

EASTERN SHORE COMMUNITY COLLEGE

MINUTES

JULY 13, 2010

The Eastern Shore Community College Board met on Tuesday, July 13, 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: Richard Drury, Jeff Holland, Lloyd Kellam, Lisa Lewis and Mary Walker. College staff present: Cynthia Allen, Eve Belote, Dr. Linda Thomas-Glover, Judith Grier, Pat Phillips, Eddie Swain, Mary Anne Wells and Dick Wilt. State Board Liaison present: Barbara Johnsen.

At the opening of the meeting Dr. Linda Thomas-Glover presented the Shore Lights Award to Lisa Gibb, Cashier/Payroll Officer at Eastern Shore Community College.

There was not a quorum (8 members needed) at the meeting. Following the College Board By-Laws, Section 1.4 Special Meetings, each Board member will be notified individually through email for a vote of approval or disapproval on Action Items.

II. Minutes of April 13, 2010

In accordance with Section 1.4 of the By-Laws, the minutes of the April 13, 2010 meeting were approved as distributed by a motion made by Jeff Holland, seconded by Richard Drury. Motion carried unanimously.

III. Board Appointments

Lloyd Kellam reported that Marcie White had been reappointed to the Board by the Accomack County Board of Supervisors and that Mary Walker has been reappointed to the Board by the Northampton County Board of Supervisors. We are still waiting for a new appointment from the Accomack County Board of Supervisors to replace Terry Bailey.

IV. Action Items

In accordance with Section 1.4 of the By-Laws, the following actions were taken:

A. Approval of Local Accounts

A motion was made by Jeff Holland, seconded by Richard Drury to approve the following Local Accounts: Board Discretionary Account, the President's Discretionary Account, the Student Government Budget Request, the Auxiliary Reserve Plan for Parking Facilities and the Retirement Fund Account. Motion carried unanimously.

B. Appointment of Executive Committee for 2010-2011

Action postponed until next scheduled College Board meeting on October 12, 2010.

C. Approval of ESCC and President's Goals for 2010-2011

A motion was made by Jeff Holland, seconded by Richard Drury to approve the ESCC and President's Goals for 2010-2011 as distributed. Motion carried unanimously.

V. Informational Items

A. President's Report

Dr. Linda Thomas-Glover reported on the two graduations held recently – the ESCC College Graduation held on May 14, 2010 and the GED Graduation held on June 30, 2010. She also reported that again this year the college will be running a Summer Youth Employment Training Program (SYETP) which began on July 2, 2010. Dr. Glover commented on the One-Stop program operated through the college and shared a student success story. Dr. Glover met with Chancellor DuBois in June to review goals for last year and received a very good report. Dr. Glover announced that the college has received notification from the Southern Association of Colleges and Schools (SACS) that ESCC has been fully reaffirmed. She thanked faculty and staff for their hard work during the accreditation process. Dr. Glover recently visited with Dr. Janet Dudley-Eshbach, President of Salisbury University, and she and Eddie Swain met with Joe Campbell of Perdue. Dr. Glover announced that the Eastern Shore is one of forty communities who received an ACHIEVE grant from the Center for Disease Control and she will be serving on the Leadership Team. On July 16, 2010 the administration of ESCC will hold a retreat at the Shore Bank Headquarters; on August 16, 2010 Fall Convocation will begin and the college offices will be closed from 8 am to 12 noon for meetings. Also, on September 7, 2010 the Annual Planning Day will be held and college

offices will again be closed from 8 am to 12 noon so all employees can attend. The public will be notified of the closings.

B. VP of Finance and Administration Report

Cynthia Allen reported that the new access road project is moving forward and she expects completion in the next three to four months. She announced that Mary Rachel Barnes, a graduate of ESCC, has been hired as the new Admissions Officer.

C. Director of Development Report

Eve Belote stated that last year the Institutional Advancement Office did a complete revision of the college website to make it more user friendly. Eve then gave a presentation on the college website for the board.

D. Coordinator of Research, Planning & Assessment Report

Judith Grier reported on the student satisfaction survey done with graduates and other students at the end of the Spring 2010 semester. This year students who completed the survey were eligible for a gift certificate. Judith stated that this did help with the response rate for the survey and four students received gift certificates. She plans to share the results of the student satisfaction survey with the Board at the October meeting. Judith distributed copies of the College Mission Statement, a draft of the Strategic Goals 2010-2015 developed from the SWOT's held with the different focus groups this past year, and a draft of ESCC's Definitions of the VCCS Strategic Initiatives for everyone to review.

E. Dean of Learning Resources Center

Pat Phillips distributed and reviewed a handout showing how the Learning Resources Center is able to personalize a research guide for classes as needed. This supports our QEP on Information Interacy. She then gave a demonstration on the LRC's section of the college website. Pat also reported that this past year the LRC purchased 6 laptops to be available for student use and in the first six months they were checked out over 700 times.

F. Dean of Student Services

In Bryan Smith's absence, Judith Grier gave an enrollment report. She stated that for the 2009-10 academic year the Annual Headcount was 1446 and the Full-time Equivalent (FTE's) were 662. Both of these figures set a record for ESCC.

G. Dean of Workforce Development

Eddie Swain distributed a brochure on the Kid's College that ESCC will be holding in August. He explained that in putting this program together the college wanted to make this camp experience different than others being held on the Shore. The Kid's College will focus on careers kids might be interested in such as Robotics, Theatre, Agriculture, Emergency Services, Child Care, Interior Design and Healthcare.

H. Dean of Instruction

Dick Wilt reported on upcoming grant proposals and new articulation agreements that the college hopes to have in place soon.

There being no further business, the meeting was adjourned. Next scheduled meeting will be held on Tuesday, October 12, 2010.

Prepared by:

Approved by:

Submitted by:

Mary Anne Wells
Stenographer

Lloyd Kellam
Chairman

Dr. Linda Thomas-Glover
Secretary