

PRESIDENT'S STAFF MINUTES
Christanna Campus
February 6, 2009

Present	John Cavan, John Sykes, David Johnson, Jack Ancell, Mary Jane Elkins, Peter Hunt, Al Yoder, Chad Patton, Brent Richey and Tom Wisbey
Top Health	Materials handed out with agenda.
Pickett Park Project	Letter from the Chancellor was shared with regards to what we need to do to make Pickett Park a campus. We will proceed with SACS proposal and in serving 100 FTE's per Chancellor's letter.
Lake Country Advanced Knowledge Center	SACS approved the College's Lake Country Center as an off-campus instructional site.
US Census Presentation	A representative of the US Census will make presentation to Dr. Johnson and others who are interested. Please contact David Johnson if interested.
Educational Aid Request	Approved Educational Aid Requests \$400 – Jeremy Perkins \$400 – Brent Richey
Enrollment	Up 226 FTE – Approximately 10% increase FTE's. In 2008 we had 2204 and in 2009 we have 2340 FTE's.
University of Mary Washington Presidential Inauguration	Mary Jane will ask Jim Stepahin.
Recreation/Fitness Center	A private firm approached the President with an offer to build a center and finance it with student fees. We are exploring this option with a presentation on March 6 of the concept. The firm has put up similar centers in other community colleges in the Commonwealth.
Budget	Discussed pending budget cuts. If we assume an 8% cut with a 7% increase in tuition, we would be looking for \$500,000 to make up next year.
Administrative Evaluations	A reminder that administrative evaluations need to be completed. This was a SACS requirement during our visit.

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Other

On Monday, February 9, students from Christanna Campus will visit legislature.

Wendy Hailey is leaving for St. Louis. There is a 2:00 p.m. reception on Thursday to say goodbye.

The Superintendent's Meeting will be next week and Dr. Cavan will discuss our financial situation with the superintendents.

The short-term loan program was useful with 163 students taking part. 100 of those qualified for financial aid and 63 are currently on loans.

A \$1500 E-Marketing grant was received by Workforce. The group discussed a "just in time" grant proposal for \$1700 for items that could be used to submit to our Welding program or nursing boot camp.

Workforce also sent out surveys to employees who have, in this past year, participated in custom training.

Discussed enlarging our cyber offerings to increase FTE's we may lose from dual enrollment. Wisbey will form a committee to develop a plan and process. Composition would include Brent Richey, Chad Patton, Al Roberts, Ashley Leslie, Kelly Goscinski and a faculty member from Daniel and Christanna.