

President's Staff Meeting

May 6, 2010

Daniel Campus

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

Absent: Wisbey and Sheffield

1. **Surplus Through Longwood-** Mr. Hunt Discussed that Longwood has offered to sell our surplus items and share a portion of the profits with us. He will look into this and report back to President's staff.
2. **Heavy Equipment-** Marketing of the program was discussed and President's Staff recommended that Bob Nick be supervised by Mr. Richey. Also Mr. Richey will obtain information related to enrollment trends and report back to President's Staff.
3. **Enrollment-** Mr. Richey gave the enrollment report. It appears that we are at about 12.5% over enrollment compared to the same time period last year.
4. **TopHealth and TopPerformance-** Dr. Cavan made reference to this information in the President's Staff packet. This information is given to all college staff.
5. **President's Goals-** Mr. Patton reported that these goals are in process and he will schedule a President's Staff retreat to discuss these in the future.
6. **International Paper-** Dr. Sykes stated that we have been approached by International Paper, who has experienced large scale layoffs in the recent past, to develop some career studies certificates related to truck driving and heavy equipment. Dr. Roberts will follow-up on this.
7. **Classified Staff Leadership Academy-** Dr. Roberts and Dr. Sykes will send this out to both campuses to see who may be interested in attending.
8. **Six-Year Financial Plan/FY 11 Tuition Discussion-** Mr. Hunt gave a budget outlook. There has been no notification from systems office about the new budget as of this date. He discussed talk of reducing ETF funding and of the increase in tuition and fees. As of this date, there are no final figures.
9. **Administrative Services Council Report-** Mr. Hunt reported that the VCCS revised the fee policy and as a result we have several fees that we will no longer be able to charge. He also briefly mentioned the Red Flag Rules that deal with identity theft. We will need to appoint a Red Flag Rules Officer.
10. **Roundtable**
 - Ms. Elkins discussed the recent fundraiser for the Estes Center that was held in Richmond last week. She stated it went very well. Recently there were honors student presentations in Keysville and Alberta that were very nice. We have a lot to be proud of with our honors program. Recently Ms. Elkins was invited to the Rotary Club in Blackstone to talk about all the good things happening at the college. She also noted that the SVCC Foundation golf tournament will be held June 2nd at Lake Gaston Golf Course.

- Mr. Hunt mentioned that Follett Publishing is launching a textbook rental program and is moving their products towards e-books.
- Mr. Ancell reported that he sent a proposal to connect all of our campuses and off-site locations together with broadband. The VCCS has requested information about joining our broadband network.
- Mr. Patton discussed the campus safety survey that was recently performed. He stated that students are concerned with lighting in the parking lots. This issue was referred to Mr. Hunt for follow-up with buildings and grounds. Mr. Patton also discussed that the spring online and hybrid course evaluation return rate is better than it has ever been.
- Dr. Sykes noted that the high performance technology competition was held recently in South Hill. He also noted that the dual enrollment English 112 class did a group presentation that included the creation of a Wiki that was very impressive.
- Mr. Richey noted that grades are due on May 12, 2010.
- Ms. Edmonds noted that she has a meeting scheduled in the near future with VCU School of Nursing to discuss the formation of a guaranteed transfer agreement.
- Ms. Feinman noted that there is a tentative date of May 22, 2010 for the ribbon cutting at the Clarksville Enrichment Center. She also noted that the Master Teacher Seminar is full and that there will be an art camp at the Daniel Campus June 28th -July 2nd.
- Dr. Roberts announced that there will be additional interviews for the Daniel Campus Dean of Instruction next week. Information will be forthcoming.
- Dr. Cavan noted that he is exploring ways to assist with the training of a workforce to assist in off-shore drilling. He is going to do further investigation related to this with contacts he has in South Louisiana.