

Eastern Shore Community College Board

Minutes

July 12, 2011

The Eastern Shore Community College Board met on Tuesday, July 12, 2011 at 6:00 p.m. 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, Jeff Holland, William Jones, Lloyd Kellam and Bill Payne. Staff present: Dr. Linda Thomas-Glover, Cynthia Allen, Eve Belote, Pat Phillips, Robin Rich-Coates, Bryan Smith, Eddie Swain and Mary Anne Wells.

II. Presentation of Shore Lights Award

Dr. Linda Thomas-Glover presented the July Shore Lights Award to Diane Wheatley, Accountant/Human Resources Officer at ESCC.

III. Minutes of April 12, 2011

Jeff Holland made a motion to accept the April 12, 2011 minutes as distributed, seconded by Joyce Falkinburg. Motion carried.

IV. Board Appointments

Lloyd Kellam announced the reappointment of Peggy Corbin by the Accomack County Board of Supervisors, and the reappointment of Jeff Holland by the Northampton County Board of Supervisors. He introduced Bill Payne a new appointment from Northampton County. We are still waiting on a new appointment from both Accomack and Northampton Counties.

V. Action Items

A. Approval of Local Accounts (Board Discretionary; President's Discretionary; SGA Budget Request; Retirement Fund)

Cynthia Allen distributed copies of requests for each of the local funds accounts. She reviewed each account with information on where money is generated for the accounts,

as well as how the money was spent in each of the accounts. A motion was made to approve as a group all Local Account Funds for 2011-2012 as they were presented, seconded by Dr. Richard Drury. Motion carried.

B. Location of Bus Shelter

Cynthia Allen stated that Star Transit would like to provide a bus shelter for our students on campus. Location of any structure on campus requires approval of the College Board before being submitted to AARB for approval. She distributed a map with suggested location and a drawing of a possible design for the shelter. Joyce Falkinburg made a motion to approve the proposed location of a bus shelter on campus, seconded by Peggy Corbin. Motion carried.

C. Approval of Executive Committee for 2011-2012

Lloyd Kellam presented and recommended the current Executive Committee members: Marcie White, Lisa Lewis and Jeff Holland to continue to serve on the Executive Committee for 2011/2012. Motion was made by William Jones, seconded by Dr. Richard Drury to approve the Executive Committee for 2011-2012 as presented. Motion carried.

D. Approval of Advisory Committees Membership for 2011-2012

Dr. Linda Thomas-Glover presented the names of those to serve on ESCC's Advisory Committees for 2011/2012 for approval. She stated that last fall we held our first annual program where all advisory committee members were brought together, and then in the spring individual committee meetings were held. Plans are to hold another big annual meeting this fall. A motion was made by Joyce Falkinburg, seconded by Jeff Holland to approve the Advisory Committees Membership for 2011-2012 as presented. Motion carried.

E. ESCC and President's Goals for 2011-2012

Dr. Linda Thomas-Glover distributed and reviewed ESCC's Goals for 2011-2012. Peggy Corbin made a motion that the Goals for 2011-2012 be approved, seconded by Dr. Richard Drury. Motion carried.

VI. Informational Items

A. Report of Executive Committee

Lloyd Kellam gave a report on action taken by the Executive Committee in reference to the letter sent to Chancellor Glenn DuBois, and the approval of the revised College Board Policy and Procedures Manual.

B. President's Report

Dr. Linda Thomas-Glover reported the Dick Wilt has retired from his position as Dean of Instruction, and Robin Rich-Coates has been appointed as Interim Chief Academic Officer. Plans are to advertize and hire a replacement for Dean Wilt by January 2012. She stated that on state budget issues the VCCS faired very well and that ESCC was given a new faculty position. The decision was made to hire a new faculty member in the Social Science discipline. Position should be filled soon with the faculty member beginning work on August 16th . Dr. Glover reported that feedback on this year's graduation being held on campus was very positive. Plans are to continue to hold commencement on campus. For those students completing their GED a graduation program was held on June 17th . There were 120 graduates and 42 participated in the graduation ceremony. Dr. Glover announced that the term for Barbara Johnsen, who served on the State Board for Community Colleges and was our local liaison, has expired. We expect to receive word of who our new liaison will be soon. Discussion was held concerning the recognition of Ms. Johnsen for her service to ESCC. Dr. Glover stated that this could be done at the October meeting.

C. VP for Finance and Administration Report

Cynthia Allen announced that the deck off the student lounge has been removed and is being replaced with a concrete patio that will be ADA accessible. She stated that on June 8th bids for the new access road were opened. Bid has been awarded to Branscome. She expects to finalize the contract next week. Work will not be completed before Fall 2011 classes begin but we do not expect the road work to affect any activity on campus.

D. Director of Development Report

Eve Belote distributed and reviewed a handout with information concerning foundation mini-grants awarded for 2010-2011. She stated that the mini grant program has been very successful and that all requests for funds were granted. Eve announced that Jim McGowan has been hired as our part-time Grants Coordinator and began work on June 27th. Plans are to bring all grant information together in one location and to be able to

do research for new grants. She stated that if this position proves to be successful it may become a full-time position. Eve announced that we will hold our 40th Anniversary celebration on October 1st. The event will be held on campus and everyone is invited. She also reported that this year's golf tournament held in June raised \$6,500.

E. Dean of Learning Resources Center Report

Pat Phillips reported on areas in the Learning Resources Center that have been updated to better serve our students, faculty and staff and our community patrons.

F. Dean of Student Services Report

Bryan Smith presented an enrollment report. He stated that to date financial aid applications are up by 200. Bryan also reported on the Dual Enrollment program for 2010-2011. He stated that this program has grown significantly in the last six years. Bryan reported that the summer advising program "Jump Start" has received very positive comments.

G. Dean of Workforce Development Report

Eddie Swain distributed a handout with information on the Chancellor's Workforce Development Awards program held on May 31st and an article on the organization of a new Society for Human Resources Management (SHRM) chapter on the Eastern Shore that was held at the college on June 30th. He also reported on federal grant programs affecting Workforce Development. He announced that on September 29th and 30th ESCC will host the quarterly Workforce Development Services meeting. Focus will be on Eco-Tourism.

H. Interim Chief Academic Officer Report

Robin Rich-Coates stated that one focus of the Re-engineering Task Force has been the redesign of our developmental education program. We will be looking at better ways to serve our developmental students. Three goals are: 1) reduce the need for developmental education; 2) reduce the time needed to complete developmental education; and 3) increase developmental student graduation rates and transfer rates. This year our focus will be on Developmental Math and next year the focus will be on Developmental English. Robin announced that Paul Custis will be taking the lead in the implementation of the Developmental Math program at ESCC.

There being no further business, the meeting was adjourned. Next scheduled meeting will be held on Tuesday, October 11, 2011.

Prepared by:

Approved by:

Submitted by:

Mary Anne Wells
Stenographer

Lloyd Kellam
Chairman

Linda Thomas-Glover
Secretary