

Eastern Shore Community College Board
Minutes
July 10, 2012

The Eastern Shore Community College Board met on Tuesday, July 10, 2012, 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: Barbara Coady, Peggy Corbin, Richard Drury, Terry Ewell, Dee Fitch, Lloyd Kellam, Lisa Lewis, Bill Payne, Robert Turner, Jack Van Dame. State Board Liaison, Bruce Meyer was also present at the meeting. College staff present: Dr. Linda Thomas-Glover, James Ahern, Cynthia Allen, Eve Belote, Judith Grier, Pat Phillips, Robin Rich-Coates, Bryan Smith, Eddie Swain and Mary Anne Wells.

II. Minutes of the April 10, 2012 Meeting

Motion was made by Richard Drury, seconded by Terry Ewell that the minutes of the April 10, 2012 meeting be approved as distributed. Motion carried.

III. Recognitions

Dr. Linda Thomas-Glover announced that Carol Ann McGarrity, Administrative Assistant to the Academic Division, is the recipient of the July 2012 Shore Lights Award. Ms. McGarrity is currently on vacation and will be presented to the Board at the October 2012 meeting. Dr. Thomas-Glover introduced Dr. James Ahern, ESCC's new Vice President of Academic and Student Services. She also acknowledged the excellent work that Robin Rich-Coates did as the interim Chief Academic Officer this past year.

IV. Board Appointments

A. Accomack County – Lloyd Kellam introduced Jack Van Dame of Chincoteague, Accomack County Board of Supervisors new appointment to the Board. He also noted that we are still waiting on one more new appointment from Accomack County.

B. Northampton County – Lloyd Kellam announced that both he and Richard Drury have been reappointed to the Board by the Northampton County Board of Supervisors.

V. Action Items

A. Election of Officers for 2012-2014

At the April 10, 2012 meeting the nomination committee presented the following slate of officers: Lloyd Kellam to serve as Chairman, and Marcie White to serve as Vice Chair. There were no further nominations. Dee Fitch made a motion that Lloyd Kellam be elected as Chairman for 2012-2014, and that Marcie White be elected to serve as Vice Chair for 2012-2014, seconded by Richard Drury. Motion carried unanimously.

B. Approval of Local Accounts (President's Discretionary, Bookstore Budget and SGA Budget)

Cynthia Allen presented the President's Discretionary local fund account for approval. Dee Fitch made a motion, seconded by Robert Turner that the President's Discretionary Account for 2012-2013 be approved as distributed. Motion carried.

Cynthia Allen presented the Bookstore Budget for 2012-2013 for approval. Motion was made by Dee Fitch, seconded by Richard Drury that the Bookstore Budget for 2012-2013 be approved as presented. Motion carried.

Cynthia Allen presented the Student Government Association's Budget for 2012-2013 for approval. Dee Fitch made a motion that the SGA Budget request for 2012-2013 be approved as presented. Seconded by Robert Turner. Motion carried.

C. Approval of Advisory Committee Membership for 2012-2013

Dr. Linda Thomas-Glover presented for approval the list of Advisory Committee Members to serve for 2012-2013. She further explained the role of advisory committee members. Motion was made by Richard Drury, seconded by Peggy Corbin that the 2012-2013 Advisory Committee Membership be approved as presented. Motion carried.

D. ESCC and President's Goals for 2012-2013

Dr. Linda Thomas-Glover presented and reviewed the Goals for 2012-2013. Robert Turner made a motion, seconded by Dee Fitch that the ESCC and President's Goals for 2012-13 be approved as presented. Motion carried.

VI. Information Items

A. President's Report

Dr. Linda Thomas-Glover called attention to a news item titled "Filling in the Skills Gap." She thanked Board members for their attendance at graduation. Dr. Thomas-Glover gave an update on ESCC's continued relationship with Wallops. She shared an email received concerning the hiring of one of our former students by Dav-Lear in California for a position at NASA Wallops Flight Facility. Dr. Thomas-Glover announced that ESCC will be applying for an Upward Bound Grant that if awarded would amount to \$250,000 a year for five years. This grant will focus on work with high schools in the STEM area and on college preparedness programs. Deadline for the grant application is July 20th. Dr. Thomas-Glover stated that during the recent "Rock On Program" held at Wallops on July 18th, ESCC had a team consisting of two students in our electronic program and John Floyd, the program coordinator. Dr. Thomas-Glover reported on SACS activities in June and stated that she will be chairing a SACS site visit in September. She announced that the Cabinet would be holding a retreat on Wednesday, July 11th to work on strategies for the upcoming year.

B. Vice President of Finance and Administration Report

Cynthia Allen reported that the new access road has been completed and open for use. She announced that we are currently working on the electronic signage for both entrances to the campus, and hopes for bids to go out mid-August.

C. Vice President of Academic and Student Services Report

Dr. James Ahern introduced himself as ESCC's new Vice President of Academic and Student Services. He stated that he began work on June 1st and gave a little background on himself and his desire to live and work on the Eastern Shore. Robin Rich-Coates gave an update on the college QEP. She also reported on the first Summer College Readiness Teaching Institute held on July 10th for high school English and math faculty. A second Summer College Readiness Teaching Institute will be held on August 14th. A mini-grant from the Foundation Board was received to help with the cost of these programs. Robin reported that help was also received from the Foundation for cost associated with her and one PTK member to attend the International PTK Conference held in Denver, CO this summer.

D. Director of Development Report

Eve Belote reported on areas of the college where mini grant money from the Foundation has been used in the past year. Eve announced that Jim McGowan will now serve as a full-time grant coordinator for ESCC. This position will also serve as coordinator for internships and help with fundraising and the alumni association. She reported on the success of two recent fundraising events held by the Foundation, and stated that the Golf Tournament raised approximately \$6,000 this year. The Foundation is beginning work on updating their strategic plan. Eve stated that she is also working on the electronic signage for the college and updating ESCC's website.

E. Coordinator of Research, Planning and Assessment Report

Judith Grier explained how program reviews work and the process of looking at what directions the college should be going. This year ESCC programs up for review are General Studies, Science, Early Childhood Education and the Early Childhood Career Studies Certificate.

F. Dean of Learning Resources Center Report

Pat Phillips announced that as part of the college's green initiative, the Learning Resources Center has purchased a BookScan Station that can be used by faculty & staff as well as community members at no charge. Using the BookScan Station touch screen items can be scanned to Google Docs, Email as attachments and USB Flash Drives.

G. Dean of Student Services Report

Bryan Smith gave a report on enrollment and discussed challenges we are facing this year. He discussed some of the challenges that are affecting our decline in enrollment. Bryan reviewed steps ESCC is taking to try to increase enrollment figures. He also reviewed Dual Enrollment counts by high schools for Spring 2012.

H. Dean of Workforce Development Report

Eddie Swain distributed and reviewed a copy of the Fall 2012 Navigator which is in the process of being printed. Plans are for the Navigator to be distributed in the Eastern Shore News in August. He highlighted two new non-credit programs to be offered in the Fall. Eddie announced that Tina Stratton-Taylor has been hired as the WIA Case Manager

VII Closed Session

Chairman, Lloyd Kellam, closed the open session of the Board meeting and went into closed session to discuss personnel matters.

There being no further business the meeting was adjourned. Next scheduled meeting will be held on October 9, 2012.

Prepared by:

Approved by:

Submitted by:

Mary Anne Wells
Stenographer

Lloyd Kellam
Chairman

Linda Thomas-Glover
Secretary