

President's Staff Meeting

January 28, 2010

Daniel Campus

Attendance: Cavan, Hunt, Elkins, Ancell, Patton, Richey, Wisbey, Feinman, Edmonds, and Roberts

Absent: Sykes and Sheffield

1. **Faculty/Administrative Leadership Academy-** Mr. Wisbey requested that Debra Smiley and Michelle Edmonds be nominated to attend the Academy. President's Staff agreed. Dr. Cavan to follow-up.
2. **Enrollment-** Mr. Richey noted college enrollment is up by 27.7% and that it is expected to change once enrollment is completed. There are many dual enrollment and off-campus locations that have not completed enrollment.
3. **Well Field Claim-** Mr. Hunt stated that a claim has been submitted on our geothermal well field which had several wells go bad. He stated that the settlement from this claim is \$92,877.
4. **Farmville Culinary Project-** Dr. Roberts contacted the program director for this project. They would like a consortium agreement for hospitality and culinary arts with area 2 and 4 year institutions with articulation agreements.
5. **Region VIII Superintendents' Meeting-** Ms. Feinman reported that this was held January 26<sup>th</sup> at Nottoway School Board Office. Gave updates on planning for Governor's School restructure. Superintendents from Alberta service area feel that they are not going to fiscally be able to commit to a Pre-Engineering program at the Alberta Campus at this time. The plan for Pre-Engineering to operate in conjunction with Governor's School at the Daniel Campus will proceed. There will be further discussion on this. Dr. K. David Smith has been named new Superintendent in Prince Edward.
6. **Budget Status-** Mr. Hunt gave an update on the budget. We are going to meet with Brunswick and Halifax Counties regarding our local funds request.
7. **Gatekeeper Success for Remedial Students Quality Study-** Mr. Patton discussed this item. This is a joint research project between the VCCS and Columbia University. SVCC was selected as a site to participate. A research team will make a 3-day site visit to collect data about this in the spring.
8. **Plans to Improve Retention-** We will look at CNA, Heavy Equipment, Truck Driving. Mr. Patton has looked at the numbers of certificates that have been awarded and he will be discussing this further with members of President's Staff.
9. **Campus Security and Violence Prevention-** Mr. Patton presented this and President's Staff agreed that an abbreviated version needs to be placed in the catalog and also posted online. Mr. Patton asked President's Staff to read over information and make suggestions so that it can

be forwarded to legal council for feedback. Mr. Wisbey noted that the ADJ students started on the Christanna campus on Monday of this week a campus safety patrol. Their purpose is to observe and report anything out of the ordinary.

10. **Registration Forms-** Mr. Richey noted that all off-campus sites house registration forms with the exception of South Hill and Chase City. Also, it was noted that the South Hill center does not take payments as the other centers do. President's Staff noted that a decision on this needs to be tabled in light of the fact that Dr. Sykes was not present to have input as he is responsible for oversight of these centers.

11. **Roundtable Discussion-**

- Mr. Hunt- Soil and Conservation Department agreed to meet with us and discuss a MOU for the heavy equipment range. There is a visit set up with the state to come and evaluate each of our campuses as mass shelter sites. There is also a meeting with Charlotte County on planning and emergency exercise.
- Mr. Ancell- Gave an update from VCCS Tech Council. Some VCCS colleges have outsourced printing and copying; this has saved TCC 50% in costs. We may want to look at this in the future for SVCC. There are new SEC 508 Accessibility requirements that the College must implement. This includes our website, software that we use and the software that comes with text books. Faculty are encouraged to check for accessibility compliance when choosing new textbooks. More details will be forthcoming from the System Office Accessibility Coordinator. The Virginia Education Wizard ([www.vawizard.org/](http://www.vawizard.org/)) is being upgraded to version 2.0. The new site will be ready in February or March. PeopleSoft will not be available on Friday, March 5 through Saturday, March 6 to upgrade People Tools. There should be minimal impact on us since this is over Spring Break. There are new Federal Guidelines we must implement concerning music downloads and Peer-to-Peer networking. Our technology acceptable use agreement will be modified to reflect the new guidelines. He also noted that the Commonwealth Biggest Loser speaker conflicts with a V-Tel class we offer and we will televise the class instead of the speaker.
- Mr. Patton- Went to stew day at the capitol this week and had the opportunity to speak to the Governor briefly.
- Dr. Roberts- Dr. Roberts clarified that Student Services will follow-up on the Brown V. Board of Education scholarship.
- There being no further business the meeting was adjourned.

Respectfully Submitted,

Michelle Edmonds