

MINUTES
PRESIDENT'S STAFF
Christanna Campus
January 16, 2008

Legislative Trip – If snow and classes are cancelled we won't go.

Administrative Job Description Changes: IT Security Responsibilities – Will put all administrative position's IT security responsibilities in the Faculty/Staff Handbook.

Honorary Degrees – Will give only Louise Lucas a degree this year.

SACS – Responded to SACS and have answered all preliminary questions.

Political Science – Will request opinion from SACS on allowing full-time and adjunct faculty sited in the on-site visit report, who demonstrate a good-faith effort toward proper credentialing, to continue to teach through Summer 2009. Full-credentialing must be met by Fall 2009.

Dual Enrollment Occ Tech Classes – Policy continues to be we don't want to have mixed classes but if it happens we will do it on a case by case basis.

Wired Grant – Opportunity Incorporated grant through Crater Planning District, \$50,000 for the first year in 2010.

Master Calendar – Put on hold for two weeks

Workforce Development Center Conflicts – If there is a function on campus on Friday, suggest basketball team practice off campus. Don't set up on Thursday for a week-end event.

Weapons Policy - Will delete exception section of the current weapons policy.

HR Position Revisited – HR position approved.

Multi-Year – Multi-year committee will meet January 17th.

Fletcher Magnum Meeting – Peter will set up a meeting as soon as possible.

One Stop Position – Budget must be submitted to President's staff and any additional positions approved before advertising.

Summer Pay – Need to decide on this.

Unpaid Students – Have 840 college wide at this point but the last day for payment is January 22nd.

Snack Bar – Will try breakfast and lunch at JHD for the next two weeks. If this is not financially viable, then will just go to vended items on the Daniel Campus.

Higher Ed Crisis & Emergency Plan – Chad said if HB 489 is passed, our emergency plan must be reviewed and revised every four years. The State Board will review them if bill HB 489 is passed.

IT Authorization - Robin Daniel will send out IT authorization forms for supervisors to sign.

Truck Driving – Per Liz Grizzard the Rotary Meeting will plug truck driving in Emporia.

Jazz & Jambalaya – Second Annual Jazz & Jambalaya will be on April 4th. The Longwood Jazz Band and Plunky Branch will perform.

Sym Lab – Al Roberts said we need to have someone be responsible for running the Sym Lab. Will look at Nursing Services Success grant as a possible funding source.

Middle College – Al Roberts, Linda Sheffield, John Cavan and Shelia Harper met with Dale Temple, Adult Education Regional Director, about money for a Middle College for Emporia. May get \$25,000 from the VCCS. Will try to get permission from JTCC for a Middle College in Petersburg.

Civil Rights Class – Tom Reynolds is looking at a Moton class in Farmville. The Moton Foundation wants \$75 per class. Will look into doing one class at Moton Building and the rest at Longwood or Prince Edward High School.

Cumberland – Could possibly put ADJ class there at night. Tom and Dennis will do a MBT class.

Contractor Trades – Twenty have signed up for this class at LCAKC.

South Boston RN Program – Mary Jane informed President's Staff of a legislative amendment which would give the South Boston nursing program \$300,000 over two years.

ID Cards – Chad will work with our IT Services on providing IDs for off campus sites.