

Minutes of Administrative Council
January 25, 2008
Christanna Campus

Present: Jack Ancell, Debra Andrews, Matt Dunn, Mary Jane Elkins, Shannon Feinman, Elizabeth Grizzard, Christie Hales, Shelia Harper, Peter Hunt, Chad Patton, Freddie Reekes, Brent Richey, Tom Reynolds, Al Roberts, Judy Shepherd, Dorethea Sizemore, Debra Smiley, Dennis Smith, John Sykes, Sally Tharrington, Tom Wisbey, Al Yoder

Absent: Bonnie Gilliam, JoAnn Cage, Rosa Hawkins, David Johnson, Earl McDaniel, John Cavan

INSTITUTIONAL EFFECTIVENESS

Chad Patton presented information related to our web page and mentioned items concerning the Planning Retreat scheduled for February 7, 2008.

Numerous assessments are planned for many areas.

ENROLLMENT/FTE UPDATE:

Brent Richey provided the current spring 2008 enrollment as it compares to 2007.

Supplied the projected "Drop List" for non payment. Staff was asked to review the list in order to make corrections.

Problem with the Help Desk on the Daniel Campus has been addressed.

BUDGET UPDATE/SECURITY

Peter Hunt discussed possible surplus funding that could be used by various departments within the college. (Pay increase is not included as a possibility)

Security has been increased and was discussed in detail. Contact Mr. Hunt for additional concerns and suggestions.

FOUNDATION UPDATE

Mary Jane Elkins discussed the current status of the Foundation and the fund raising projects taking place within the college.

Mrs. Elkins has arranged General Assembly visits for both campuses.

To date 165 scholarships have been awarded by the Foundation. Donations to the Foundation are always appreciated!

DISLOCATED WORKER FUNDS

Dr. Sykes announced \$300,000 has been allocated to the college by Workforce Investment Board. The college will pursue how these funds can be spent. Any suggestions should be directed to Dr. Sykes.

ONE STOPS

Dr. Sheffield announced SVCC will now serve as the Lead Agent for the One Stops.

NON CREDIT FUNDS

Tom Reynolds reported he has non credit money that needs to be spent for Workforce related activities.

JAZZ AND JAMBALAYA

Al Roberts announced the Jazz and Jambalaya event will take place April 4th. Longwood Jazz Ensemble and J. Plunky Branch will perform.

New completion date for Emporia Facility is March.

SACS UPDATE

Dr. Grizzard reported everything appears to be good in relation to our SACS Evaluation.

MIDDLE COLLEGE REPORT

Shelia Harper gave an update on our Middle College Program, noting that we have had 400 GEDs graduates and 300 to enroll at SVCC. I would like to recognize all of the Adult Education staff for their hard work in recruiting and retaining adult learners in Southside Virginia.

FINANCIAL AID

Sally Tharrington announced 1600 students have applied for Financial Aid. Workshops have been conducted at several schools.

DUAL ENROLLMENT

Shannon Feinman discussed Dual Enrollment offerings and stated Dual Enrollment is ahead for this year.

CAREER COACHES

Debra Andrews provided information concerning Career Coaches. Chad Patton plans to conduct an assessment of Career Coaches in the near future.

LCAKC

Tradesman classes have been successful. LCAKC has served about 60 students in January for HVAC, electrical, and plumbing classes.

Lake Gaston Chamber has announced that they will be setting up a scholarship for a student to attend SVCC.

New quilting class made for Spring.

CORRECTIONS EXPANSION

Dennis Smith reported classes will soon be taking place at Buckingham and Dillwyn Correctional Centers.

Dennis also reported on Work Keys and the CRC program with the Department of Corrections.

COUNSELING UPDATED

Judy Shepherd and Dorothea Sizemore made the council aware of the upcoming events at each campus.

UPCOMING EVENTS

January 30 th	General Assembly Visit
February 7 th	Planning Retreat
February 11 th	Transfer Student Focus (Christanna Campus)
February 20 th	Make it Happen (Christanna Campus)
March 7 th -9 th	State Basketball Tournament (Brunswick High School)
March 8 th	Spring Women's Festival (Christanna Campus)
March 31 st	Career Day 11:00-1:00 (Christanna Campus)
April 4 th	Jazz and Jambalaya (Christanna Campus)
April 11 th	Park View Senior Career Day (Christanna Campus)
April 11 th	College Day (Daniel Campus)

Next meeting March 28th Christanna Campus 12:00 (Lunch included)