

**EASTERN SHORE COMMUNITY COLLEGE BOARD
MINUTES
OCTOBER 13, 2009**

The Eastern Shore Community College Board met on Tuesday, October 13, 2009 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. Before the meeting began, Dr. Linda Thomas-Glover presented a resolution to Trooper Kurt Johnson, a student at ESCC, for his heroism on the night of February 6, 2009 where he pulled a trap child from an over turned, burning vehicle to safety.

Members present: Peggy Corbin, Richard Drury, Maury Enright, Gene Erb, Laura Falkinburg, Jeff Holland, Bill Jones, Lloyd Kellam, Lisa Lewis, Robert Turner, Mary Walker and Marcie White. Guest present: Barbara Johnsen, State Board for Community College liaison. College staff present: Cynthia Allen, Eve Belote, Linda Thomas-Glover, Judith Grier, Pat Phillips, Bryan Smith, Eddie Swain, Mary Anne Wells and Dick Wilt.

II. Minutes of July 14, 2009

Jeff Holland made a motion to accept the minutes of the July 14, 2009 meeting as distributed, seconded by Gene Erb. Motion carried.

III. Board Appointments

Accomack County – New Appointments – Laura Falkinburg and Lisa W. Lewis

Lloyd Kellam introduced and welcomed Laura Falkinburg and Lisa W. Lewis as new appointments by the Accomack County Board of Supervisors to serve on the Eastern Shore Community College Board.

IV. Action item

Holiday Calendar for 2010

Linda Thomas-Glover presented the college Holiday Calendar for 2010 for approval. Motion was made by Mary Walker, seconded by Peggy Corbin to approve the Holiday Calendar for 2010 as presented. Motion carried.

V. Informational Items

A. President's Report

Linda Thomas-Glover thanked all board members for their service to the college and presented each board member with a lapel pin to show our appreciation. Dr. Glover distributed and reviewed the college goals for 2009-2010 as an information item for the board. She reported on the status of the college's accreditation process with SACS and stated that our next report to SACS is due in April, 2010.

Dr. Glover updated the board on the Employee Recognition initiative that she requested funds for at the last meeting. A committee has been formed consisting of one faculty member, one professional faculty member and one classified staff member to recommend ways of recognizing staff accomplishments. She shared several recommendations received from the committee.

On Wednesday, October 14, 2010, Dr. Glover and Eddie Swain along with a group from Accomack County will be traveling to Richmond, VA to formulate a long-term vision for the Wallops space complex. Dr. Glover has been appointed by the Chancellor to serve on the Wallops Research Board. In addition she has met with another group, the Greater Salisbury Committee, which includes members from Delaware, Maryland and Virginia to discuss promotion of space tourism and general tourism in the region.

Dr. Glover reported on the success of the ribbon-cutting ceremony held on September 11, 2009 for the Business Development and Workforce Training Center and thanked all board members for their level of commitment to this project. She also reported that the eagle statue has been replaced in the area between the two buildings.

B. VP of Finance and Administration Services Report

Cynthia Allen distributed and reviewed the Financial Disclosure Statement form that all local board members must complete and return by January 15, 2010. She also distributed and discussed a statement showing local funds provided by Accomack and Northampton counties that showed the break down on how those funds are distributed and balances in each of the areas.

C. Director of Development Report

Eve Belote distributed the ESCC Foundation 2008 Annual Report which this year can also serve as a calendar. It includes information on a number of programs and events involving the college and the Foundation. The cover photo was taken by Diane Ginsberg. Eve reported that the Foundation capital campaign has concluded

and that the Foundation board will begin developing plans for a future campaign and begin work on the strategic plan. She announced that the new college website has been completed and is now available for board members to view at www.es.vccs.edu. Marketing of the college transfer and technical programs is underway and the college will be implementing a presence on Facebook.

D. Coordinator of Institutional Research Report

Judith Grier reported on planning that will be taking place at ESCC and presented a calendar for planning events to take place. We are beginning work on the college strategic plan that will align with the Virginia Community College Systems plan for 2010 - 2015. She asked for college board members to come prepared at the January 2010 meeting to work as a focus group to do a "Strengths, Weakness, Opportunity and Threats" (SWOT) analysis to help in the planning process of the strategic plan.

E. Dean of Learning Resources Center Report

Pat Phillips distributed a number of handouts with information concerning the college library. She reviewed with the board some of these items, and explained the services that the college's library has available for use by not only faculty, staff and students, but also for the community at large.

F. Dean of Student Services Report

Bryan Smith gave the enrollment report and stated that the college continues to break records in headcount and full-time equivalents (FTE's). The report compared Fall & Summer 2009 enrollment figures for the last four and five years and showed the breakdown for Fall 2009 by gender and race of the student body. He also reported on the Dual Enrollment program and compared enrollment figures for Fall 2009 to Fall 2008 in that program.

G. Dean of Workforce Development Services Report

Eddie Swain distributed a status report for Workforce Development Services (WDS) for 2008 and 2009 comparing figures to the VCCS Dateline 2009 Strategic Plan goals for WDS. He reviewed and explained the items on the report. Upcoming WDS course offerings were announced and a copy of the Navigator and a brochure for the Customer Service Curriculum for Fall 2009 were distributed.

H. Dean of Instruction Report

Dick Wilt gave a report on current credit classes and the status of several new curriculums recently approved. He stated that weekend and Friday only classes are proving to be very popular. Also, negotiations are currently taking place with J.

Sargeant Reynolds Community College and Riverside Shore Memorial Hospital to share resources to offer a Medical Lab Tech program possibly to begin in the Fall of 2010.

Two new initiatives are taking place to help with graduation and retention rates. A student achievement center has been established where students can receive help in many areas, including tutoring in different subjects and help with writing assignments. Students are also being directed to meet with their advisors to make sure that they are on track for meeting graduation requirements. Dick reported that we are looking at adding business and technology courses to the Dual Enrollment course offerings and possibly courses in Early Childhood Development in the near future. He reported that he will be serving on an advisory committee with the Delmarva Education Foundation that will be looking at college readiness.

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

Prepared by:

Mary Anne Wells
Stenographer

Approved by:

Lloyd Kellam
Chairman

Submitted by:

Linda Thomas-Glover
Secretary