

**Minutes**  
**PRESIDENT'S STAFF**  
**August 28, 2008, Daniel Campus**

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

**Student Support Services Grant** This will be a team approach to address the pre-nursing student population.

**Adjunct Faculty-Final Pay for Dec.** Will not receive final check until December 29. Please inform all adjuncts that this check will be after Christmas. Summer adjunct pay report was also distributed and will be analyzed and discussed at a later meeting.

**Budget Discussion** At this time, we will hire a Nursing Program Head with a half-time teaching load and a Truck Driving Instructor for Emporia. Both positions are currently funded in the budget and we have budgeted for a possible 5% reversion. We will defer additional hiring until the anticipated budget reversions are finalized.

**Educational Aid Request** Approved Melissa Robbins for Summer for \$400.

**Workweek Policy** It is the policy of Southside Virginia Community College not to allow telecommuting. During the regular academic calendar year, college Administration and staff are required to work a five (5) day workweek.

Exceptions may be requested by the administration when they are beneficial to the college.

**Renovation Project Wrap-ups** Agreed on final projects funded from these budgets.

**Coffee with Cavan** This is a new program of community meetings with Dr. Cavan and Ms. Elkins. The first one was very successful and was hosted by Buggs Island Telephone Cooperative.

**Interim Nursing Program Heads** Felicia Omick and Leigh Moore will fill this roll for the ADN Program until a Program Head can be hired in order to maintain our liaison with the State Board of Nursing.

**Enrollment** Continues to do well and will probably continue in the 7 percent increase range.

**Southside Virginia Education Center** Up and running thanks to the hard work of B&G, Network Services, and staff at the site in Greensville County.