

President's Staff Meeting
April 3, 2008
Daniel Campus Minutes

Present: John Cavan, Mary Jane Elkins, Peter Hunt, David Johnson, Chad Patton, Brent Richey, Al Roberts, Linda Sheffield, John Sykes, Tom Wisbey, Al Yoder, Tom Reynolds

Before starting, Dr. Cavan reported on a conference he attended in New York. Highlights included results of studies on Inmate Education, Distance Learning and Integrating of GED, Career Technical Education, Dual Enrollment and College classes.

ASAC Report: John Sykes and David Johnson reported on major topics.
--In response to the VASS initiative, the VCCS agreed that Dual Enrollment and AP classes/students would exist separately and would not be blended.
--Reviewed and discussed the 20 most popular distance education classes.
--Discussed more emphasis being placed on strategic planning for the VCCS--- beyond Dateline 2009.
--Distributed recommended changes for the Faculty Evaluation Policy. It will be discussed and reviewed before the next ASAC meeting

Graduation Walking Policy: Approved policy that students within eight (8) credit hours of meeting requirements for graduation who plan to complete those requirements in the summer session, will be allowed to participate in the graduation ceremony. Brent Richey will notify everyone.

Nursing Uniforms in Bookstore: Agreed to work with the uniform vendor and Financial Aid to explore possible ways for nursing students to purchase uniforms prior to beginning of class.

Prospective Graduate Survey: Chad Patton reported the survey will be modified somewhat and automated more. He requested suggestions on ways to improve the survey.

Faculty/Program Efficiency: Chad Patton distributed handouts on these topics which will be used in the budget process.

Fall Schedule Theme: Agreed to feature the two new centers in Cumberland and Emporia.

Marketing Dollars: Christie Hales will be asked to develop a general marketing plan for the Fall.

Student Fees: Agreed to submit a request to the Local Board on April 9 to increase fees as follows:

- Student activity from \$1 to \$1.25 per credit
- Comprehensive (parking) from \$1 to \$1.25 per credit
- Establish a fuel surcharge for truck driving and heavy equipment of \$150 per program

Educational Aid Requests: Approved: Kelley Barnes \$400
Jennifer Adams \$400
Shana Cisco \$400

New History Course: Al Yoder presented a proposed new History course. After some discussion, it was agreed to further discuss with Christanna faculty and review again before submitting for approval.

Course Prefix Change: Agreed to implement new prefixes for Health Information Technology and Speech and Drama effective for Fall, 2009.

2008-2009 Student Activity Budgets: Discussed and approved with modification to be presented to the Local Board on April 9.

Rome Secure Proposal: Reviewed this Emergency Alert System and will consider during the budget process.

Facilities Use Policy Revision: Peter Hunt and David Johnson will work on possible revisions and present to the President's Staff.

WIRED Grant: Mary Jane Elkins reported SVCC has received \$50,000 to pay for a Truck Driving instructor in Emporia.

Part-Time In-School Case Managers: Approved the hiring of two part-time In-School Case Managers until July 1, 2008.

Culinary Arts: Linda Sheffield will prepare a Culinary Arts Career Studies Certificate Curriculum to be presented at the next Instructional Affairs meeting.

Cumberland Mechanical, Electrical, Plumbing Lab: Terry Clarke is working with Mike Cooper and their architect for the design and layout of a MEP lab at the Cumberland County Community Center.

Middle College Expansion: Linda Sheffield reported that we have received a grant for \$50,000 per year for three years to employ a transition counselor to work with foster care individuals as they are transitioned into Middle College. This will include working with the Concept I Academy.

Virginia Cantaloupe Festival: David Johnson will order a \$300 Bronze package which include four tickets and advertising for SVCC for the July 25th Cantaloupe Festival featuring Delbert McClinton.

Dual Enrollment Charges: David Johnson will set up a meeting with Melody Hackney and Jim Thornton to discuss charges for Dual Enrollment classes and report back to the President's Staff. Career-Technical articulated credits will also be discussed.

Middle College Video: Anne Hayes was commended for developing a Middle College video.

NISOD Annual Conference: Mary Jane Elkins and faculty members will attend on May 25-28 in Austin, TX.

Basketball Funding: Agreed to request \$2,000 from vending funds to augment our teams participation in the Men's and Women's tournaments. Request will be presented at Local Board meeting on April 9.

Welding Program Advisory Committee: Approved the recommended individuals which will be presented to the Local Board meeting on April. 9.

E-Survey for On-Line Classes: Chad Patton reported the process is improved whereby each on-line class will be surveyed on a voluntary basis. He commended Blair Potts for his work on this project.

Tobacco Commission: Mary Jane Elkins will attend the Special Projects Committee meeting on April 29.

Farmville LPN Program: Al Yoder reported that we received a good review by the Nursing Board representative. Will be reported to her Board on July 14.

Blair Marketing Group: Christie Hales will coordinate visits from this group on April 14 and 17 to obtain more photographs for the SVCC marketing program.

Golf Tournament Sponsorships: Peter Hunt will review and develop a policy for these requests.

Over Enrollment
Allocations:

Discussed a concern about these numbers. Peter Hunt will check on these and will discuss further during the budget process.