

EASTERN SHORE COMMUNITY COLLEGE BOARD
MINUTES
JANUARY 12, 2010

The Eastern Shore Community College Board met on Tuesday, January 12, 2010 at 6:00 pm in the Business Development and Workforce Training Center conference room.

I. Call to Order

Lloyd Kellam, chair, called the meeting to order.

Members present: Terry Bailey, Peggy Corbin, Richard Drury, Maury Enright, Gene Erb, Joyce Falkinburg, Laura Flournoy, Bill Jones, Lloyd Kellam, Robert Turner, Mary Walker and Marcie White. College staff present: Cynthia Allen, Eve Belote, Dr. Linda Thomas-Glover, Judith Grier, Pat Phillips, Bryan Smith, Eddie Swain, Mary Anne Wells and Dick Wilt.

II. Minutes of October 13, 2009

Gene Erb made a motion to accept the minutes of the October 13, 2009 meeting as distributed, seconded by Robert Turner.

III. Action Items

A. Local Funds Budget Request

Cynthia Allen presented the local fund budget requests for Accomack and Northampton Counties 2010-2011 budgets. Request amount are the same as last year. A motion was made by Joyce Falkinburg, seconded by Richard Drury that the Local Funds Budget Requests for Accomack and Northampton Counties be approved as presented.

B. Appointment of Committee to Evaluate the President

Lloyd Kellam stated that Richard Drury and Lisa Lewis have volunteered to serve on the Committee to Evaluate the President and asked if anyone else was interested in serving on this committee. Marcie White and Terry Bailey agreed to also serve on the committee. A motion was made by Joyce Falkinburg, seconded by Mary Walker that the Committee to Evaluate the President consisting of Richard Drury, Lisa Lewis, Marcie White and Terry Bailey be approved. Information concerning the evaluation process will be distributed to each committee member.

C. Appointment of Nominating Committee for Election of Officers for 2010-2012

Lloyd Kellam asked for volunteers to serve on the Nominating Committee for Election of Officers for 2010-2012. Mary Walker, Robert Turner, and Laura Flournoy agreed to serve on the committee. Joyce Falkinburg made a motion, seconded by Richard Drury that the Nominating Committee be approved. Information concerning the election of officer's process will be distributed to each committee member.

IV. SWOT Analysis

Judith Grier explained the process for the Strength/Weaknesses/Opportunities/Threats (SWOT) analysis, and presented the new Achieve 2015 Strategic Plan for the VCCS. ESCC should make sure that our strategic plan is aligned with that of the VCCS. Board members were divided into groups with college administrators working as facilitators/scribes with each group. Each group then reported out what they felt were ESCC's strengths, weaknesses, opportunities and threats in the areas of Demographics/Technology, Economic/Customer Needs, Political/Global Influences and Economics/Technology. Each group then responded to where they would like to see ESCC in five years. Judith Grier will compile responses and share with the board at a future meeting. These comments/observations and insights will be used in building ESCC's strategic plan, assist in designing and prioritizing goals and influence future decision making.

V. Informational Items

A. President's Report

Dr. Linda Thomas-Glover reported on the faculty and staff convocation held before Spring 2010 classes began. She gave an update on where the college is with its SACS follow-up report. Dr. Glover announced that a service awards luncheon was held on 1/7/2010 and that the college had two staff members that received 5 year awards, two staff members that received 20 year awards, three that received 25 year awards and one that received a 30 year award. She gave an update on the Employee Recognition Plan and stated that she expects the first recognition award to be given out around March 15th. She announced that in order to use an additional holiday that the Governor granted for the Christmas holidays, the college will be closed on Martin Luther King Day. Dr. Glover informed the board of grants secured by the college recently and stated that we are still waiting to see if we will receive a student support services program that would amount to \$200,000 for 5 years. Dr. Glover announced that the first of two General Assembly visits will take place this Thursday, January 14th. Four students from

the college will attend and meet with Delegate Lynwood Lewis and Senator Northam to talk about preserving ESCC's funding, planning for needed renovations and for support of scholarships. Dr. Glover is serving on the Wallops Research Park Leadership Council. ESCC will be the key component for higher education in the Research Park. Dr. Glover called everyone's attention to the VCCS Annual Report for 2008-2009 where on page 13 one of ESCC's dual enrollment students is featured.

B. Vice-President of Finance and Administrative Services Report

Cynthia Allen reminded everyone that the Financial Disclosure Statements were due by January 15, 2010.

C. Director of Development Report

Eve Belote reported that the Foundation was in the process of recruiting Dr. Paul Bibbens from Northampton County as a new member of the Foundation Board. January 25th will be the first meeting of the Foundation Board for 2010, and they will conduct a SWOT analysis during this meeting. She also reported that end of year donations were very good and she expects to have a final report on donations for the year soon. Eve announced that the Heritage Festival will be held on Saturday, February 27th and is open and free to public.

D. Dean of Learning Resources Center Report

Pat Phillips distributed a brochure describing the college's NetLibrary career information and job seeking collection. This is a collaboration between the Virginia Community Colleges, the Library of Virginia and LYRASIS. The NetLibrary provides a customized collection of more than 250 electronic books and reference material for online career and job seekers.

E. Dean of Student Services Report

Bryan Smith presented the enrollment report to date for Spring 2010. The report compared where ESCC is now with enrollment figures compared to previous years. All dual enrollment students have not yet completed registration. Bryan hopes that ESCC will pass the 1,000 figure in headcount this semester and if we do, this will set a record for ESCC.

F. Dean of Workforce Development

Eddie Swain distributed a number of flyers and information concerning different upcoming programs and events to be held at ESCC. He stated that the college will be holding a SWOT analysis with members of the community on January 25th.

G. Dean of Instruction

Dick Wilt informed board members of three grants recently received by the college. He also announced that the college will be partnering with TCC on a multi-state consortium grant using stimulus money to train Health Care Technologist. He also talked about the Virginia Education Wizard and directed everyone to the website www.vawizard.org to look at what this project can do for our students. This online Wizard will guide students from finding a career, to earning the right job credentials or preparing for continuing education. There are plans for the Wizard to be in classrooms from middle school through college beginning in the Fall of 2010.

H. Commencement – May 14, 2010

Mary Anne Wells announced that ESCC’s commencement will be held on Friday, May 14th at 7 p.m. in the Nandua High School Gymnasium. She asked that each board member complete the distributed form to let her know if they will be able to attend and if they will need to have a cap and gown ordered. Forms need to be completed and returned no later than February 12th.

There being no further business the meeting was adjourned. Next scheduled meeting will be held on Tuesday, April 13, 2010.

Prepared by:

Approved by:

Submitted by:

Mary Anne Wells
Stenographer

Lloyd Kellam
Chairman

Linda Thomas-Glover
Secretary