

Eastern Shore Community College Board Minutes

October 8, 2019

The Eastern Shore Community College Board met on October 8, 2019 at 5:00 pm in WDS conference room 130, at Eastern Shore Community College, 29300 Lankford Hwy., Melfa, VA 23410.

I. Call to Order

A quorum was present and the meeting was called to order by Chair, Ted Lewis at 5:00 pm.

Present College Board: Paul Bibbins, Barbara Coady, Marianne Elebash, Terry Ewell, Aaron Kane, Ted Lewis, Glenn Muhle, Willie Randall, James Shaeffer, Jack Van Dame, Charles Walker, Sheila Walker, Ray Wood.

Present ESCC Staff: Eve Belote, David Branch, Bette Cornell, John Floyd, Judith Grier, Scott Hall, Patty Kellam, Cheryll Mills, Robin Rich-Coates.

II. Minutes of July 9, 2019

Motion made by Willie Randall, second by Aaron Kane to approve the minutes as distributed from the meeting of July 9, 2019. Motion carried unanimously.

III. Introduction

Dr. Shaeffer asked all the staff to state their name and title to the Advisory Board members, noting Scott Hall, the new Business Development Coordinator.

IV. Information Items

AAS in Technical Studies Program – John Floyd announced that this program has been approved. The start date for the layout schedule of the new classes will be spring 2020. This certificate program will allow every credit to count towards an Associate Degree. Students will not have to abandon a dream to go to college for a degree if they enroll in this certificate program. Glenn Muhle commented that this is a wonderful opportunity for students and that Career Coaches need to begin recruiting high school students in their junior year.

Agency Risk Management and Internal Control Standards (ARMICS) -- Eve Belote reported that Eastern Shore Community College management is responsible for establishing and maintaining an effective system of control, and that Tidewater Community College, on behalf of Eastern Shore Community College, has completed its control assessment of the agency level risks and significant fiscal processes at the transaction level. The signed certification statement has to be done annually. Everything is in place.

Update on Refresh/Matrix – Dr. Shaeffer gave an update on enrollment. He noted that FTE went up slightly and dual enrollment went down. He also noted that fewer students are taking more courses. Dr. Shaeffer reported there were 18 students who had to drop their courses due to finances. With donor support, \$20,000 was raised within 90 minutes and the 18 students were able to complete their enrollment.

MOU w/ODU – Dr. Shaeffer was pleased to announce that the college just received the contract agreement. This agreement will facilitate the seamless transfer of students attending Hampton Roads

Strategic Transfer Alliance (HRSTA) schools – Eastern Shore, Paul D. Camp, Thomas Nelson and Tidewater community colleges – to ODU. The agreement also facilitates a reverse-transfer program that helps participants transfer ODU credit back to the community colleges, allowing them to earn their associate’s degrees while being enrolled in a bachelor’s degree program.

Action Items

Holiday Plan – 2020-2023 – Eve Belote asked the Advisory Board members for approval of the holiday calendar which follows along with Tidewater Community College’s plan. Motion was made by Robie Marsh, second by Jack VanDame.

Career Studies Certificates (approval) – Robin Rich Coates presented the G3 Planning Grant—Get a skill, get a job, give back and continue to further develop career pathways for students in areas where there is a significant need in the workforce; Allied Health, Information Technology, Technical Studies and Early Childhood Development. Robin Rich Coates reviewed the curriculum with the Advisory Board members and asked for approval. Motion made by Robie Marsh, second by Barbara Coady.

President’s Report

Dr. Shaeffer gave an update on the “Refresh Goals,” and reviewed what our goals are for the first year. Dr. Shaeffer reported that the college has hired two new employees, Dr. Patrick Tompkins, the VP of Academics and Workforce who will begin his position on November 4, 2019, and Scott Hall, the Workforce & Business Solutions Officer, who started on September 16, 2019. Dr. Shaeffer also reported that he is currently working with Star Transit to help better the transportation options for our students.

Dr. Shaeffer noted that plans have begun for the Inauguration, which Lisa Lewis is coordinating and that the scheduled date is March 27, 2019. Governor Ralph Northam will be invited to attend.

Patty Kellam reported that the Foundation Board, College Advisory Board, faculty and staff attended the “Meet and Greet” which was coordinated by Lisa Lewis for Dr. Shaeffer. It was a nice event held in the atrium of the WDS building. Patty mentioned the Golf Tournament, which was a huge success in fundraising. There were 40 sponsors and 86 golfers. The Oyster Roast, a fundraising event, has been scheduled for January 31, 2020. Tours of the new building are being offered if anyone is interested. There will be a ribbon cutting ceremony in early January.

The Advisory Board conducted no closed session.

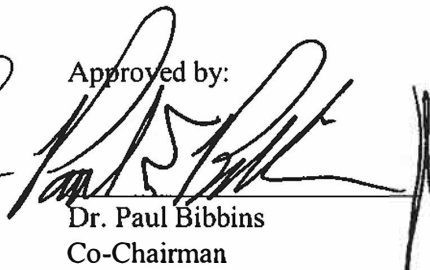
Meeting adjourned 6:40 pm.

Prepared by:



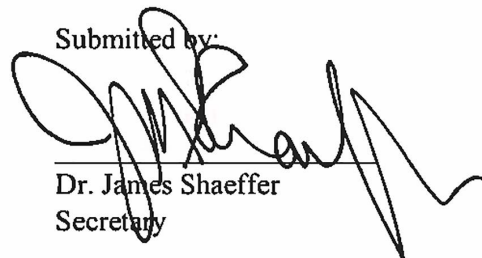
Bette J. Cornell
Recorder

Approved by:



Dr. Paul Bibbins
Co-Chairman

Submitted by:



Dr. James Shaeffer
Secretary