

**Eastern Shore Community College Board
Minutes
September 29, 2015**

The Eastern Shore Community College Board met on Tuesday, September 29, 2015 at 6:00 pm in the Business Development and Workforce Training Center conference room.

I. Call to Order

Chair Jeff Holland called the meeting to order. He thanked everyone for attending and introduced the Board's newest member, Mrs. Earline Washington.

Members present: Richard Drury, Dee Fitch, Jeff Holland, Aaron Kane, Lloyd Kellam, Lisa Lewis, Ted Lewis, Glenn Muhle, Bill Payne, Jack Van Dame, and Earline Washington. College staff present: Dr. Linda Glover, Dr. Kimberly Britt, Eve Belote, Annette Edwards, Judith Grier.

II. Recognitions & Presentations

Dr. Linda Thomas-Glover presented the September Shore Lights Award to Camesha Handy, College Success Coach at ESCC. Dr. Glover shared a few comments from Camesha's nomination. Ms. Handy shared a few words of thanks in appreciation for receiving the award.

Board chair Jeff Holland asked the board's newest member to share a few things about herself with the board. Mrs. Washington informed the board that she came to the Shore some time ago and has since raised a family and enjoyed working in the school system here.

III. Academic Program Review

Linda Pruitt, Associate Professor of Nursing provided the Academic Program Review for the ESCC nursing program. She gave a PowerPoint presentation after giving recognition and praise to her instructors. Mrs. Pruitt discussed the minimum requirements needed to become a Long Term Care Aide (LTCA). She then went on to inform the board of career settings where an LTCA would be able to find employment. Mrs. Pruitt concluded her review with an overview of the program which included the program's strengths and weaknesses. The board held discussion on the information presented.

IV. Action Items

A. Minutes of July 8, 2015

Motion made by Jack Van Dame, seconded by Dee Fitch, that the minutes of the July 8, 2015 meeting be approved as distributed. Motion carried.

B. Approval of the Holiday Calendar for 2016

Jeff Holland presented the College Holiday Calendar for approval. Dr. Glover gave a review of the proposed calendar. Motion was made by Richard Drury that the 2016 Holiday calendar be approved, seconded by Lloyd Kellam. Motion carried.

C. Approval of Local Funds Request

Annette Edwards presented the Local Funds request to the Board for approval. She gave an overview of attachments B and C. Mrs. Edwards indicated that these figures did not include request for new facility site work. Jeff Holland asked if there was any other questions on the topic. Motion was made by Dee Fitch, seconded by Lloyd Kellam that the local funds request be approved as presented. Motion carried.

D. Local Fund County Allocations

Annette Edwards presented the Local Fund County Allocations. Dee Fitch made a motion to approve the Local Fund County Allocations as presented, seconded by Lloyd Kellam. Motion carried.

V. Information Items

A. President's Report

Dr. Linda Thomas-Glover reported that ESCC was working on aligning ESCC goals with those of the VCCS's Strategic goals for 2021. She then gave the board an overview of the goals.

She informed the Board that the College is currently doing data mining to find out what works best in order to form a strategy that will be most effective. Dr. Glover gave an update on the Higher Education Partnership. Dr. Glover indicated that in 2016 the University of Maryland Eastern Shore (UMES) would be hosting the Mid-Atlantic Higher Education Business and Research Conference and Steering Committee. Dee Fitch inquired about the enrollment size of UMES. Dr. Glover indicated that she believed it was between 4,200 and 4,500 students.

Dr. Glover gave an overview of recent community program highlights which included: The STEM Summit, Student Internships, and the Community Solar/Governor McAuliffe visit. She announced that on November 10th the College will host a session for Business and Job Fair for Community Solar.

Dr. Glover shared the results of the Great Colleges to Work For survey with the Board. She informed the Board that the survey was comprised of about 60 statements that employee responded to. She told the Board that ESCC was compared to other two year institutions and went into further detail about the survey averages.

B. VP of Finance & Administration Report

Annette Edwards reported on the new facility project phases and estimated dates. She estimated ground breaking would begin as early as August or September of 2016. Further discussion was held on the topic by the Board.

Annette informed the Board that on Saturday, October 10th through Sunday October 11th a new HVAC system will be installed to replace the broken one on top of the main building. Annette then shared with the Board that Diane Wheatley would be retiring from the college. She indicated that a search would be done to fill the position.

C. VP of Academic & Student Services

Dr. Kimberly Britt reported that her transition as the new VP of Academic and Student Services has been a smooth one. Dr. Britt shared that the welding instructor Brian Lilliston had recently left ESCC. She informed the Board that interim instructors have been selected and put into place so students could continue in their program without interruption until the position can be filled with a permanent instructor.

Dr. Britt also informed the Board members that Mrs. Jody Baggett recently retired and that there will be a search conducted to fill that position. Dr. Britt shared the numbers from the most recent enrollment. Board Chair Jeff Holland asked for clarification of the demographic statistics for the Shore in comparison to the overall VCCS statistics. Dr. Britt stated that she will have more information at the next board meeting.

Dr. Britt reviewed the top five majors selected by students from Accomack and Northampton Counties. The Board discussed the topic further.

There being no further business, the meeting was adjourned. Next scheduled meeting will be held on January 12, 2016.

Prepared by:

Approved by:


Submitted by:



Roshell Brown
Stenographer



Jeff Holland
Chairman



Linda Thomas-Glover
Secretary