

VIRGINIA WESTERN COMMUNITY COLLEGE BOARD MEETING

MINUTES NO. 219
March 17, 2005

The Virginia Western Community College Board met on Thursday, March 17, 2005, at 3:30 PM in the President's Conference Room in Fishburn Hall on Virginia Western's campus.

ROLL CALL

Members Present	Mr. Barry W. Baird (Roanoke City) Mr. Dennis R. Cronk (Roanoke City) Mr. E. Wilson Davis, Jr. (Roanoke County) Mr. William M. Hackworth (Roanoke City) Mr. David P. Mitchell, Jr. (Roanoke County) Mr. Randy Rakes (Botetourt County) Mr. Richard A. Shoemaker (Franklin County) Mr. Joseph C. Thomas, Sr. (Roanoke County) Mr. Joseph B. Wright (Roanoke City)
Members Absent	Mr. Bill Wilcher (Craig County) Mr. Chris Lumsden (State Board Representative)
Staff Present	Mr. Dwight Blalock, VP of Financial & Administrative Services Dr. John Capps, VP of Academic and Student Affairs Dr. Inez Farrell, Administrative Officer for Instructional Technology Ms. Kimberly French, Administrative Assistant Mr. Carroll Gentry, Interim VP of Workforce Development Dr. David Hanson, Director of Institutional Research and Planning Mr. David Harrison, Director of Technical Support Services Mr. Jim Poythress, Interim Dean for Business, Engineering & Technology Dr. Robert H. Sandel, President Mr. Mike Shelton, Human Resources Manager Mr. David Webb, Faculty Senate Representative Ms. Elizabeth Wilmer, Dean of Humanities Mr. Kevin Witter, Director of Facilities Planning & Development

CALL TO ORDER

Mr. Baird, Chair, called the meeting to order at 3:30 PM. He introduced the college's Faculty Senate representative, Mr. David Webb.

Mr. Baird stated that Mr. Rakes' term expires this year, and he recommended that he let his officials know if he is interested in being reappointed. Mr. Logan has submitted his resignation from the board due to Valley Bank having their board meetings at the same time as Virginia Western's, and his replacement is currently being reviewed.

Early in February, Mr. Baird sent out a letter requesting signatures of approval for additional funding for the renovation of Webber Hall. All board members approved the additional funding, and the signed letters will be kept on file in the President's Office.

Commencement is May 13, 2005, at the Salem Civic Center beginning at 6:30 PM. Please plan to attend the commencement ceremony and arrive at the Civic Center no later than 6 PM.

<p>Approval of Minutes No. 218</p>	<p>On a motion by Mr. Hackworth, seconded by Mr. Rakes, Minutes No. 218 from the regular meeting of January 20, 2005, were approved as written.</p> <p>The motion carried unanimously.</p>
<p>Academic and Student Affairs</p>	<p>Dr. Capps stated that the Southern Association of Colleges and Schools (SACS) reviewed the institution's First Monitoring Report following reaffirmation. Virginia Western is responsible for submitting a Second Monitoring Report due by September 22, 2005, addressing the visiting committee recommendations applicable to the following referenced section of the Principles:</p> <p style="padding-left: 40px;">Document that the three faculty members in accounting, political science, and Spanish have completed their graduate coursework. (One full-time, one adjunct, and one dual enrollment instructor).</p>
	<p>Dr. Capps stated that all instructors are on track to finish their graduate coursework.</p> <p>Mr. Poythress and Ms. Wilmer gave an overview of their Professional Development Conference hosted by the American Association of Community Colleges. Each participant had to be nominated by their president and was then selected by AACC. Mr. Poythress and Ms. Wilmer were the only Virginia participants.</p> <p>Mr. Poythress stated that he was fortunate enough to attend the Future Leadership Institute in Houston, TX. He received a lot of positive information and attended various programs that were presented. He learned that those with technical AAS degrees earn more than most BA/BS degree holders, 28% of community college students already have degrees, 60% of all certifications reside in community colleges, and enrollment growth is expected to continue for the next 20 years. Several of the presentations he attended were EQ Self Awareness Assessment—Assessing Leadership Potential, Building Community at a Troubled College, Diversity and Ethics—Creating an Inclusive Environment, Cy-Fair Community College—Creating a Positive Learning Environment, Student Success, Globalization of the Community College, and Mediation—Dealing with Challenging People. At Cy-Fair Community College the environment is the learning tool. He stated that the Cypress-Fairbanks public library and fire station are on campus. Research shows that the learning environment makes a difference. No connection on campus is why people leave. People stay when they feel connected. He thanked Dr. Sandel for the opportunity to attend the conference.</p> <p>Ms. Wilmer spoke on networking and meeting others with same jobs and goals. She stated that all sessions were interactive as participants worked with the presenters and the members at each table. Mr. Boggs reinforced ideas of the community college mission and role in higher education. Zelma Harris provided a good example of how to handle change. It is a necessity of communicating with all stakeholders, creating awareness and buy-in, and keeping the mission at the heart of decisions. The Student Success Seminar provided the following important information: colleges must involve everyone—Campus Police, 1st contacts with admissions, connectedness with faculty, and the orientation must create</p>

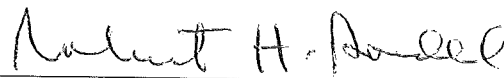
<p>Academic and Student Affairs Continued</p>	<p>connectedness. She stated that this was a very valuable experience and was the best overall professional development conference she has ever attended.</p> <p>Dr. Farrell provided the board with a demonstration of Macromedia Breeze to relate how instruction to students can be delivered through distance learning. Audio and video can be used in conjunction with individual presentations. Participants will not need any special computer or special connection. Currently the college license supports 200 concurrent users.</p> <p>Dr. Farrell provided handouts demonstrating the growth of distance learning from 2000-2005. In 2000-2001 there were a total 124 distance learning courses, and in 2004-2005 there were 456 distance learning courses. In 2000-2001 there were a total of 4,276 students enrolled in distance learning courses and in 2004-2005 there were a total of 9,473. However, the vast majority of students still take face-to-face courses (80%).</p> <p>Dr. Farrell stated that the VCCS course delivery system, Blackboard, will be upgraded in the near future. All instructors have their syllabus on Blackboard. The college must maintain programs of interest and high-quality programs to keep students coming to Virginia Western instead of other sister colleges. The VCCS website lists all online courses to inform students of their options as well as publishing it in Virginia Western's schedule.</p>
<p>Facilities Management</p>	<p>Mr. Witter provided an overview of facilities planning for Fall 2005. He stated that the updated 6-year capital plan was received by the VCCS with open arms. The college's top priority is the North Campus. Projects that were added were emergency lighting and lifesaving improvements. The college put in for improvements for the Business Science Building and improvements to the condition of the bridge above Colonial Avenue. The college is also highlighting homeland security and lighting and security systems around campus.</p> <p>Mr. Witter stated that the college's current projects are:</p> <ul style="list-style-type: none"> ➤ ADA improvements on campus. The state has funded \$1.5 million for ADA improvements, which are currently in the A&E process. There will be a committee set up, and the architects will come in and meet with the committee. ➤ Maintenance reserve fund, to replace roofing on campus. ➤ Maintenance reserve on water line. <p>Projects underway are on South Campus and include the renovation of Chapman Hall and Duncan Hall. The bid will go out in late April. The budgets have been confirmed and the college is moving forward. The Webber project has suffered a 6-week delay and should begin construction in August.</p> <p>Proposed project: the previous campus plan dates back to 1990-91 and is very outdated. The college is hoping to pursue a new master plan with permission from the board by next fiscal year. The campus plan should be put on a five to eight year cycle for updates.</p> <p>On a motion by Mr. Thomas, seconded by Mr. Rakes, the board unanimously approved moving forward with an updated campus master plan.</p>

Financial and Administrative Services	<p>Mr. Blalock provided an update on the status of the 2005-2006 budget. He stated that when the General Assembly finishes there can always be changes. In the salary area faculty will receive a 5.4% increase for general funds which exceeds 4-year public college's faculty salaries. Virginia Western had 3 years where no one received any raises. The administrative faculty will receive a 4% increase and classified employees will receive a 3% increase with employees who have 5 or more years of service will receive an incentive of \$50 for each year of service. Adjunct faculty will receive a 4% increase.</p> <p>Next fiscal year Virginia Western will raise tuition by 6.7%. The new cost for tuition will be \$72.59.</p> <p>Recently Virginia Western was audited by the Auditor of Public Accounts. This audit was an abbreviated audit; the full audit will be next year. The auditors demonstrated a thorough coverage in areas they reviewed, and there was only one area of comment which was inventory, old assets. The college will be changing the time of year when taking inventory, and this will meet the finding requirement.</p>
Human Resources	<p>Mr. Shelton thanked all members of the board for reviewing the Conflict of Interest DVD and completing and returning all of the signed documents. He stated this will be an annual requirement and any new board members will have to complete the training and documents.</p> <p>Mr. Shelton highlighted various bills that were included in the board packet: HB1726—Delegate Glenn, Order Higher Education: Textbook Sales and Bookstore; HB2027—Delegate Dudley, Virginia Economic Development Partnership Authority; HB2337—Delegate Clifford Athey, Articulation Agreements.</p>
Institutional Research and Planning	<p>Dr. Hanson reviewed graduate outcomes: employment and transfer. He commented on the tracking for 3 years and how our students compared to the system average. He also reviewed a projected annual enrollment comparison of FY' 2003-04 and FY' 2004-05.</p>
Technical Support Services	<p>Mr. Harrison provided the board members with a demonstration and update of PeopleSoft Version 8. The migration was a success, and the college is still working out various kinks.</p>
PRESIDENT'S REPORT	
College Update	<p>Dr. Sandel reviewed the guidelines for presenting an honorary degree. He recommended that the Board acknowledge Mr. Cabell Brand for his commitments, leadership, and total involvement in numerous ventures that have served the progress and development of thousands of area citizens. Mr. Thomas stated that Mr. Brand is one of the finest young men in Roanoke County and he is a great guy.</p> <p>On a motion by Mr. Thomas, seconded by Mr. Shoemaker, the board unanimously approved presenting Mr. Cabell Brand with an honorary degree.</p> <p>Dr. Sandel stated that he has been here almost 4 years now and the college's vision is coming together; administration, faculty, staff, and students are raising the</p>

<p>College Update Continued</p>	<p>college to the next level; and there is much more community involvement. The word is getting out about Virginia Western Community College.</p> <p>The college is undergoing positive changes with faculty and staff. The college is currently advertising for 11 new full-time faculty members and 2 administrative faculty positions.</p> <p>The campus facilities are keeping up to date, and students will be excited about coming to classes at Virginia Western.</p> <p>Virginia Western's students scored the following in core competencies: 3rd in writing and 1st in information literacy.</p> <p>The college's first campaign ever is nearing completion and is at approximately 80% of its targeted goal.</p> <p>A new plant will be announced in approximately a month, and Virginia Western will complete the company's training.</p> <p>Administration is working hard to improve salaries throughout the college.</p>
<p>ADJOURNMENT</p>	<p>There being no further business, the meeting adjourned at 5:05 PM.</p>

APPROVED:

5/26/05
Date



Robert H. Sandel