

Eastern Shore Community College Board
Minutes
April 10, 2012

The Eastern Shore Community College Board met on Tuesday, April 10, 2012, 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, Maury Enright, Terry Ewell, Joyce Falkinburg, Dee Fitch, William Jones, Lloyd Kellam, Lisa Lewis, Bill Payne, Robert Turner and Marcie White. College staff present: Dr. Linda Thomas-Glover, Cynthia Allen, Eve Belote, Judith Grier, Pat Phillips, Eddie Swain and Mary Anne Wells.

II. Minutes of the January 10, 2012 Meeting

Joyce Falkinburg made a motion to accept the January 10, 2012 minutes as distributed, seconded by Richard Drury. Motion carried.

III. Recognitions and Presentations

Dr. Linda Thomas-Glover presented the April Shore Lights Award to Greg Jones, adjunct English instructor at ESCC. Dr. Thomas-Glover recognized two board members whose terms will expire, Maury Enright and Bill Jones. Each board member was presented with a certificate of appreciation and a framed photo of the college campus.

IV. Action Items

A. College Board Meeting Dates for 2012-2013

Lloyd Kellam presented the College Board meeting dates for 2012-2013. Motion was made by Dee Fitch, seconded by Terry Ewell, that the College Board meeting dates for 2012-2013 be approved as presented. Motion carried.

B. Report and Approval of Executive Committee Action on February 12, 2012

Lloyd Kellam reported on the action taken by the Executive Committee on February 12, 2012 to add an additional \$200 to the Local Board Discretionary Fund for 2011-2012. Motion was made Marcie White, seconded by Joyce Falkinburg that the report on action taken by the Executive Committee be approved. Motion carried.

C. Approval of the Local Board Discretionary Fund for 2012-2013

Cynthia Allen presented the request for funds for the 2012-2013 Local Board Discretionary Fund for approval. Joyce Falkinburg made a motion, seconded by Dee Fitch, that the funds for the 2012-2013 Local Board Discretionary Fund be approved. Motion carried.

D. Approval of Parking Plan

Cynthia Allen presented the 2012-2014 Auxiliary Reserve Plan for College Parking Facilities for approval. She reported on past usage of these funds and possible future use. Joyce Falkinburg made a motion that the plan be approved, seconded by Terry Ewell. Motion carried.

E. Approval of SGA Budget Adjustment

Cynthia Allen presented a request from the Student Government Association to shift funds in the 2011/12 budget from the Leadership line item to the Activities line item to cover cost for the Annual Field Day activities to be held on April 27th. Motion was made by Robert Turner, seconded by Joyce Falkinburg to approve the request. Motion carried.

F. Report of the Nominating Committee

Joyce Falkinburg, chair of the Nominating Committee, presented the following slate of officers for 2012-2014: Lloyd Kellam to serve as Chairman, and Marcie White to serve as Vice Chair. Robert Turner made a motion to accept the report from the Nominating Committee, seconded by Terry Ewell. Motion carried. Election vote on slate of officers will be held at the next scheduled meeting on July 10, 2012.

G. Appointment of Executive Committee for 2012-2014

Lloyd Kellam presented the following individuals to serve on the Executive Committee for 2012-2014 with the chair and vice chair; Lisa Lewis and Richard Drury. Dee Fitch made a motion to accept the appointments, seconded by Marcie White. Motion carried.

V. Informational Items

A. President's Report

Dr. Linda Thomas-Glover brought attention to two items included in the board packets; the 2012-2013 College Catalog and the Inquiry – a Journal of the VCCS. Dr. Thomas-Glover reported on a meeting held in March at Wallops with Educational Partners concerning the Wallops Research Park. She announced that she will be attending a meeting on Wednesday to map out strategies. Dr. Thomas-Glover stated that ESCC is applying for an Upward Bound grant to focus on STEM issues. She reported that six ESCC students are currently doing internships at NASA, four in the electronic field and two in information systems technology. She stated that one student had already been hired to work through the summer. Dr. Thomas-Glover reported on the statewide College Readiness Committee that she chairs and a recent webinar held. Robin Rich-Coates the Chief Academic Officer is working to secure funds to hold a College Readiness Workshop on campus this summer for area high school teachers. Dr. Thomas-Glover announced that commencement will be held on Tuesday, May 15th here on campus. She stated that cap & gowns are ready for pick up tonight and that everyone should arrive by 3:15 pm on the 15th. Mr. William Wrobel, NASA Wallops Flight Facility Director will be this year's commencement speaker. Dr. Thomas-Glover announced that the new access road will open for use on April 11th. She also reported on the hiring search for a Vice President of Academic and Student Services. Interviews have been held and she is in the process of checking references. Offer for the position should be made soon.

B. Vice President of Finance and Administrative Services Report

Cynthia Allen announced that she is happy to finally be able to open the new access road. She reported on personnel hires in her department; David Rogers has been hired as our full-time security guard and she is in the process of interviews for someone to fill the Accounts Payable/Purchasing position. Cynthia announced that work will begin soon on updating technology equipment.

C. Director of Development Report

Eve Belote reported on two upcoming events, the partnership with the Arts Council of the Eastern Shore to be held on April 21st and the Scholarship and Distinguished Alumni Program luncheon to be held on Friday, April 27th. She stated that scholarship donors and recipients will be attending the luncheon as well as, for the first time, three distinguished alumni will be recognized at the luncheon. Eve reported that work is ongoing on this year's commencement to be held on May 15th, and announced that the foundation golf tournament will be held June 15th. She announced that the Foundation is currently working on their strategic plan which will come before the College Board for review before the end of this calendar year. The Foundation Board is also working on updating many of their policies. Eve stated that the college Emergency Operations Plan will come before the Board for approval at the July meeting.

D. Coordinator of Research, Planning & Assessment Report

Judith Grier reviewed two handouts; the first version of the ESCC Fact book and a Community Profile for ESCC that is provided by the Virginia Employment Commission in conjunction with the VCCS. In the absence of the Dean of Student Services, Judith reported that ESCC's current headcount for the Spring 2012 semester is 991, down about 7%.

E. Dean of Learning Resources Report

Pat Phillips reviewed an LRC handout on the Gale Virtual Reference Library and a booklet on the Delivery Value of the Virtual Library of VA (VIVA).

F. Dean of Workforce Development Services Report

Eddie Swain reported on the Kids College to be held on campus August 6th through August 10th. He stated that our program is unique in that we are able to count our enrollment figures in these course because of our focus on employment. On personnel matters, Eddie reported that we are currently advertizing two part-time positions; one for an Adult Career Coach and another for a Experiential Learning/Job Placement Coordinator. Eddie thanked Dr. Richard Drury for his help in obtaining a signature for one of our grant applications recently submitted. He also thanked Mr. Lloyd Kellam for his help with our Pharmacy Technology program. Students recently completed all course requirements.

VI Closed Session

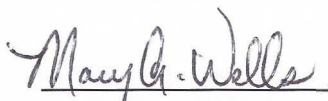
Chairman Lloyd Kellam closed the open session of the Board meeting and went into a closed session to receive the report from the Committee to Evaluate the President.

There being no further business the meeting was adjourned. Next scheduled meeting will be held on July 10, 2012.

Prepared by:

Approved by:

Submitted by:



Mary Anne Wells
Stenographer



Lloyd Kellam
Chairman



Linda Thomas-Glover
Secretary