

VIRGINIA WESTERN COMMUNITY COLLEGE

BOARD MEETING

Minutes #26

The Virginia Western Community College Board met on August 11, 1969 at 8:00 P.M. in the Shenandoah Life Insurance Conference Room. Members present were:

Mr. William S. Russell, Chairman
Mr. Richard H. Hahn
Dr. Harold H. Hopper, President
Mrs. Hunter M. Painter
Mr. Barton W. Morris, Jr.
Mr. S. Colston Snead, Jr.
Mr. Henry E. Thomas
Mr. W. Darnall Vinyard
Mr. W. Basil Watkins

Chairman Russell presided. The minutes of the previous meeting were read and accepted as submitted.

NEW FACULTY APPOINTMENTS:

Dr. Hopper gave a brief description of the backgrounds of four new faculty appointments to be recommended to the State Board.

Dr. Hopper introduced Mr. William A. Harris, instructor in journalism, to the Board members.

LANDSCAPE REPORT:

Mr. Jose Camina brought a layout to the Board meeting showing the landscape development of the new campus. We are trying to meet a September 5 deadline for the State Art Commission's meeting. Mr. Camina said we would be using plants and flowers native to the State of Virginia for our arboretum and other areas to be landscaped. Mr. Hahn made a motion that this layout be approved in principle, which motion was seconded by Barton Morris and passed. Mr. Vinyard moved that the Executive Committee work with Mr. Kunze, who was also present at the meeting, and Mr. Camina. Motion seconded by Mr. Hahn and passed. Mr. Camina will present estimates on the cost of the plants needed to the next Board meeting.

PLACQUES:

Mr. Camina will submit his designs for the bronze placques to be placed outside and inside the new buildings bearing each building's name. Mr. Vinyard

moved that the Executive Committee select from the designs submitted their choices for these placques so that they may be ready for the dedication ceremony on October 25. Motion seconded by Mr. Morris and passed.

STATUS REPORT ON NEW CONSTRUCTION:

Chairman Russell informed the Board that grading, paving, and curbs should be finished in time for our dedication ceremony.

Dr. Hopper told us that the time schedule for moving into the new buildings was running a bit better than anticipated. We intend to use student help and pay them to transport the library books from their present location into the new Library. This will take about three days. We hope to be in the buildings by September 16.

FACULTY RECEPTION:

We plan to hold a faculty reception on September 16, which is the contractual starting date for all faculty. The faculty and their husbands or wives will be able to meet all the new members of our staff. The reception will take place in the Student Center in the new Library Building in the afternoon.

IDENTIFICATION SIGN:

Dr. Hopper presented a design for Virginia Western's identification sign which was submitted by Jim Shipp of the art department in Richmond. Mr. Shipp's design is in complete accord with Virginia Western's new stationery logo. Dr. Hopper will bring designs by Mr. Shipp, Mr. Chappellear, Mr. Camina, and any other designs he may receive, to the next Board meeting. At that time, the Board will select the design that best suits the new campus. The discussion relative to the identification sign was tabled until the next meeting by motion made by Mr. Thomas and seconded by Mr. Morris. Passed.

CARPETING:

The deadline for bids on the carpeting is August 12. As soon as the bids are received, the members of the Executive Committee will be contacted to give their approval.

LOCAL FUND:

Mr. McCabe presented financial statements on the local fund, which involves the bookstore fund, the scholarship fund, the students' activity fund, the general fund, the community service account, cap and gown escrow, and vending commissions. Mr. Morris moved that the \$12.75 balance from the cap and gown escrow be transferred to the general fund. Motion seconded by Mr. Thomas and passed.

Mr. Morris made a motion that the \$86.70 from the vending commissions be transferred into the student fund. Motion seconded by Mr. Vinyard and passed.

PRESIDENT'S DISCRETIONARY FUND:

Mr. Henry Thomas made a motion to bring the President's account up to \$200.00. Motion seconded by Mr. Snead and passed.

LOCAL BUDGET:

Mr. McCabe reported Botetourt County submitted the entire total of their fair share in the local budget; Craig County submitted one-half of their total; and Salem submitted one-third of their total to date.

BIENNIUM BUDGET--1970-1972:

Mr. McCabe handed out a chart on Virginia Western's 1970-72 Biennium Budget which showed the various activities and the amounts expected to be expended for the years 1970-71 and 1971-72. Eighty percent of this budget is made up of salaries and twenty percent is operating budget. Mr. Thomas moved that the biennium budget for 1970-72 be approved, which motion was seconded by Mrs. Painter and passed.

FLOWER EXPENDITURE:

Mr. Morris moved that payment of \$12.48 to Jobe Florist be made for flowers sent to a Virginia Western student's family upon his death. Motion seconded by Mr. Thomas and passed.

STUDENT WORKSHOP:

There is a meeting scheduled at Frederick Community College on September 11-12. Dr. Hopper told the Board that we would like to send the President and the Vice-President of the SGA to this workshop. The cost will be approximately \$111.00 to cover the expenses of these two students. Mr. Hahn moved for approval to send these two students to the workshop, which motion was seconded by Mr. Watkins and passed.

NEW COURSE RECOMMENDATION:

Dr. Hopper presented a request for a stenographic certificate program: a one-year course of the secretarial science program. Mrs. Painter made a motion to recommend this new course to State, which motion was seconded by Mr. Watkins and passed.

PREPARATION FOR MARRIAGE PROGRAM:

Mr. Bradley presented the request for a community service program:

a non-credit ten-week course, designed to assist engaged couples prior to marriage. The program is to begin at the end of September. A seminar fee of \$5.00 per person will be charged. Mr. Hahn made a motion to approve the recommendation for this program, which motion was seconded by Mr. Morris and passed.

GED PROGRAM:

Mr. Bradley presented, for approval by the Board, a contract for a GED (General Education Development) program, which is part of the WIN (Work Incentive) program. This is a nine-week course at \$85.00 per enrollee, paid by WIN, with a maximum of fifteen people in a class and a minimum of ten. Relief mothers who have no skills will be sent by the Virginia Employment Commission to take this course. Mr. Morris moved that this contract be approved. Motion seconded by Mr. Hahn and passed.

With no further business the meeting adjourned at 11:25 P.M.

APPROVED:

Harold H. Hopper, Secy.

Date