VIRGINIA HIGHLANDS COMMUNITY COLLEGE BOARD
Thursday, May 2, 2013

The regular scheduled meeting (No. 276) of the Virginia Highlands Community College Board was held on Thursday, May 2, 2013. Lunch with the VHCC Educational Foundation Board members began at noon in NEB 120 followed by the business portion of the meeting at 1:05 p.m. in the College Boardroom.

During the luncheon, Kevin Hamed, VHCC Associate Professor of Biology provided an overview of his research regarding salamanders in the Mt. Rogers National Recreation Area. High elevation mountain peaks in the southern Appalachian Mountains are the epicenter of salamander evolution and a hotspot for biodiversity. Long-term changes in climate and atmospheric deposition are potential threats to high-elevation salamanders.

Members Present

Gary "Bo" Catron, Washington County
Tony Miller, Washington County
Bill Rush, Smyth County
Kimberly Clark, Smyth County
Ronald Morgan, City of Bristol
Susan Long, City of Bristol
Jamey Rector, City of Bristol
Virgil Wimmer, Washington County

Members Absent

Tom Hicok, Washington County

Staff Present

Dr. Ron Proffitt, President and Secretary to the Board
Dr. Hara Charlier, Vice President Instruction and Student Services
Melinda Leland, Dean, Workforce Training and Continuing Education
Christine Fields, Vice President Finance & Administration Services
Laura McClellan, Human Resource Manager
Mary Snead, Accountant
David Matlock, Vice President of Institutional Advancement
Kevin Hamed, VHCC Associate Professor
Dawn Jessee, Administrative Assistant to President

Attendee

Rachel Fowlkes, Executive Director, Southwest VA Higher Education Center

Staff Absent

None

Call to Order

Jamey Rector, Chair, presided and called the meeting to order.

Approval of Minutes

Upon motion of Ron Morgan and seconded by Tony Miller, ***the Board unanimously approved minutes of March 21, 2013 (No. 275).***

Public Comments

No public comments were presented.

New Business

Dr. Ron Proffitt reported the following:

The 2013-14 board organization and election of officers will be held at the July board meeting. There are two options: (1) vote to keep current Chair, Vice-Chair, Executive Committee member, and Special Committees or (2) nominate new members for these offices.

The annual Presidential Review with the Chancellor is scheduled for July 12. Dr. Proffitt's completed goals and accomplishments will be provided to all board members for review and input to Executive Committee to complete the local evaluation process.

Department Updates

Spring Enrollment 2013

Dr. Hara Charlier reported that the two SACS reports were on-going. Follow-up is still ongoing for the First Monitoring Report and feedback is expected in early July. The Fifth-Year Interim report is under review by a committee of 15 staff and faculty members that are working diligently to complete the report. This report will be done by the end of July. The current retirements do affect VHCC SACS accreditation and will be evaluated.

Workforce Training and Continuing Education

Melinda Leland reviewed activity report for Workforce Training and Continuing Education. There were 53 participants at the Administrative Professionals Day and 15 different companies were provided training needs. Companies are holding onto training funds due to healthcare changes and taxes. Adult Career Coach is continuing to enroll laid-off employees from Merillat. Board member Kimberly Clark commented that she had received valuable service through Scott Hoagland's experiential learning program.

Institutional Advancement
Educational Foundation

David Matlock provided the Institutional Advancement division monthly report. He reported that as a partner with the college, over a three-year period, Mountain States Health Alliance will provide a total of $675,000 in funding for nursing program. The Sixth Annual Scholarship Foundation Golf Tournament raised approximately $30,000. The Richard Leigh Songwriter's Festival will start with a reception that includes board members and their guest, at Heartwood on Friday, May 17th

Finance and Administrative Services

Construction Projects Update

Christine Fields, VP of Financial & Administrative Services presented a memorandum of request to increase the Student Activity Fee by $.50 per credit hour and documentation of approval by the Student Government Association. **Ron Morgan made a motion to approve the increase, Bill Rush seconded and was unanimously approved by the Board.**

Personnel Report

Laura McClellan, Human Resource Manager, reported there had been no new hires since March 21 meeting.

2012-2013 Budget Status and
Status of 2012-13 Localities Appropriation Funds Budget

Mary Snead provided the Board with the status of the 2012-2013 Budget and the Localities Appropriation Funds budget. $550,000 will be carried into next year and current projections are still on track. All localities are paid in full for the entire year.

Old Business

Dr. Proffitt reported that the Manufacturing Workforce Center was currently on hold pending Tobacco Commission's review.

There will be a retirement party on May 6th at 7 p.m. at the Higher Education Center for retirees.

The graduation dinner will be at 5 p.m. and the ceremony will start at 6:30 p.m.

Board Discussion

Tony Miller reminded the Board of upcoming American Heart Association event, HeartChase, to be held on June 8th at the Heartwood. This event will host teams of 3-5 people in an effort to raise funds and awareness of heart disease.

Next Meeting Reminder

The next College Board meeting will be on Thursday, July 11, 2013 with lunch at Noon followed by the formal meeting.

Adjourn

The meeting adjourned at 1:45 p.m.