

# VIRGINIA WESTERN COMMUNITY COLLEGE

## Local Board Meeting Minutes Minutes No. 240, March 18, 2010

The Virginia Western Community College Local Board was called to order at 11:30 am Thursday, March 18, 2010, in the Natural Science Center by Chairman Dennis Cronk. He welcomed everyone and thanked them for their time and dedication to Virginia Western.

Members Present: Mr. Jerry Burgess, Botetourt County  
Mr. Dennis Cronk, Roanoke City.....Chair  
Mr. William Hackworth, Roanoke City  
Mr. Forest Jones, City of Salem  
Dr. Lorraine Lange, Roanoke County.....Vice Chair  
Mr. David P. Mitchell, Roanoke County  
Mr. Larry Moore, Franklin County  
Ms. Debbie Snead, Craig County  
Mr. Joseph Wright, Roanoke City

Members Absent: Mr. Barry Baird, Roanoke City  
Mr. Joseph Thomas, Roanoke County

Staff Present: Ms. Fredona Aaron, Business Manager  
Ms. Amy Balzer, Administrative Assistant  
Dr. John Capps, Vice President of Academic and Student Affairs  
Mr. Steve Huff, Communication Design Program Director  
Ms. Anne Kornegay, Dean of Institutional Effectiveness  
Ms. Cheryl Miller, Vice President of Financial and Administrative Services  
Mr. Kevin Witter, Director of Facilities, Planning and Development

Guests Present: Mr. James Arend, Educational Foundation Board of Directors, President

### **I. COMMENTS AND APPROVAL OF MINUTES**

Mr. Cronk welcomed the group and thanked them for their time. He also noted that Mr. Joe Thomas' health is still preventing him from attending and for everyone to keep him in their thoughts.

*Mr. Jones made a motion to approve the minutes from the regular meeting of January 21, 2010.  
Mr. Moore seconded the motion and the motion was approved.*

### **II. PRESIDENT'S REPORT**

Dr. Sandel provided an update beginning with enrollment, noting that enrollment is the best indicator of success. Virginia Western has experienced a 9% percent growth this semester as compared to last spring, and anticipates an overall increase of 8% for the academic year. He then briefly reviewed the proposed budget, noting that tuition increases are inevitable and necessary to prepare for 2013, when stimulus funds will no longer be available as an offset. Out of state tuition

will be increased in place of the proposed \$2.50/credit hour increase for capital outlay. A single furlough day remains for state employees this year, however the VCCS plans to buy this out as a benefit to employees as there will likely be no salary increases in the near future. A conditional 3% year-end bonus to state employees is also proposed. Dr. Sandel continued that the college administration has worked hard to position the college to withstand deeper budget cuts and decreased state support. He also mentioned that the college is seeking new ways to increase student enrollment and retention.

### **III. COLLEGE REPORTS AND UPDATES**

#### **ACADEMIC AND STUDENT AFFAIRS**

Ms. Anne Kornegay presented an Institutional Effectiveness update:

- The college received formal notification from SACS regarding the 5<sup>th</sup> Year Interim Report and has three areas to clarify or provide progress update
- The required prospectus detailing the college's dual enrollment program was submitted the first week of March
- IE is in the process of preparing the follow-up report from the July site visit to Greenfield and RHEC Culinary/Welding programs, and the progress report on student learning outcomes in these programs
- VWCC scored well above the VCCS average on the Core Competency Testing on quantitative reasoning. VWCC had scored well below the system average in this area in 2005

Mr. Steve Huff presented the Communication Design (CD) Program highlights:

- Estimated 200 students majoring in Communication Design with 80% job placement upon completion
- VWCC has the largest CD program west of Richmond
- Program includes Graphic Design, Marketing/Advertising, and Web Design
- In 2009, two of the thirteen National Gold ADDY Awards went to Virginia Western
- In the process of developing 2 + 2 Visual Arts degree on VWCC campus

#### **FINANCIAL AND ADMINISTRATIVE SERVICES**

Ms. Miller discussed and then presented the following items on behalf of the Finance Committee for local board consideration of approval:

- Local Funds Financial Reports (July 1, 2009 – February 28, 2010)

*The Finance Committee recommended board approval of the financial reports as presented, and the recommendation was approved unanimously.*

Ms. Miller explained there are two fee increases being requested at this time for approval to submit to the State Board for consideration in May. First is a \$.50/credit hour increase in parking fees as the state requires that local funds be used for any parking lot construction, repair and maintenance.

After the new parking area is constructed this summer, the Parking Fund will be virtually depleted. With increased enrollment and parking spaces being lost due to the construction of the new building, the new lot is necessary as will be maintenance and repair of existing lots. Funds will need to begin to accumulate again to fund these expenses.

*After a brief discussion, the Finance Committee recommended board approval of the \$.50/credit hour increase in the student parking fee, and the recommendation was approved.*

Ms. Miller then justified the request of \$6/credit hour to fund the addition and renovation to the Student Activities building to create a Student Life Center. She explained the approval process for the design and subsequent funding for this local fund expense. Dr. Sandel added that this improved area will provide the students with the essential space for recreational activities, club meetings and student activities, thereby enhancing the sense of community within the college. The new Student Life Center will also provide added space for food and beverage vendors as well as an expansion of the hugely successful fitness center. A brief description of what the visual changes would be.

*The Finance Committee then recommended board approval of the \$6.00 /credit hour increase in the student activity fee, and the recommendation was approved.*

## **EDUCATIONAL FOUNDATION**

Mr. Arend updated the board on the following:

- The Foundation is preparing for its second major gifts campaign, to be overseen by John Harlow and Assoc.
- The Foundation's Board of Directors has four new members: Warner Dalhouse, Victor Giovanetti, Larry LaCriox, and Ken Randolph.

## **IV. REPORT FROM THE CHAIR**

Mr. Cronk reviewed the proposed Local Board Member Attendance and Dismissal Policy and verified with Ms. Kornegay that this new policy as it is written would satisfy all criteria as required by SACS.

*Dr. Lange made a motion to approve the Local Board Member Attendance and Dismissal Policy as written. Mr. Burgess seconded the motion and the motion passed.*

Mr. Cronk then proposed the Emeriti nominations for Professor: Dr. Hugh Smith and Ms. Ethel Bonds; and Professional: Ms. Brenda Shepherd and Mrs. Janice Stout. These are retired faculty and staff that have made a significant contribution to the college. The honors will be awarded as part of Commencement on May 14<sup>th</sup>.

*Mr. Burgess made a motion to approve the nominations for Professor and Professional Emeriti Awards. Mr. Jones seconded the motion and the motion passed.*

Mr. Cronk then reminded the board to attend and support commencement if they can on May 14<sup>th</sup> at the Salem Civic Center. The actual time length of the ceremony is being shortened by fewer speakers and more efficient program layout. Dr. Sandel added that the guest speakers would be students this year, something new for the college.

V. **ADJOURNMENT**

Mr. Cronk thanked everyone for attending and noted that the next meeting is May 20, 2010, at 11:30am in the Natural Science Center.

There being no further business, the meeting adjourned at 12:45pm.

Minutes submitted by: Ms. Amy Balzer

Minutes Approved by: \_\_\_\_\_  
Mr. Dennis Cronk, Chair Date \_\_\_\_\_