

Provost Team  
September 10, 2009

Present: Al Roberts, Dennis Smith, Earl McDaniel, Shannon Feinman, Jack Ancell, Peter Hunt, Dale Wooding, Dorothea Sizemore, Brent Richey, Cindy Mason

Al:

1. Provost Team meeting reminders and minutes will be sent out.
2. The concern with the Career Coach position in Danville has been resolved. Halifax and DCC will share the position.
3. Al met with Earl and Janet Laughlin of DCC about the spring schedule. Classes were scheduled to begin at 8:00 a.m. even though the budget reduction may require that the Center open at 10:00 a.m. The budget will be known by the end of the month. Reductions may be covered by deferring the rent payment on the facility.
4. Applications for the Virginia Tech Excellence in Education can be requested from Al. Dr. Cavan encourages participation.
5. An email complaint from a parent was distributed and discussed with the group. Al would like for all areas to be cognizant and reinforce providing excellent customer service in each department.

Brent:

1. The third drop took place which included 177 students – 111 of those students were on the Daniel campus. Last fall, 308 students were dropped. Enrollment is up over 20% (includes dual enrollment). FTE increase of 900: up 28% on Christanna (includes South Hill and Emporia) and 14% on Daniel.
2. Drop was successful.
3. Financial Aid will shut down October 9 and refunds will go out the end of October.

Dale:

1. Hallways are being blocked to install new heat pumps. This work should be completed in 3-4 weeks.
2. There are issues with parking. Students don't have decals and students are parking in faculty/staff spaces. Tickets are being written but without consequences, they are continuing this conduct. Peter will take this concern to President's Staff.

Peter:

1. There is talk of a one-day furlough for state employees. This day may be the Friday before Memorial Day. It was noted that the College is open on Memorial Day. This will be discussed at President's Staff.
2. The budget is covered unless we take a big dip in enrollment.
3. There is communication about employees paying 5% of their retirement. Will keep everyone updated on this as well.
4. Piedmont Health is offering free flu shots. This will be available for faculty, staff and students.
5. RCL will be meeting with us on Monday to discuss the new building plan.

Jack:

1. Noticed a larger volume of requests on Issuetrak during the first two weeks of classes. In the future, technical support will be available on campus during the evenings to provide assistance.

Shannon:

4. Although busy, the start of the semester was good. Evening coverage worked out well; not a large volume the second week.
5. Pre-engineering dinner will be Wednesday, September 16. The number is down because some schools are not participating.

Earl:

1. There is an issue with printers not being easily accessible or being able to control the use because they are in the hallway instead of the classroom. Al directed Earl to formally request that the printers be moved.

Dorothea:

1. Student Services is in recovery mode. Thanks to all who helped make Orientation and the start of the semester a success.
2. There are a few alert notices from faculty and they are being handled.
3. Several student activities are planned to enhance student life on campus.

Dennis:

1. The Board of Nursing will be here October 22-23. The board will visit sites and will audit the Nurse Aide program.
2. When are students notified that a class is cancelled? Per Shannon, classes are reviewed for cancellation on a case-by-case basis.

The next meeting will be held on October 13 at 1:30 p.m., and will be a Campus Council meeting.