

President's Staff, September 16, 2009
John H. Daniel Campus, 9:30 am

Billboard: The college will purchase a billboard in the Lynchburg area to advertise the Pickett Park Occ/Tech programs. The lease will be for 18 months. This is being paid for by a federal earmark.

Enrollment: Head count is up 7.3 %; FTE's are up 17%. The headcount is 4551 and the FTE's stand at 2801.

Committee assignments: Reviewed; Nancy Turner will distribute revised version.

Art and the Creative Economy
Conference –South Boston,
Oct. 13, 14, 15:

Dr. Roberts will arrange for someone to attend this event.

Update on Congressman
Perriello, support for
new buildings:

Dr. Cavan met with Congressman Perriello's Staff and also sent letters to Senators Webb and Warner to garner support for our new buildings.

VCCA/New Horizons:

Due to budget constraints, employees will be asked to choose between attending the VCCA conference or the New Horizons conference. Attendance at both is discouraged.

Around the table:

Jack Ancell: on the Christanna Campus, the IT department now has 5 servers running virtually on one new Dell server. The same will be done in Keysville. The move to the new "SVCC" domain is going well, with a few glitches reported. Things will smooth out as the move continues. All college employees are required to use the College email; there can be no exceptions. Discussed H1N1 (swine flu) response. We must plan to move course content online in case of shut down. Evening tech support will be provided on campus during the first two weeks of each semester.

Al Roberts: enrollment is way up in Welding; it is running 4 nights and Saturdays in South Hill; up in Keysville also. It was rumored that the center in South Boston may reduce hours, etc.. We do not believe this is going to happen.

Michelle Edmonds: will look at attendance policy for Nursing students during flu season; we do not want to jeopardize students and patients. The policy for audio taping in Nursing classes was discussed. The policy is attached.

Shannon Feinman: Shannon talked to President Howard of Hampden Sydney College; he is interested in meeting with reps from SVCC. Shannon is busy working on the Spring schedule. Lacy Ward, Jr., Director of the Moton Museum in Farmville, was present at the Farmville Chamber of Commerce meeting on September 14, and expressed appreciation that SVCC would be represented at their event on October 3. The event is part of the recognition weekend schedule including the presence of the Queens College volunteers who came to Farmville to tutor students who were without educational opportunities during the closing of the county schools in 1963.

Dr. Cavan: met with Anne Stinson, principal of Nottoway High School, about dual enrollment and other matters. Dr. Cavan will meet with Superintendents of our service area schools on Wednesday, September 23rd.

Dr. Sykes: Need to offer Compass at Nottoway. They will bus students to campus until their IT staff can assist us in accomplishing this. There is a series of Superintendent meetings planned. Michelle Edmonds attended the Brunswick Chamber of Commerce meeting last week representing the College. Peter will be tasked with updating the list for Chamber representatives in our service area. There will be a meeting in the Chicago Building at St. Paul's College on 9/17 to discuss the closing of Brunswick Correctional Center. Someone from the college will attend. There will be a breakfast at the Estes Center on 9/29 for the Mecklenburg Existing Industry Roundtable. Someone will attend.

Chad Patton: The IPEDs data collection cycle has started. IPEDS compares the cost of attendance and other items at different colleges. The VCCS has added several employees in the Institutional Effectiveness department at the central office. This means we have to supply more data than previously required.

Dr. Cavan will meet with college employees on each campus. Tuesday, 9/22 at 4:00 on the Daniel Campus, and 4:00 PM on the 23rd in Alberta. The meetings will be in the Work Force Development Centers.

Rural Virginia Summit: Al Roberts attended. The College will make sure and have attendees at this event each year.

POLICY: Audio Taping Courses

DATE: 24 August 2009

REVIEWED/REVISED:

Due to potential HIPPA violations and copyright issues, students will not be allowed to audiotape nursing lectures. If a student feels that he/she has a disability that may require a special exception to this policy, he/she will need to discuss this with the disability officer in student services and obtain an exception. This exception will need to be provided to the nursing faculty teaching the course and in turn the faculty will have the student sign the attached waiver. This waiver will be maintained in the students file and violation of any portion of the waiver will result in immediate revocation of this

privilege and could lead to further disciplinary action. The final decision will be determined by the Program Head and the Provost of the respective campus.

Southside Virginia Community College

School of Nursing

I _____, understand that I am being allowed to audio tape nursing lectures based upon a learning disability need as verified by the disability specialists on my campus. By signing this document I agree that I will not do the following:

Restrictions on audio-taping are based on:

1. Legal issues related to use of copyright materials which may be used in class
2. Ethical issues related to confidentiality or personal and client information which may be shared in class
3. Potential impact of audio-taping on the quality of teaching and class discussion

The privilege of audiovisual taping is extended to me by the faculty and other students in the classroom with the understanding that I will fulfill the following responsibilities:

1. Seek permission from the lecturer to tape the session at the beginning of the course.
2. Carry out all taping in a manner that does not disrupt lecture or class discussion.
3. Keep all tapes under my direct control
4. Allow no additional copies to be made of tapes I make in this course.
5. Completely erase all tapes at the end of each course.
6. Stop taping at the following times:
 - a. during any audio or video presentation containing copyrighted material
 - b. during lectures or discussions directed by anyone other than the regular course faculty
 - c. at any time any student in class requests no taping during discussion of personal experiences
 - d. at any time the course faculty requests no taping

I understand and agree to the conditions and responsibilities stated here in this agreement. I understand that the privilege of taping can be rescinded at any time if I fail to comply with any of the conditions and responsibilities of this agreement.

Signed: _____ Date: _____