

Eastern Shore Community College Board

Minutes

October 7, 2014

The Eastern Shore Community College Board met on Tuesday, October 7, 2014 at 6:00 pm in the Workforce Development Building Conference Room.

I. Call to Order

Vice-Chair, Dr. Richard Drury, called the meeting to order. He announced that since we did not have a quorum, no actions would be taken during this meeting. Action items will be handled at a later date in accordance with the College Board Policy and Procedures Manual.

Members present: Peggy Corbin, Richard Drury, Terry Ewell, Joyce Falkinburg, Dee Fitch, Lloyd Kellam, and Ted Lewis. College staff present: Dr. Linda Thomas-Glover, Eve Belote, Annette Edwards, Judith Grier, Janet Justis, Melody Moore, Eddie Swain, Teresa Guy, Barry Neville, Robin Rich-Coates and Mary Anne Wells. Guest present: Dorcus Helfant-Browning, State Board Liaison.

II. Recognitions

Dr. Linda Thomas-Glover presented to the Board the October 2014 Shore Lights Award winner, Mary Anne Wells, Administrative Assistant to the President at ESCC.

Dr. Linda Thomas-Glover presented Robin Rich-Coates with a pin from Phi Theta Kappa for her 25 years as an advisor for ESCC's PTK Chapter Alpha Pi Chi. She also announced that Alpha Pi Chi has been a 5 Star Chapter for the past 15 years. A brick will be purchased and placed at Phi Theta Kappa Headquarters' Alpha Courtyard located in Jackson, Mississippi in honor of Robin's service.

III. Academic Program Review

Barry Neville, Assistant Professor of History, presented an academic program review for the Liberal Arts program at ESCC, this is the largest transfer program that ESCC offers.

IV. Working Families Success Network (WFSN) Initiative Presentation

Teresa Guy, Career Pathways Program Coordinator, gave a presentation on the Working Families Success Network Initiative (WFSN). WFSN is an Achieve the Dream expansion initiative.

V. Minutes of the July 22, 2014 Meeting

There being no quorum at the October 7, 2014 College Board meeting, action on this item will be handled in accordance with Section 2.800 D. 2. of the College Board Policy and Procedures Manual, which states that *"a vote may conducted by telephone, email or other means to take whatever specific action may be deemed necessary."*

By email a motion was made by Ted Lewis, seconded by Joyce Falkinburg, that the minutes of the July 22, 2014 meeting be approved as distributed. Motion carried.

VI. Board Appointments

Accomack County New Appointment (to date no new appointment to replace Marcie White has been made by the Accomack County Board of Supervisors).

VII. Action Items

There being no quorum at the October 7, 2014 College Board meeting, action on these items will be handled in accordance with Section 2.800 D. 2. of the College Board Policy and Procedures Manual, which states that *"a vote may conducted by telephone, email or other means to take whatever specific action may be deemed necessary."*

A. Holiday Calendar for 2015 (Attachment A)

By email a motion was made by Barbara Coady, seconded by Terry Ewell that the ESCC Holiday Calendar for 2015 be approved as presented. Motion carried.

B. Local Funds Budget Request for 2015-16 (Accomack & Northampton Counties)

By email a motion was made by Lloyd Kellam, seconded by Joyce Falkinburg that the Local Funds Budget Request for 2015-16 for Accomack County and Northampton County be approved as presented. Motion carried.

VIII. Informational Items

A. President's Report

Dr. Linda Thomas-Glover announced that Mary Anne Wells will be retiring after 41 years of service to ESCC on January 1, 2015. An advertisement for her position will appear in the Wednesday, Oct. 8th edition of the ES News and the Friday, Oct. 10th edition of the ES Post. Dates are being proposed for holding a planning session for the Board

concerning the new college strategic plan. A short survey will be distributed to everyone to complete to select which of those dates works best in their schedule. Details for the planning session will be distributed later. Dr. Thomas-Glover gave an update on the English class that was to be held at Wallops Island this fall. Due to low enrollment the class had to be cancelled, but we are planning to try to offer two classes again for the spring semester. Location for the classes will be at the Lockheed Martin facility located at Wallops Island. She also gave an update on the college's partnership with the ES Health Communities and announced that a Youth Leadership Academy will be held at ESCC in the upcoming months. The UAS Technical Interchange event held at ESCC on Oct. 2nd was a big success. At the meeting LJT and Associates announced that they would be donating proceeds from their golf tournament to ESCC for a student scholarship. She gave kudos to the WDS staff for all their hard work in putting this event together. Dr. Thomas-Glover announced that we received notice today that our 2014 Practical Nursing graduates had received a 100% pass rate on the NCLEX Boards. Dr. Thomas-Glover brought to the Boards attention a recent news article on the MARS internship program graduation ceremony. ESCC had 3 students participating in the program and all gave excellent presentations at the ceremony. She stated that two of the students were offered employment and the third student expects to receive an offer of employment after completing additional courses at ESCC. Dr. Thomas-Glover stated that we have received funding from the VA Space Grant Consortium to develop a course in concert with the summer Rock Sat and Rock On programs held at Wallops Island. John Floyd has taken the lead role on this project. She asked everyone to mark the following dates on their calendars; November 5, 2014 the Annual Advisory Committee program will be held at ESCC at 6:00 pm; November 18 & 19, 2014 the Annual State Board for Community Colleges meeting will be held in Richmond, VA, any Board member wishing to attend should contact Mary Anne Wells as soon as possible to register; and finally on March 18 & 19, 2015 the State Board for Community College meeting will be held at ESCC.

B. VP of Finance and Administration Report

Annette Edwards distributed and reviewed the Local Funds Budget Distribution Report for FY 2013-14 that shows where funds have been spent. She also distributed and reviewed the ESCC Financial Internal Control and Compliance Findings Report for FY 13. This report showed audit suggestions, with ESCC's responses and actions. Annette also distributed, per a request at the last Board meeting, a listing of all ESCC clubs with a short description of each club and the advisor for each club.

C. Interim VP of Academic and Student Services

Dr. Melody Moore distributed and reviewed an enrollment report comparing ESCC's unduplicated headcount and FTE's for the last 5 years for Fall, Spring and Summer

semesters. She also included a report on Dual Enrollment for Fall 2013 and Fall 2014. This report broke down Dual Enrollment classes for Fall 2014 by school, instructor and enrollment in each class.

Eddie Swain distributed the new "Navigator" publication to all Board members and pointed out the new design format spearheaded by Mickie Spangler. He also announced that registration is still in progress for the Accomack and Northampton Economic Forecast 2014-2015 event to be held on Wednesday, October 15th from 8 am to 12:30 pm.

Dr. Thomas-Glover announced that the Foundation Oyster Roast will be held on November 7th. Anyone interested in attending is asked to contact Eve Belote.

There being no further business the meeting was adjourned.

Prepared by:

Approved by:

Submitted by:

Mary Anne Wells
Stenographer



Jeff Holland
Chairman



Linda Thomas-Glover
Secretary