

**Eastern Shore Community College Board**  
**Minutes**  
**January 26, 2011**

The Eastern Shore Community College Board met on Wednesday, January 26, 2011 at 6:00 pm in the Business Development and Workforce Training Center conference room.

**I. Call to Order**

Chairman, Lloyd Kellam called the meeting to order.

Members present: Peggy Corbin, Dr. Richard Drury, Maury Enright, Joyce Falkinburg, Dee Fitch, William Jones, Lloyd Kellam, Lisa Lewis and Marcie White. Guest present: Dr. Barbara Johnsen, State Board Liaison. College staff present: Dr. Linda Thomas-Glover, Pat Phillips, Bryan Smith, Dick Wilt and Mary Anne Wells.

**II. Minutes**

Dr. Richard Drury made a motion to accept the minutes of the October 12, 2010 meeting as distributed, seconded by Dee Fitch.

**III. Action Items**

**A. Local Funds Budget Request – Accomack & Northampton Counties**

Dr. Linda Thomas-Glover reviewed the local funds budget requests for Accomack County and Northampton County. She stated that we are not asking for any increase in funds from either county. A motion was made by Dee Fitch, seconded by Joyce Falkinburg, to approve the Accomack County and Northampton County local fund budget request as presented. Motion carried.

**B. Appointment of Committee to Evaluate the President**

Chairman Kellam asked for three volunteers to serve on this year's committee to evaluate Dr. Linda Thomas-Glover. Volunteers who agreed to serve on this committee for 2011 are Lisa Lewis, Dr. Richard Drury and Marcie White.

#### **IV. Information Items**

##### **A. President's Report**

Dr. Linda Thomas-Glover presented a draft revision of the College Board Policies and Procedures Manual which incorporates the College Board By-laws. She noted that areas in red are those that have been merged between the two current documents and additional items added from the VCCS Policy Manual. She asked that board members review the document and submit any changes/additions or concerns to her office. She will get answers to the questions raised in the discussion and distribute in advance of the next meeting. At the April 2011 meeting this document will need approval to take effect in July 2011.

Dr. Glover announced that on November 10, 2010 an Advisory Committee Dinner/Program was held at ESCC for all Advisory Committee members. The event was well attended and evaluation results were very positive. Plans are for this to be an annual event. A list of names for those serving on ESCC's Advisory Committees will be presented to the College Board each July for approval. Dr. Glover reported on legislative visit called "Everyday is Community College Days", that ESCC participated in on January 18, 2011. Four students, three of which serve as ESCC Ambassadors and Wanda Smith attended with her. They met with Chancellor DuBois, Delegate Lynwood Lewis and Senator Ralph Northam during their visit. Dr. Glover gave a report on the Governor's budget and how it may impact ESCC. She also reported that ESCC is working on an internship pilot program with NASA/Wallops Flight Facility which will involve two students for Spring 2011 and two students for Fall 2011 primarily in the electronics curriculum. She announced that the January Shore Lights Award was presented to Carole Read in Financial Aid. Ms. Read was unable to attend the college board meeting tonight and will be presented to the board with the next Shore Lights Award winner at the April 2011 meeting. Dr. Glover reported that she spoke with the Accomack County Board of Supervisors at their meeting held on January 19, 2011 and will be meeting with the Northampton County Board of Supervisors at their meeting to be held on February 8, 2011. She announced that the VCCS Legislative Reception will be held in Richmond, VA on Wednesday, February 9, 2011. If any college board member is interested in attending, please contact her office by February 4, 2011. Dr. Glover also reviewed with everyone the FOIA Public Meeting requirement. She announced that ESCC will be celebrating its 40<sup>th</sup> anniversary during the coming year, and that the Eastern Shore News will be doing a two part article on the college. Part I will be on the history of the college and Part II will be on present day and the future. April is Community College Month and ESCC is planning a number of articles for the local newspaper.

**B. VP of Finance & Admin. Services Report**

Dr. Linda Thomas-Glover stated that the annual Financial Disclosure Statements previously distributed need to be completed and returned to Mary Anne Wells as soon as possible. If anyone has a question on completing the form they should contact Cynthia Allen at 757-789-1768 or [callen@es.vccs.edu](mailto:callen@es.vccs.edu).

**C. Director of Development Report**

Dr. Linda Thomas-Glover stated that the Foundation funded five mini-grants at ESCC during 2010 totally approximately \$3,000. She reported that the Foundation has added four new board members for 2011; Robert S. Bloxom, John Custis, Harrison Wehner and Wayne Woodham. Dr. Glover reported that ESCC's recipients of the Chancellor's Award for Leadership in Philanthropy are Mr. Stephen Johnsen and Dr. Barbara Johnsen. They will be honored at a luncheon in April for their many contributions to the college and the Foundation. Dr. Glover announced that the 10<sup>th</sup> Annual Heritage Celebration will be held at ESCC on Saturday, February 26<sup>th</sup> from 10 am to 3 pm. Everyone is invited to attend.

**D. Dean of Learning Resources Report**

Pat Phillips reported on the use of the two Sony eReaders received in a mini grant from the ESCC Foundation. Due to their popularity, four additional eReaders have been ordered. She reviewed handouts distributed and shared information on the Virtual Library of Virginia (VIVA) from 1944 to 2011.

**E. Dean of Student Services Report**

Bryan Smith gave an enrollment report for Spring 2011 to date comparing current headcount and FTE figures to past years. He noted that not all dual enrollment figures have been entered. Bryan will have final enrollment figures at the April meeting. He stated that ESCC gave out over \$2.4 million in financial aid last year, and we have seen an increase in the number of awards for this year. ESCC will be holding a Financial Aid Super Saturday on February 5, 2011 from 9 to 11 am.

**F. Dean of Workforce Development Report**

Eddie Swain distributed and reviewed the statistics for businesses served by the VCCS as well as repeat customers by colleges in the VCCS, highlighting figures for ESCC. He also reported on the Tech Prep Secondary Data and Post Secondary Performance Measures for 2009-2010. A copy of the Spring 2011 Navigator was distributed to everyone.

**G. Dean of Instruction Report**

Bryan Smith reported that ESCC has completed transfer agreements between all of our degree programs and Norfolk State University related bachelor degree programs. He announced that ESCC has received Chancellor’s Innovation Fund and Tuition Differential Investment Pool grant funds total \$266,000. Bryan stated that unfortunately the STEM Summer Camp Program between ESCC, the Virginia Space Grant Consortium and three other colleges will not be going forward as planned due to significant changes made by NASA.

**H. State Board Report**

Dr. Barbara Johnsen gave a report on focus areas of the State Board for Community Colleges. She reported that Dr. Linda Thomas-Glover received an Excellence in Service award for her work on the Re-Engineering Task Force.

**I. Commencement – May 13, 2011**

Mary Anne Wells asked that everyone complete the cap and gown order form previously distributed and return as soon as possible. Dr. Linda Thomas-Glover stated that there may be a change in location and time for the commencement exercises this year. She will notify everyone on logistics of commencement once everything has been finalized.

There being no further business, the meeting was adjourned. Next scheduled meeting will be held on April 12, 2011.

Prepared By:

Approved By:

Submitted By:

\_\_\_\_\_  
Mary Anne Wells  
Stenographer

\_\_\_\_\_  
Lloyd Kellam  
Chairman

\_\_\_\_\_  
Linda Thomas-Glover  
Secretary