

Eastern Shore Community College

Minutes

July 9, 2013

The Eastern Shore Community College Board met on Tuesday, July 9, 2013 at 6:00 p.m. 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, Terry Ewell, Joyce Falkinburg, Dee Fitch, Aaron Kane, Lloyd Kellam, Lisa Lewis, and Bill Payne. College Staff present: Dr. Linda Thomas-Glover, Eve Belote, Annette Edwards, Judith Grier, Janet Justis and Mary Anne Wells.

II. Minutes of the April 9, 2013 Meeting

Motion was made by Dee Fitch, seconded by Joyce Falkinburg, that the April 9, 2013 minutes be approved as distributed. Motion carried.

III. Recognitions

Dr. Linda Thomas-Glover presented the July Shore Lights Award to Charlie Killmon, Library Specialist for Media and Technical Services at ESCC.

IV. Board Appointments

Lloyd Kellam announced that Lisa Lewis and Joyce Falkinburg have been reappointed by the Accomack County Board of Supervisors.

V. Action Items

A. Change of Date for October Meeting

Lloyd Kellam announced that Dr. Thomas-Glover has a conflict with the date of the next scheduled meeting on October 8, 2013. She has a commitment with the Southern Association for Colleges and Schools for an accreditation visit at Okefenokee Technical College. A motion was made by Lisa Lewis, seconded by Joyce Falkinburg that College Board members be pooled to see what other date in October will work best for the majority of members. Motion carried.

B. Approval of Emergency Operations Plan for 2013-2014

Eve Belote, as a representative of the Emergency Preparedness Committee, presented the 2013-2014 Emergency Operations Plan for approval. Dee Fitch made a motion that the Emergency Operations Plan for 2013-2014 be approved as presented, seconded by Joyce Falkinburg. Motion carried.

C. Advisory Committee Membership for 2013-2014

Dr. Linda Thomas-Glover presented the 2013-2014 Advisory Committee Membership for approval. Motion was made by Barbara Coady, seconded by Bill Payne to approve the Advisory Committee Membership for 2013-2014. Motion carried.

D. ESCC and President's Goals for 2013-2014

Dr. Linda Thomas-Glover distributed and reviewed the ESCC and President's Goals for 2013-2014. Bill Payne made a motion to approve the ESCC and President's Goals for 2013-2014 as presented pending approval also by Chancellor Dubois at Dr. Thomas-Glover's meeting with him on July 10, 2013. Motion was seconded by Terry Ewell. Motion carried.

E. Curriculum Updates

Robin Rich-Coates distributed and reviewed curriculum changes for several ESCC programs. The Educational Programs Committee has approved all changes and now board approval is requested. Dee Fitch made a motion that the curriculum changes be approved as presented, seconded by Terry Ewell. Motion carried.

VI. Informational Items

A. President's Report

Dr. Linda Thomas-Glover thanked everyone for their participation in commencement this year. She reported that we had an increased of 4.6% in our number of graduates this year over last year. Dr. Thomas-Glover brought to everyone's attention the new 2013-2014 ESCC Catalog and Student Handbook, and stated that the photo on the cover was taken by Matt Goldstine, a recent graduate. She stated that a copy of the updated College Board Policy and Procedures Manual has been distributed to everyone. Dr. Thomas-Glover reported on the results of and our responses to the Civil Rights Audit held this spring. She also reported that we recently signed a MOU with the Eastern Shore Literacy Council and stated that the college will be providing resources and space for the Literacy Council on campus. On June 19th we held a GED graduation ceremony,

thirty-four of the ninety-seven recent GED graduates participated in the ceremony held at Nandua High School. The speaker for the event was Sharon Dunnagon, Director of Critical Care at Riverside Shore Memorial Hospital. Dr. Thomas-Glover announced that she has been selected to serve as the Virginia delegate to the Southern Association of Colleges and Schools.

B. Vice President of Finance and Administrative Services Report

Annette Edwards reported on the successful move for the college email system to Office 365 in the Cloud. She also reported on the destruction of old records in accordance with the Virginia Library guidelines. Annette announced that both Accomack and Northampton county governments have approved the college request for funds for the up-coming year. She also reviewed the areas where these funds are used.

C. Assistant to the VP for Academic and Student Services Report

Robin Rich-Coates gave a presentation on ESCC/STEM Internship Program at NASA Wallops Flight Facility. Some of the benefits of the internship program include: two interns that have received full-time summer internships at NASA Wallops and Navy SCSC; four former interns have been hired by Wallops Contractors; ESCC sponsored for the first time RockOn and RockSAT C Teams in the NASA Competitions. Robin also reported on the National Science Foundation grant funds received and how these funds will be used. She reported on the Mobile Training Unit that ESCC will be sharing with six other community colleges. Robin reported on the graduation and pass rates for Practical Nursing, Medical Assisting and Long Term Care Assistant programs. She distributed and reviewed enrollment trends by program for the last five years.

D. Director of Development Report

Eve Belote reported on our challenge with another crack in the granite under the eagle. She stated that this year's golf tournament was a success and raised \$6,000. Eve reported on VCCS scholarships recently awarded to two ESCC students, Ashley Burr and Angelica Garcia.

E. Coordinator of Research, Planning and Assessment Report

Judith Grier distributed and reviewed materials on ESCC program review process. She stated that at a future meeting we may have one of our lead faculty members do a program review presentation for board members.

F. Dean of Learning Resources Center Report

Janet Justice distributed and reviewed a chart concerning the use of LRC computers by community patrons from 2011 to the present. She also distributed and reviewed a chart showing the usage of our new scanner by patrons for the past year. Janet explained some of the capabilities of the scanner and stated that this service is free of charge to everyone.

G. Dean of Student Services Report

Annette Edwards distributed and reviewed the enrollment report prepared by Bryan Smith, Dean of Student Services. The report compared enrollment headcount and FTE's for Fall 2012, Spring 2013 and Summer 2013 for the last seven years.

H. Dean of Workforce Development Services Report

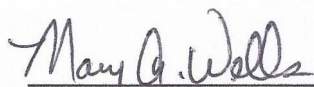
Dr. Linda Thomas-Glover distributed two items from Eddie Swain, Dean of Workforce Development Services. The first item was an advertisement for the Kid's College to be held at ESCC on August 5 thru 9 for ten to fourteen year olds. The other item was a copy of a recent news release on ESCC first braiding class graduates.

There being no further business the meeting was adjourned.

Prepared by:

Approved by:

Submitted by:



Mary Anne Wells
Stenographer



Lloyd Kellam
Chairman



Linda Thomas-Glover
Secretary