

**Eastern Shore Community College Board**  
**Minutes**  
**January 8, 2013**

The Eastern Shore Community College Board met on Tuesday, January 8, 2013 at 6:00 pm in the Business Development and Workforce Training Center conference room.

**I. Call to Order**

Chairman, Lloyd Kellam, called the meeting to order.

Members present: Barbara Coady, Peggy Corbin, Richard Drury, Terry Ewell, Joyce Falkinburg, Dee Fitch, Jeff Holland, Aaron Kane, Lloyd Kellam, Bill Payne, Jack Van Dame, Marcie White. College staff present: Dr. Linda Thomas-Glover, Dr. James Ahern, Eve Belote, Annette Edwards, Judith Grier, Bryan Smith and Mary Anne Wells.

**II. Minutes of October 9, 2012 Meeting**

Motion was made by Bill Payne, seconded by Joyce Falkinburg, that the October 9, 2012 minutes be approved as distributed. Motion carried.

**III. Presentation of Shore Lights Award**

Dr. Linda Thomas-Glover presented the January Shore Lights Award to Linda Pruitt, Associate Professor of Nursing.

**IV. Action Items**

**A. Local Funds Budget Requests – Accomack & Northampton Counties**

Annette Edwards presented the Local Funds Budget Request for Accomack and Northampton Counties for approval. Jeff Holland made a motion that the Local Funds Budget Request for Accomack and Northampton Counties be approved as distributed, seconded by Jack Van Dame. Motion carried.

**B. Appointment of Committee to Evaluate the President**

Chairman, Lloyd Kellam, asked for volunteers to serve on this year's Committee to Evaluate the President. Bill Payne, Barbara Coady and Marcie White volunteered to serve on this committee.

**C. Appointment of Committee to Review Board Policy and Procedures Manual**

Chairman, Lloyd Kellam, asked for volunteers to serve on a committee to review the College Board Policy and Procedures Manual. Terry Ewell, Richard Drury and Dee Fitch agreed to serve on this committee.

**D. Approval of Academic Calendars for 2013/2014 and 2014/2015**

Dr. Linda Thomas-Glover presented the college Academic Calendars for 2013-2014 and 2014-2015 for board approval. She reviewed the process for development of the calendars. Motions was made by Joyce Falkinburg, seconded by Dee Fitch to approve the Academic Calendars for 2013/2014 and 2014/2015 as presented. Motion carried.

**V. Informational Items**

**A. President's Report**

Dr. Linda Thomas-Glover reported on several personnel issues concerning retirements, resignations and vacancies. She stated that several partnerships are being developed; one with the NAVY and a possible one with Virginia Wesleyan College. Dr. Thomas-Glover stated that as a partner of the Coalition for a Healthy Eastern Shore the college participated in the application process for a grant on Leadership Development which is funded by the Public Health Institute. The grant was approved for funding. The focus of the grant will be on wellness. Dr. Thomas-Glover reported on the Transfer Technology Seminars held recently in partnership with other community colleges in on the DelMarVA peninsula; Wor-Wic Community College, Chesapeake Community College and Delaware Tech. She stated that she will be attending a meeting on Wednesday of this week in Richmond to explore a partnership with TCC on Early Childhood Education and the Smart Beginnings initiative. She reported that Accomack County Schools has asked her to serve on a STEM Educational Advisory Committee. Dr. Thomas-Glover reported that she will be meeting with the Boards of Supervisors in both counties in February. A copy of the VCCS Annual Report for 2011/2012 was distributed to everyone and attention drawn to the inside of the back cover where ESCC's Electronics program was highlighted.

**B. VP of Academic and Student Affairs**

Dr. James Ahern reported on two initiatives currently taking place. A degree audit is currently taking place to look at credit inflation in degree and certificate programs, and work has begun to bring them into line with an average of 60 credits for associate degrees and 30 credits for certificate programs where possible. The second initiative is

the development of an honors seminar at ESCC. He hopes to launch this in the Fall 2013 semester.

**C. VP of Financial and Administrative Services**

Annette Edwards stated that Conflict of Interest Statements for 2012 are due January 15, 2013. She reported on the Payment Card Industry (PCI) audit. Annette stated that construction of the two new electronic signs are in progress and expected to be completed by the end of January, and that the bus shelter will be installed by the end of this week. She announced that the campus will have new vending services installed in February. Annette also announced that an analysis on whether to renovate the main building or build a new one is currently in progress. Discussion was held on details of the analysis.

**D. Director of Development Report**

Eve Belote reported that the VCCS will hold a Legislative Reception in Richmond on February 6, 2013. Any Board members interested in attending should contact her or Mary Anne Wells. Eve distributed a handout with information concerning Project Horizons and described how the project was conceived and where it is today.

**E. Coordinator of Institutional Research, Planning & Assessment Report**

Judith Grier reported on several mandates she is working on; gainful employment, tracking veterans; decision support system and SCHEV and IPEDs reports. She stated that our fifth year SACS report will be due in September of 2014.

**F. Dean of Student Services Report**

Bryan Smith distributed and reviewed an enrollment report. He stated that dual enrollment registration have not been added to date. Bryan also distributed a snapshot report that showed headcount and FTE's for all VCCS schools on a specific date. He stated that we are seeing an increase of veterans registering for classes.

**G. Dean of Workforce Development Services Report**

Dr. Linda Thomas-Glover presented a news release concerning ESCC Pharmacy Tech Instructor.

## H. Commencement

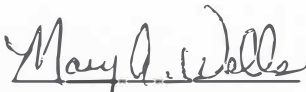
Mary Anne Wells reported that graduation will be held on Wednesday, May 15, 2013 beginning at 4:00 pm. Board members should arrive by 3:15 pm. Further information on graduation activities will be send to everyone at a later date. She asked that everyone let her know as soon as possible if they will able to attend.

There being no further business, the meeting was adjourned. Next scheduled meeting will be held on April 9, 2013.

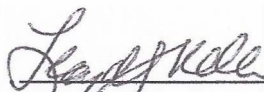
Prepared by:

Approved by:

Submitted by:



Mary Anne Wells  
Stenographer



Lloyd Kellam  
Chairman



Linda Thomas-Glover  
Secretary