

Administrative Council Minutes
May 6, 2009
Daniel Campus

Present: John Cavan, John Sykes, Jack Ancell, Peter Hunt, Dorothea Sizemore, Dennis Smith, Christie Hales, JoAnn Cage, Earl McDaniel, Sandra Thompson, Al Yoder, Judy Shepherd, Matt Dunn, Linda Sheffield, Bonnie Gilliam, Mary Jane Elkins, Chad Patton, Brent Richey, Freddie Reekes, Sally Tharrington

Preliminary Budget Allocation: \$500,000 less than expected
Possible 6.5% increase in tuition with .5% going to the VCCS
Year-end \$75,000-\$80,000 left to carry over

Al Yoder: Car Show -- May 23 on Daniel Campus
Electronics workshop -- June 29-July 3
Art Camp for credit -- June 8- 26
Percy Richardson taking group to Africa July 6 -17
Plumbing Course May 22 – July 1
In-service on creating Faculty WebPages this summer
College Core Competencies will be done every year, with classes rotating
SCHEV will begin implementing Stage Assessment

Judy Shepherd: New Horizons Conference was recently attended
Seminar for Unemployed to be held – flyer has been sent out

Matt Dunn: (for Debra Andrews)
Placement tests have been given to students at the 10 serviced high schools
Open House on 3/27 very successful with over 230 students, counselors and teachers attending
14 groups currently want to attend during May and June. Need ideas on how to accommodate

Linda Sheffield: Literacy Fair to be held May 21st in Keysville
Summer Youth Work Experience Grant Proposal for \$500,000 being submitted
Youth between ages of 14-24 to work 30 hours per week for six weeks
June 1st – September 30

Bonnie Gilliam: Chase City site to receive funds to complete building for the High School Health Sciences career classes

Mary Jane Elkins: Foundation Golf Tournament is June 3rd
Need teams and sponsors
Half of the proceeds to go to International Travel and half to the Foundation
110 dual Enrollment graduates who will also receive their Associates to be honored May 6th
5/19 – Coffee with Cavan in Blackstone
5/28 – Representative from Tobacco Commission/Loan program for 4 year schools to be here
In July, will begin a distinguished alumni award
Alumni success stories forthcoming

Sandra Thompson: Our Middle College program was well received in April when it was presented in Washington, DC
Invited to present in Providence, RI
Four Middle College students will be receiving their Associates degree
One Middle College graduate accepted into UVA nursing program
Another Middle College student to be featured in the Department of Labor report
October – second Great Expectations Forum
GED Graduation May 30th

Dorothea Sizemore: Elementary School program which encourages reading on the bus (started by a Southside student who is now a bus driver) has been well received

Dr. Cavan: Reminder to get the word out on what good things are going on at Southside.
Send information to Christie Hales
SVCC has the 3rd highest faculty salaries in the VCCS. See e-mail from Chad Patton

Chad Patton: October ASAC Meeting
Currently evaluating three on-line and seated courses
QEP page has links

Brent Richey: Overall enrollment for the college is up 3.8%
Possible expansion of the Distance Ed program
Dual Enrollment numbers down slightly

Dennis Smith: Nurse Aid recognition May 7 on Daniel Campus for 60 students with over 400 people in attendance
Already 160 calls for summer CNA program
Adding Buckingham class at night in fall
Lunenburg Correctional interested in Cisco program in fall

Freddie Reekes: Recent visit to Greenrock Correctional Center. Liberty University offers these on-line classes through blackboard. SVCC may tag along.

Sally Tharrington: Financial Aid workgroup meeting for the VCCS will be held May 28 on the Daniel Campus
Increase in work study monies making summer work studies available for students.
Pell for the year nearing six million

JoAnn Cage: Introduction to Career Pathways Training, Wizard Training and Financial Management Training, Your Next Big Step all being offered

Jack Ancell: Kelly Goscinski and Harvey Powers working on website
All funds in equipment trust fund depleted
Issuetrak system to be implemented

John Sykes: Retirement Luncheon on Daniel Campus at noon on May 11, 2009
Al Roberts and Debra Smiley working on the Buggs Island Telephone Initiative
ADN pinning May 13th in Alberta
GED graduation on May 22nd in Alberta

140-150 GED graduates on the Christanna campus from July 1
Possible increase in class size in the fall of general education classes—currently minimum of 8

Peter Hunt: American Express can be used in bookstores and business office

The bookstores are each purchasing E-Commerce software to enable students to purchase books on line. This software will interface with PeopleSoft. This will be in place by fall semester. We have accumulated many boxes of stored documents on both campuses which need to be thinned out. Peter will arrange for a mobile shredder to spend one day on each campus to shred un-needed documents. Each department is asked to start identifying document they want to dispose of and to fill out a certificate of records destruction form for the records you need destroyed. Peter's office will email this form to each department.

New Officers for 2009-2010:

Sally Tharrington – Convener
Dorothea Sizemore – Secretary

Next Meeting: July 22, 2009, Christanna Campus, Room #108, 1:00 p.m.