

**VIRGINIA WESTERN COMMUNITY COLLEGE
LOCAL BOARD MEETING**

Minutes No. 231 March 20, 2008

The Virginia Western Community College Board met on Thursday, March 20, 2008, 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. William M. Hackworth (Roanoke City) Dr. Walter A. Hunt (City of Salem) Mr. David P. Mitchell, Jr. (Roanoke County) Mr. Randy Rakes (Botetourt County) Mr. Joseph C. Thomas, Sr. (Roanoke County) Mr. Joseph B. Wright (Roanoke City)
Members Absent	Dr. Lorraine Lange (Roanoke County) Mr. Richard A. Shoemaker (Franklin County) Mr. Bill Wilcher (Craig County)
Staff Present	Dr. John Capps, VP of Academic and Student Affairs Ms. Cheryl Miller, VP of Finance and Administrative Services Ms. Tara Nepper, Assistant to the President Mr. Owen Lofthus, Student Faculty President Mr. Jim Poythress, Dean of Business Engineering Division Dr. Robert H. Sandel, President Mr. Kevin Witter, Facilities Management
Guests Present	Mr. Russ Ellis, Educational Foundation President

I. WELCOME AND CALL TO ORDER

Mr. Hackworth called the meeting to order at 3:34 PM.

Mr. Hackworth welcomed Mr. Owen Lofthus, Student Faculty President, to the Board meeting.

Mr. Hackworth reminded Board members that Commencement will be held on May 9th at 6:30pm at the Salem Civic Center.

II. APPROVAL OF MINUTES

The Board had an opportunity to review the minutes from the meeting held on January 24, 2008. Mr. Thomas made a motion to approve minutes from the regular meeting of January 24, 2008 with one minor correction. Mr. Baird seconded the motion and the motion was approved unanimously.

III. CAMPUS UPDATES AND REPORTS

Mr. Russ Ellis provided the Board information on scholarship opportunities currently available through the Educational Foundation. Mr. Ellis reported the Foundation will be giving over \$100,000 in scholarships for the upcoming school year. The Foundation will be using various media to let students know about scholarship opportunities such as Cox Cable, facebook.com, and local newspapers.

The Educational Foundation is currently interviewing consultants before beginning the next major gifts campaign. The campaign goal will be determined with the help of the feasibility consultant.

Mr. Ellis reported that students are taking advantage of the ACCESS program with three applications already received. Mr. Ellis is pleased about the possibilities for future participation by other school districts. The popularity of the program is exceeding expectations. Dr. Sandel thanked Mr. Ellis for moving this project forward.

Mr. Witter provided the Board a report prior to the meeting containing an overview of projects and improvements currently taking place on campus and projects that will be coming on line. Contracts have been awarded for the fitness center, and work will begin very soon. Emergency preparedness processes are ongoing. An early-warning siren has been ordered, and tests on the telephone systems have been completed. Dr. Sandel thanked Mr. Witter for the work that the facilities team does to keep the campus working smoothly.

Dr. Terrell provided the Board a written report prior to the meeting containing an overview of initiatives and projects currently underway in Workforce Development.

Mr. Poythress shared that he has been visiting local high schools regarding the college. He has shared information about programs and future needs of the area. Mr. Poythress reminded students that what is experienced today was not available ten years ago, so creative minds are needed in technology fields. Mr. Poythress relayed to students information about the regional technical academy, such as the application and selection process. Community, business and school leaders have been very receptive and supportive during campus tours. Dr. Sandel thanked Mr. Poythress for raising the bar in getting local schools, businesses and industries involved on campus.

Mr. Thomas complimented the college and people in charge for making VWCC what it is today.

IV. ACADEMIC AND STUDENT AFFAIRS

Dr. Capps presented a list of proposed memberships of the Curriculum Advisory Committees. Dr. Capps informed the Board that appointees are recommended by the deans and faculty in the respective divisions, and these committees provide a vital link between the college and the communities the college serves. These committee members provide guidance as to the needs of prospective employers, as well as recommendations about curricular components.

Mr. Wright made a motion to approve the membership of the Curriculum Advisory Committee as presented. Dr. Hunt seconded the motion, and the motion was approved unanimously.

Dr. Capps stated that the college assesses programs each year to determine their viability and to make certain that all programs are effective and productive. The Curriculum Committee has recommended the Exercise Science and Personal Trainer Certificate. This certificate will meet the needs of the community, which is becoming more driven by health care concerns. Positive employment opportunities are available in the area, and some of the courses in this 42-credit certificate will transfer to four-year institutions. A grant was received by the VCCS in order to develop this curriculum. The potential of this new area is being recognized beyond Virginia Western. The goal is to have 15 students in the first cohort.

Mr. Wright made a motion to approve the Exercise Science and Personal Trainer Certificate. Mr. Mitchell seconded the motion, and the motion was approved unanimously.

V. FINANCIAL AND ADMINISTRATIVE SERVICES

A draft copy of the Finance Committee agenda items was provided to the Board prior to the meeting. Mr. Wright provided an overview of the items and the discussion of the Finance Committee held on Thursday, March 13, 2008.

The Finance Committee recommended Board approval of the Local Fund Financial Reports for the period July 1, 2007 to February 26, 2008, and the recommendation was approved unanimously.

The Finance Committee recommended Board approval of the transition to the Local Government Investment Pool (LGIP) for Local Funds investment, and the recommendation was approved unanimously.

Mr. Wright shared with the Board the audit report and the steps the college would be undertaking in order to correct the audit points.

Mr. Wright made a motion that no income be reported when the President's spouse attends functions and her or his attendance is on behalf of the college. Mr. Cronk seconded the motion, and the motion was approved unanimously.

VI. PRESIDENT'S REPORT

Dr. Sandel reported to the Board that the college's budget was reduced by 5% this year and a 5% reduction for each year of the biennium going into next year. Th3 5% reduction equates to approximately \$621,000 for the college each year.

Capital budget projects will be discussed by the General Assembly in April. This meeting will directly affect the proposed new health technology and natural science building.

Dr. Sandel advised the Board that the college is seeing the best enrollment in history. The college has had the largest spring enrollment in history and he is anticipating going into the next school year with increased enrollment. Dr. Sandel advised the Board that the excellent faculty and staff have helped enrollment grow.

Tuition and/or fee increases will be discussed by the State Board in May.

Dr. Sandel informed the Board that the college is doing everything possible to ensure the safety of students, faculty and staff. New locks are being installed on doors, TV monitors can carry emergency messages, a call system is in place and a siren system is on order. Dr. Sandel has reminded supervisors that safety is taken very seriously and everyone must be diligent in doing their part to make sure all safety guidelines are being followed.

VII. OLD BUSINESS

No old business to report.

VIII. NEW BUSINESS

No business to report.

There being no further business, the meeting adjourned at 4:48 PM.

APPROVED:

8/25/08
Date

Robert H. Sandel
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