

**President's Staff Agenda
Christanna Campus
May 23, 2008
9:30 AM**

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

Random Drug Testing Fee–Hunt

VCCS will not approve course fee for random drug testing. Staff decided to eliminate random drug testing as required in specified programs.

Car Wash/Detail Business– Hunt

Staff chose to rescind its previous decision regarding car washing/detailing on the Christanna Campus.

Student Discipline Action – Hunt

A former student left a profane message on Daniel business office voice mail. Since this was not the first inappropriate interaction SVCC has had with this individual, Johnson drafted a disciplinary letter which was reviewed by Counsel. Letter will be sent as registered mail.

DPS Appeal Hearing – Hunt

A minority vendor has protested an award. The matter has gone to hearing. We are awaiting a decision.

Education Aid Documentation – Patton

President's Staff Minutes are not required for Education Aid Request Documentation but appropriate signatures only.

Alert System – Ancell

Working on implementation. Instructions for use are forthcoming.

Summer Enrollment Report– Richey

CHR 424.38

DAN 392.94

Total 817.32

Nursing Program Update – Tom Wisbey

Nursing admits: 30 at CHR, 34 at DAN, continuing to take apps for fall

Board of Nursing site application for SoBo has been sent

Interviews underway for SIM Lab facilitator

Admission letters have been mailed and continue to be mailed as students are admitted.

2009 New Student Orientation – Sykes

Provosts to appoint committee to review program and make recommendations for change

Apprenticeship Funds – Sykes

Recommend using last-minute money from VCCS for tuition refunds to training clients

Budget – Hunt

First round of 09 budget discussions held.

Will end the year with little carryover

Unofficial bottom line funding for 2009: \$20,468,876

Staff Reports:

Linda Sheffield

Reported on the good response to the Literacy Fair held on the Daniel Campus, May 22.

Thanked all for hard work.

Chad Patton

Based on 07/08 data, success rate in online courses is increasing, seated is staying the same.

Disparity is narrowing. Attributed to QEP.

Liz Grizzard

Working on 2 data points for President's evaluation – graduation rate and transfer rate.

Brent Richey

Working on summer recruiting for fall enrollment.

Looking for Wastewater registrations

Needs MasterCard information

Jack Ancell

Harvey Powers has been hired as part time web master. Watch for site changes.

Tom Wisbey

Community forum for Dateline 2009+ with Danville, Patrick Henry and SVCC will meet at DCC when date is set.

John Sykes

Classes start today for summer.

Peter Hunt

Welding lab bids are let

ODU renovation on target. Except for heat pump, will be complete in 2 weeks

Phase II Occ/Tech on target, 2 more weeks

Wastewater site by July

Established building committee for Daniel LRC/Student Services building

State Board approved fees and tuition increase of almost 7%

COOP Plan due June 1, Susan Early has completed draft

Angela Jackson hired to replace Susan Early

Inmates from Brunswick Correctional will assist on the grounds at Daniel