

DANVILLE COMMUNITY COLLEGE

MEETING OF THE BOARD

MONDAY, JUNE 19, 2017
5:30 P.M. – Danville Golf Club

MINUTES NO. 238

The two-hundred and thirty-eighth meeting of the Danville Community College Board was held on June 19, 2017, at 5:30 p.m. at the Danville Golf Club.

I. OPENING

A. **CALL TO ORDER:** Ms. Ms. Valdivia Hall, Chair, called the meeting to order and asked that the roll be called:

B. **ROLL CALL:**

Board Members Present: Ms. Carrie Ashe, Vice Chair
Mr. Chris Eastwood
Dr. Frank Grogan
Mr. Richard Hutcherson
Ms. Lisette Jordan

Board Members Absent: Mr. Matt Leonard
Mr. John Mead
Mr. Telly Tucker

Also Present: Mr. Scott Barnes, Vice President of
Financial and Administrative
Services
Ms. Kimberly Buck, Public Relations and
Marketing Manager
Mr. Shannon Hair, Vice President of
Institutional Advancement and
Development
Dr. Debra Holley, Vice President of
Academic and Student Services
Dr. Bruce Scism, Secretary and President
Ms. Elizabeth Spainhour, DCC Educational

Board Minutes, June 19, 2017

Foundation Board Representative to
the College Board

Mr. George Still, Director of Planning,
Effectiveness, and Research

Ms. Connie Wann, Executive Assistant to
the President

Mr. Trevor Metcalfe, Reporter, *Danville
Register & Bee*

C. **PUBLIC COMMENT:** None

D. **ACTION ITEMS:**

1. **APPROVAL OF MINUTES (copy attached):** A motion was made by Mr. Eastwood, seconded by Mr. Hutcherson, that:

THE MINUTES OF THE MARCH 20, 2017, MEETING BE APPROVED AS PRESENTED.

Board approval was unanimous.

2. **ELECTION OF OFFICERS:** Dr. Scism announced that following the rotation schedule and protocol a representative from the City of Danville should be nominated as chair. Since there were three Board members absent which included Mr. Terry Tucker, who represents Danville, as well as a new Board member representing Danville coming on the Board, it was suggested that the election be delayed. When the new Board members are appointed, Dr. Scism will contact the Board about electing officers.

A motion was made by Dr. Grogan, seconded by Ms. Jordan, that:

THE ELECTION OF OFFICERS BE DELAYED UNTIL THE NEW BOARD MEMBERS HAVE BEEN APPOINTED.

Board approval was unanimous.

3. **RECOGNITION OF RETIRING BOARD MEMBERS:** Ms. Valdivia Hall and Ms. Carrie Ashe were each presented with a gift recognizing their completion of two terms (eight years) on the College Board.

Also recognized was Mr. Scott Barnes who will be retiring July 1. He, too, was presented with a gift in recognition of his service.

II. PRESIDENT'S REPORT

A. INFORMATION ITEMS:

1. **COLLEGE UPDATE AND PLANS FOR ACADEMIC YEAR 2017-2018:** Dr. Scism advised that SACS has approved the Basic Welding Career Studies Certificate as a direct assessment, full competency-based program which means students can work at their own pace without the constraints of semester term limits. Since DCC is an approved experimental site, these students will also be eligible to receive the Pell grant.

Dr. Scism announced that the College is expanding our outreach in marketing. First, we are creating a more visible presence in the community; i.e., recognition of Wendell Scott on June 16 at the Danville Stadium Cinemas. We plan to be at Walmart, Lowes, Sam's Club, etc. so people can see the new programs being offered as well as the available quick job training opportunities. Second, we are mailing a postcard with information about our new programs to every household in Danville and Pittsylvania County instead of a multi-page document. This action will be tracked and if results are good received from increased contacts, another mailing will be done for Halifax. Our goal is to enroll 100 students through presence in the community and mailings. Dr. Scism discussed the new programs starting this fall. The College is working with Global Manufacturing on a robotics program to emerge next year. Metrology has almost reached sustainability, and DCC is the only community college in the world that is authorized to award industry credentials. The pass rate is 79 percent on the first attempt. DCC is 20 plus percentage points above the national norm.

Dr. Scism noted that the missing link is the web. We are working now to revise the front page and make it more functional. Other pages will be ready in the fall.

Board Minutes, June 19, 2017

Ms. Ashe asked that catalogs be sent to all the Board members.

Dr. Scism announced two new hires: (1) Mr. Charles Toothman, who will fill the vacancy created by Mr. Barnes' retirement; and, (2) Mr. Jimmy Tickle has accepted the position of Assistant Vice President of Workforce Services and Technical Services. The College plans to leave three administrative positions unfilled as part of the budget trimming process: Dean of Business and Engineering Technologies, Vice President of Workforce Services, and the Director of Advanced Manufacturing. Duties affiliated with the dean's position will be divided between Mr. Tickle and Dr. Paul Fox. Dr. Fox will take the Business and Information Technology Programs to form the new Division of Arts, Sciences, and Business. Mr. Tickle will take HVAC, Automotive, and Graphics Imaging Technology. This will save the College approximately \$100,000, and it also shows the community that not just faculty and staff are being downsized.

2. **2017 College Board Scholarship Recipients:** Ms. Libby Spainhour and Ms. Carrie Ashe stated that they presented the scholarship awards to students at George Washington High School, and Langston Focus School, respectively, and noted that the recipients were top notch students. A question was raised regarding the scholarships awarded. Ms. Wann explained that the College Board Scholarship of \$450 is the Recognition of Achievement Scholarship. The Excellence in Academic Achievement Scholarship is awarded to the valedictorian or salutatorian planning to attend DCC and is a full two-year scholarship. Mr. Hair explained that the Peyton Sellers Champion Award of \$1,000 is presented to the student with the highest grade point average of those nominated by each school.

Dr. Scism noted that the state average is two out of ten dual enrollment high school students will go to a community college. DCC's numbers are 4.3. He also noted that dual enrolled high school students are more likely to complete a degree.

3. **SAVE THE DATE—OCTOBER 11-12, 2017:** Board members were invited to attend the Chancellor's Retreat scheduled for October 11-12 at the Founders' Inn in Virginia Beach. Dr. Scism asked that anyone interested notify Ms. Wann so registration and lodging can be done.

Board Minutes, June 19, 2017

B. ACTION ITEMS:

1. **APPROVAL OF PROFESSOR EMERITUS STATUS FOR MR. LESTER HALL, ASSOCIATE PROFESSOR OF ACCOUNTING; MR. ROBERT HUFFMAN, PROFESSOR OF DRAFTING AND DESIGN; MS. DEBRA SMITH, ASSISTANT PROFESSOR OF WELDING; AND MR. JOHN WILT, ASSOCIATE PROFESSOR OF ADMINISTRATION OF JUSTICE:** Dr. Scism advised that this honor is presented to faculty who have ten or more years of service and have been an asset to the College.

A motion was made by Dr. Grogan, seconded by Ms. Ashe, that:

PROFESSOR EMERITUS STATUS BE AWARDED TO LESTER HALL, ASSOCIATE PROFESSOR OF ACCOUNTING; MR. ROBERT HUFFMAN, PROFESSOR OF DRAFTING AND DESIGN; MS. DEBRA SMITH, ASSISTANT PROFESSOR OF WELDING; AND MR. JOHN WILT, ASSOCIATE PROFESSOR OF ADMINISTRATION OF JUSTICE, AS RECOMMENDED.

Board approval was unanimous.

2. **APPROVAL TO MOVE TO ELECTRONIC AGENDA/ATTACHMENTS:** Dr. Scism discussed providing iPads to members of the Board for this purpose. He also noted that a print version would be made available to anyone requesting it.

A motion was made by Mr. Eastwood, seconded by Ms. Jordan, that:

THE BOARD MOVE TO ELECTRONIC AGENDAS WITH ATTACHMENTS.

Board approval was unanimous

III. FINANCIAL AND ADMINISTRATIVE SERVICES

A. INFORMATION ITEM:

1. **FACILITIES UPDATE:**

Board Minutes, June 19, 2017

- a. Mr. Barnes announced that the exterior cleaning of the Temple and Taylor Buildings is finished except for the punch list. The buildings look 30 years newer. Additional improvements are being reviewed for areas that lead up to these buildings.
- b. The VCCS has signed a contract to conduct an engineering study on the two bridges.
- c. The renovation of the EIT Building is on schedule. An occupancy permit should be able to be obtained in December or January.
- d. Walls of the Welding Building have been erected. If construction stays on track, we should be able to occupy the building in December.

B. ACTION ITEM:

1. **APPROVAL OF PROPOSED LOCAL FUNDS BUDGET FOR FY 2017-2018(attachment):** Mr. Barnes announced that all three localities have approved the amounts for local funds.

A motion was made by Dr. Grogan, seconded by Mr. Hutcherson, that:

THE FY 2017-2018 LOCAL FUNDS BUDGET BE APPROVED AS PRESENTED.

Board approval was unanimous.

IV. ACADEMIC AND STUDENT SERVICES

A. INFORMATION ITEM:

1. **ENROLLMENT UPDATE:** Dr. Holley announced that it's too early to tell much about Fall enrollment. She noted that students' prior learning credits are being reviewed in order for students to test out of a course based on things they have already learned.

B. ACTION ITEMS:

1. **APPROVAL OF STUDENT GOVERNMENT ASSOCIATION BUDGET FOR 2017-2018** *(copy attached)*:
Dr. Holley noted that the budget for next year and this past year are the same except for \$650 which has been added to next year's budget from now inactive clubs.

A motion was made by Mr. Eastwood, seconded by Mr. Hutcherson, that:

THE STUDENT GOVERNMENT ASSOCIATION BUDGET FOR 2017-2018 BE APPROVED AS PRESENTED.

Board approval was unanimous.

2. **APPROVAL OF EXPENDITURE OF STUDENT ACTIVITIES FEES** *(copy attached)*: Dr. Holley reported that the \$0.50 increase per credit hour for student activities fees was approved by the State Board for Community Colleges. The budget for 2017-2018 reflects this increase. The extra funding will be used to employ a part-time athletic director at 29 hours per week.

A motion was made by Ms. Jordan, seconded by Mr. Hutcherson, that:

EXPENDITURE OF STUDENT ACTIVITIES FEES FOR 2017-2018 BE APPROVED AS PRESENTED.

Board approval was unanimous.

3. **APPROVAL OF LAY ADVISORY COMMITTEES**: In reviewing the lists of committees, Ms. Ashe expressed concern about the diversity of these groups and how important this was to the college community.

A motion was made by Ms. Ashe, seconded by Mr. Eastwood, that:

THE LAY ADVISORY COMMITTEES BE APPROVED AS SUBMITTED.

Board Minutes, June 19, 2017

Board approval was unanimous.

4. CURRICULA (copies attached):

- a. **Discontinuance of Product Design and Development Career Studies Certificate (221-990-60):** Dr. Holley reported that there were three different Product Design and Development Programs. Since there are no students in this program, and there are different programs that cover the same materials, this program is being recommended for discontinuance.

A motion was made by Mr. Eastwood, seconded by Dr. Grogan, that:

THE PRODUCT DESIGN AND DEVELOPMENT CAREER STUDIES CERTIFICATE (221-990-60) BE DISCONTINUED AS RECOMMENDED.

Board approval was unanimous.

b. **New Programs**

- i. **Small Unmanned Aircraft Systems (sUAS) Technologies Career Studies Certificate:** Dr. Holley advised that this is the drone program that is being developed. The VCCS had every college working on this. Our program is actually the aircraft.
- ii. **Building Trades Technology—Building Maintenance Repair Career Studies Certificate:** Dr. Holley stated that this certificate is for the Pocahontas State Correctional Center where we will begin offering classes this fall.
- iii. **Machining Skills Career Studies Certificate:** Dr. Holley reported that there are no new classes in this certificate. The first year of the program is being made into a career studies certificate to enable students to be employed after the first year.

A motion was made by Mr. Hutcherson, seconded by Mr. Eastwood, that:

THE SMALL UNMANNED AIRCRAFT SYSTEMS (SUAS) TECHNOLOGIES CAREER STUDIES CERTIFICATE, THE BUILDING TRADES TECHNOLOGY—BUILDING MAINTENANCE REPAIR CAREER STUDIES CERTIFICATE, AND THE MACHINING SKILLS CAREER STUDIES CERTIFICATE BE APPROVED AS PRESENTED.

Board approval was unanimous.

- c. **Statewide Standardization of RN Curriculum**
(Notification Only): Dr. Holley reported that the curricula is the same, it is just being taught in a different order. Dr. Scism discussed the dropout rate for nursing noting that 50 percent drop out the first year. He advised that more academic support will be targeted for these students. DCC had 40 students admitted this year, and 30 passed the State Boards.

V. INSTITUTIONAL ADVANCEMENT/DEVELOPMENT

A. INFORMATION ITEMS:

1. **SCHOLARSHIP AWARD UPDATE**: Mr. Hair reported that awarding scholarships monthly has paid large dividends over the last two academic years—123 students have received scholarships totaling \$322,000. The average award was \$2,600. Awards will continue to be made the remainder of June, July, and August. A question was asked about whether students who live in North Carolina are eligible for scholarships. Mr. Hair explained that if a student's parent(s) worked in Virginia, he/she could request in-state tuition and receive scholarships as well. Dr. Scism described a change that the College is implementing where high school students will be program enrolled starting in the eleventh grade. Seniors will be urged to complete their financial aid, so that when they receive the response, they can enroll early, and we can let them know exactly how much they owe.
2. **FEASIBILITY STUDY UPDATE**: Mr. Hair advised that plans are to take the next Major Capital Campaign to the Foundation Board on July 10. He noted that strong positives have been received that the community would support another campaign.

Board Minutes, June 19, 2017

Pathways to Reasonable Success would look specifically in areas of success—child care development, student success, scholarships, center for entrepreneurship, creative arts, career center for lifelong learning. The total dollar amount hasn't been determined. Information will be shared as the process moves forward.

VI. IMPORTANT DATES

- A. **FALL SEMESTER CLASSES BEGIN:** August 21, 2017
- B. **NEXT MEETING:** September 18, 2017

VII. ADJOURNMENT

At 7:10 p.m., Mr. Eastwood made a motion, seconded by Mr. Hutcherson, that:

THE MEETING BE ADJOURNED.

Board approval was unanimous

Respectfully submitted,

Bruce Scism
President

Attachments