

**President's Staff Agenda
Estes Center in Chase City
February 21, 2008 at 11:30 AM**

Attending: John Sykes, Al Roberts, Liz Grizzard, Peter Hunt, Brent Richey, Mary Jane Elkins, John Cavan, Al Yoder, Tom Wisbey, Chad Patton, Tom Reynolds, David Johnson

Before starting, Johnson/Cavan/Hunt/Roberts reported on visits/contacts with legislators.

Halifax Chamber Annual Meeting and Banquet

SVCC has reserved a table for the upcoming Halifax Chamber Annual Meeting, 3/18/08. Tom Reynolds and David Johnson are to select 10 individuals to go.

ID Card Makers

Cost to put card maker at off-campus locations - \$3000 each. Approved purchase of 2 and Peter Hunt will request SVHEC to purchase one for use in South Boston.

Year-end Contingency Spending Plan

Peter Hunt reviewed requests from staff including emergency call systems.

SACS

Working on dual enrollment faculty credential issues.

One Stop MOU

Question was raised as to what SVCC's responsibilities were as the One-Stop Coordinating Agency? Will ask Linda to discuss at next staff meeting.

Decision on Summer Pay

The faculty committee proposal was discussed. Provosts will continue to analyze and make recommendation at next staff meeting.

Inclement Weather Policy

An internal memo will be generated regarding arrival times on days when closing decisions are made due to inclement weather.

David Johnson will work with Blair Potts to create a webpage link for closings and delays.

State of the College

Discussed having the report professionally printed. Given budget constraints, decided to print in-house as needed and maintain on the SVCC website.

Facilities Use Requests

Party requesting wedding reception on lawn at Christanna - Approved

Zeta Phi Beta Ball for scholarship fund – Charge \$100 set up and clean up - Approved

Randolph Henry 50th Class Reunion – Charge \$100 set up and clean up - Approved

Learning Communities

John Sykes discussed report on Learning Community provided by Chad Patton. Report reflected strong academic gains in Learning Community groups.

Course Coding

Referred to Provosts and Deans.

Honors Program

Honors Committee has met and recommended changes to the program. Referred to Provosts and Deans.

COOP Plan

A Disaster Recovery Exercise has been scheduled for March 7 at Daniel. Participants include: David Johnson, Peter Hunt, Will Hamilton, Dale Wooding, Robin Daniel, Lydia Ramsey, and Blair Potts.

QEP Implementation

Chad Patton discussed integrating the TLTR and the QEP Implementation Team. Staff approved with the addition of Stan Johnson, Leigh Moore, Judy Shepherd, Terry Whisnant, Lisa Back.

DEQ Training Opportunity

Tom Reynolds discussed expansion of program at Pickett. With additional partner interest, SVCC can become the Virginia training site for water quality.

Also discussed a woodworking company looking to locate in our area. Training curriculum is being developed.

Adult Career Pathway Demonstration Grant Awards

Received \$50,000 grant from VCCS to restructure welding programs at SVCC.

Construction Trades

First meeting of Advisory Committee on March 11, 5:00 PM at Sheldon's.

Sweitzer Scholarship

SVCC has received a gift to begin an endowment for Heavy Equipment scholarships.

Enrollment

Spring 2008 FTE stands at 2352.

RN Applications

Applications are at about 50% of last February. Actions are in place to increase numbers.

Around the Table

Elkins – Truck Driving grants can provide tuition for training of individuals residing outside the service area.

Cavan – US Senate and House looking at raising the age category representing youthful offenders.

Yoder – Joan Tuck sent report from Tech Council. Topics of interest included: recommendation to raise Tech Fee by \$1 per credit per year for 4 years, articulated issues with IT Security policies and email accounts.

Daniel LPN (Farmville) program is up for reaccreditation visit this year.

Wisbey – Reported on discussions with Duncan Quicke regarding trucking classes on weekends. Can be done over 15 weeks. Recommended giving opportunity for one more class at Emporia to make before deciding.

Patton – Regional Jail in Emporia wants to incorporate Work Keys assessments and skills gap training.

Reynolds – Starting classes at Buckingham Correctional next week. Tradesmen classes have started with good enrollment. Cumberland County has Patriot Day on April 19. We need a table there.

Sykes – Reported on EDS as cited in the paper. Have never standardized Drug Dosage and Terminology. Wisbey/Yoder to pursue.

Roberts – VASS MOA draft. Suggested editing and bringing back to staff for approval.

Hunt – Dual Enrollment reimbursement needs to be discussed at later date.

Richey - SIS Support position has been interviewed. Committee recommends one individual. Pending meeting with Dr. Cavan, Brent will proceed with hiring the position.