

STATE BOARD FOR COMMUNITY COLLEGES

MEETING NO. 289
January 18, 2007

James Monroe Building
Godwin-Hamel Board Room
Richmond, Virginia
9:00 a.m.

The State Board for Community Colleges convened at 9:00 a.m. on January 18, 2007, in the Godwin-Hamel Board Room, on the 15th Floor of the James Monroe Building, 101 North 14th Street, Richmond, Virginia.

Members Present: Mr. Alan G. Toxopeus, Chair
 Ms. Shahnaz Ahmed
 Mrs. Megan Beyer
 Mr. Gary C. Hancock
 Ms. Adele Johnson
 Ms. Connie R. Kincheloe
 Mr. Nathaniel X. Marshall
 Mr. Michael Petters
 Mr. William E. Porter
 Mr. Robert W. Shinn

Members Absent: Mr. Mark R. Graham
 Mr. Chris A. Lumsden
 Mr. Jeffery K. Mitchell
 Mr. R. Michael Mohler
 Mr. Paul Reagan

Staff Present: Mr. Peter Blake
 Mr. John Brilliant
 Mr. Tom Cantone
 Ms. Amy Capps
 Ms. Elizabeth Creamer
 Ms. Pamela Currey
 Ms. Ellen Davenport
 Dr. Glenn DuBois
 Dr. Inez Farrell
 Dr. David Gill
 Mr. Bill Hightower
 Ms. Sharon Hutcheson
 Mr. Will Johnson
 Mr. Jeff Kraus
 Dr. Christopher Lee
 Mr. David Mair
 Dr. Neil Matkin
 Mrs. Marlene Mondziel
 Ms. Karen Petersen

Staff Present: Dr. Jennifer Sager
Dr. Gretchen Schmidt
Dr. Monty Sullivan
Mr. Ed Watson
Ms. Rita Woltz
Dr. Susan Wood

Others Present: Mr. Jim Batterson, Office of the Secretary of Education
Mr. Everett Jordan, Northrop Grumman Newport News
Dr. Thomas R. Morris, Secretary of Education
Dr. Charles Taylor, President, TNCC
Ms. Linda Wallinger, Virginia Department of Education

I. OPENING

A. Call to Order

The Chair, Mr. Alan Toxopeus, called the meeting to order.

B. Roll Call

Dr. Glenn DuBois, Chancellor, took a roll call to determine that a quorum was present.

C. Welcome and Introductions

Chairman Toxopeus welcomed all those in attendance.

D. Minutes – Meeting No. 288, November 16, 2006

A motion was made by Mr. Marshall and seconded by Mr. Shinn that:

"THE STATE BOARD FOR COMMUNITY COLLEGES APPROVES THE MINUTES OF THE NOVEMBER 2006 MEETING AS SUBMITTED."

The motion carried.

E. Public Comment

There was no public comment.

F. Education – Virginia's P-16 Education Council Report –
Dr. Thomas R. Morris, Secretary of Education

The Chancellor introduced the Secretary of Education, Dr. Thomas Morris. Dr. Morris will provide an update on the P-16 Education Council Report that was included in the State Board packet.

Dr. Morris stated that there is fierce global competition in the 21st Century and that there were good things happening in education in Virginia. The challenge is in getting the general public to recognize this competition. He called attention to the first paragraph of the P-16 Education Council's report which states that "individuals without some education or training beyond high school have little chance of finding satisfying work that pays well." During the year, the Council will develop a common understanding of educational goals, standards for Virginia, and measurements of college readiness. It is important that higher education enter into this dialog and that the dialog include workforce readiness as well. Dr. Morris noted that 33.9% of young people age 18-24 in Virginia are enrolled in college. This is below Arkansas and Poland. The Council's goal is to raise the percentage to 39%. He stated that high school was just not enough now and anything the State Board could do to get that message to the public will be appreciated.

Mr. Toxopeus thanked Dr. Morris and noted that it was a privilege to serve on the P-16 Council with Dr. Morris. Mr. Porter questioned if any determination had been made as to what drives students to attend college, interest or performance. Dr. Morris responded that it was a mix between the two plus the financing of a college education being another factor. Ms. Ahmed stated that Virginia needs to begin this process in the fourth and fifth grades. Ms. Johnson asked what the next steps are. Dr. Morris noted that the Governor made some recommendations to the General Assembly this year but that the 2008 budget submission will address the Governor's education goals for the Commonwealth. Mr. Shinn stated that the VCCS had infrastructure and facility needs to be addressed in order to help reach these goals. Mr. Petters commended the report but noted that it was unclear what behavior will result. In business, generating profit was the goal and he wondered about the administration/teaching part of the plan. Dr. Morris stated that the Commonwealth must provide support for K-12, especially in professional development in order to address the teacher turnover. Virginia will also need a common standard of what college readiness was and what the schools could do to help achieve this. The Chancellor thanked Dr. Morris for his review. He suggested that the Superintendent of Public Instruction, Dr. Billy Canady, be invited to a future meeting of the Board.

G. Reports from Campus Liaisons – Mr. Mike Mohler

Mr. Toxopeus noted that there will not be a campus liaison report since Mr. Mohler was ill and not able to attend the meeting.

II. CHANCELLOR'S REPORT

A. Introduction of Jeffrey J. Kraus, Assistant Vice Chancellor for Public Relations

Dr. DuBois announced that he was delighted to introduce Mr. Jeff Kraus as the new Assistant Vice Chancellor for Public Relations. Mr. Kraus, formerly with the Governor's office, will be responsible for our print and non-print relations with the media.

B. Chancellor's Report on 2006-2007 Goals

The Chancellor stated that an update on his goals was provided. He noted that a methodology error under federal financial aid heading had been discovered. The revised data will be provided at the next meeting.

C. Fall 2006 Enrollment Update

The Chancellor reported that enrollment had increased by 5,670 new students during fall 2006. This was the equivalent of the total student population for some of the public four-year institutions. Significant increases were seen at John Tyler Community College, Lord Fairfax Community College and Wytheville Community College. Our price and reputation are key elements in students choosing the VCCS and more are choosing the VCCS as the first choice. The Chancellor noted that the community colleges are increasingly seen as the on ramp to higher education across the country, a national trend. He reported that for the first time the enrollment of transfer students exceeded certificate program enrollments at New River Community College.

D. Suggested State Board Meeting Dates

Mr. Toxopeus noted that suggested meeting dates for the State Board were provided. If there were no objections, meetings will be held on:

July 18-19, 2007;
September 19-20, 2007;
November 13, 14, and 15, 2007 (Annual Meeting);
January 23-24, 2008;
March 19-20, 2008;
May 21-22, 2008.

- E. Legislative Reception, January 23, 2007, from 5:15 p.m. – 7:30 p.m., Old City Hall, 1001 East Broad Street, Richmond, VA

The Chancellor reported that the Legislative Reception will be held on January 23 at Old City Hall in Richmond. In past years this event was very well attended by members of the General Assembly. All 23 community college presidents will be there. He encouraged all members of the State Board who could attend to do so.

- F. New Horizons Conference, March 29, 30 & 31, 2007, Hotel Roanoke & Conference Center, Roanoke, VA,

Dr. DuBois noted that our premiere professional development event was scheduled for late March at the Hotel Roanoke. This was the New Horizons Conference that focuses on teaching and technology. If any member was interested in attending to please let his office know.

III. COMMITTEE REPORTS

- A. Academic, Student Affairs and Workforce Development Committee – Gary C. Hancock, Chair, reported.

- 1. Minutes – Meeting of November 15, 2006

The Committee approved the minutes of the November 2006 meeting.

- 2. Action Items

- a. Program Approvals

- (1) Eastern Shore Community College
AAS in Early Childhood Development

Mr. Hancock reported that Eastern Shore Community College (ESCC) requested approval to establish an Associate of Applied Science degree in Early Childhood Development. The program has been offered at ESCC as a cooperative agreement with Tidewater Community College (TCC). Approval will allow ESCC to operate the program as a stand-alone and will complement the existing career studies certificate. The Committee recommended approval. (See Appendix I.)

AAS in Radiologic Technology

ESCC also requested approval to establish an Associate of Applied Science degree in Radiologic Technology. Noting the lack of trained radiological technicians on the Eastern Shore and that the closest program with limited enrollment opportunities was at TCC, training of the local population in this program will benefit economic development and make it less likely that graduates will opt to move away from the area. The Committee recommended approval. (See Appendix II.)

(2) Rappahannock Community College
AAS in Nursing

Mr. Hancock reported that Rappahannock Community College (RCC) requested approval to establish an Associate of Applied Science degree in Nursing. RCC has a collaborative arrangement with J. Sargeant Reynolds Community College but both colleges agree that separate programs will better serve the regions involved and help to address the nursing shortage. The Committee recommended approval. (See Appendix III.)

(3) Tidewater Community College
AAS in Funeral Services

Mr. Hancock reported that Tidewater Community College (TCC) requested approval to establish an Associate of Applied Science degree in Funeral Services. In 2000, Norfolk State University identified a need and established a certificate program but has since discontinued the program. There are no other funeral services programs offered in the Hampton Roads area. The only associate degree offered in this is at John Tyler Community College (JTCC). Interested students not admitted to JTCC's program must enroll in programs outside of the Commonwealth. The Committee recommended approval. (See Appendix IV.)

A motion was made by Mr. Hancock and seconded by Mr. Porter that:

“THE STATE BOARD FOR COMMUNITY COLLEGES APPROVES THE REQUEST OF EASTERN SHORE COMMUNITY COLLEGE TO OFFER AN ASSOCIATE OF APPLIED SCIENCE DEGREE IN EARLY CHILDHOOD EDUCATION AND AN ASSOCIATE OF APPLIED SCIENCE DEGREE IN RADIOLOGIC TECHNOLOGY, THE REQUEST FROM

RAPPAHANNOCK COMMUNITY COLLEGE TO OFFER AN ASSOCIATE OF APPLIED SCIENCE DEGREE IN NURSING, AND THE REQUEST FROM TIDEWATER COMMUNITY COLLEGE TO OFFER AN ASSOCIATE OF APPLIED SCIENCE DEGREE IN FUNERAL SERVICES.”

The motion carried.

- b. Request to Award Honorary Degree from SwVCC

Mr. Hancock noted that normally requests to award honorary degrees are acted upon at the March meeting. A special request was received from Southwest Virginia Community College to award an honorary degree to an individual for his service to the college and community. The Committee recommended approval. (See Appendix V.)

A motion was made by Mr. Hancock and seconded by Ms. Ahmed that:

“THE STATE BOARD FOR COMMUNITY COLLEGES APPROVES THE REQUEST FROM SOUTHWEST VIRGINIA COMMUNITY COLLEGE TO AWARD AN HONORARY DEGREE AS PROPOSED.”

The motion carried.

3. Information Items

- a. Education Theme: VCCS Professional Development

Mr. Hancock noted that the Committee requested that the staff prepare a report on various VCCS functions for each meeting. This month the report on professional development activities is provided for your information. He noted that there were a vast number of activities such as international exchanges, conferences and scholarship opportunities offered to staff. Mr. Hancock stated that he was particularly impressed with the *Inquiry*, a juried publication that contained articles submitted by staff and faculty.

- b. Program Approval (Approved by Chancellor)

New River Community College
Certificate in General Education

Mr. Hancock noted that a Certificate in General Education program at New River Community College (NRCC) was approved by the Chancellor.

c. Overview of New e-learning Programs

Dr. Monty Sullivan, Vice Chancellor for Academic Services and Research, reported that in November 2006 the Chancellor announced the Chancellor's E-Learning Enhancement and Development program (CEED), a funding opportunity to our colleges for the enhancement and development of educational programs delivered via e-learning. 29 proposals were submitted and ranked with 18 selected for funding. The CEED initiative aligns well with Dateline 2009 and will assist the colleges in meeting critical shortage workforce needs through the development of e-learning programs.

d. System-wide Guaranteed Admission Agreements Update

Mr. Hancock reported that a report on the system-wide guaranteed admission agreements was provided. He commended the Chancellor and staff for their efforts on these agreements. The Chancellor stated that the third agreement with Virginia Tech will be finalized and signed soon.

e. SCHEV Response to Institutional Performance Standards Target Measures Update

The report was provided for information only.

B. Audit Committee – Shahnaz M. Ahmed, Chair, reported.

1. Minutes - Meeting of November 15, 2006

The Committee approved the minutes of the November 2006 meeting.

2. Action Items

There were no action items.

3. Information Items

a. Litigation

Ms. Ahmed stated that litigation regarding the VCCS was discussed by the Committee.

b. Thomas Nelson Community College Follow-Up Audit

Ms. Ahmed reported that the follow-up audit of the special audit review at Thomas Nelson Community College was completed.

c. Dual Credit Audit

Ms. Ahmed reported that the Internal Audit Department performed a dual credit audit of ten colleges with the primary objective being to determine if the colleges had appropriate procedures, ensured course equivalency, and that faculty met the teaching qualifications specified. She noted that there were no significant findings.

At this time there was a 10-minute recess.

C. Facilities Committee – Robert W. “Rob” Shinn, Chair, reported.

1. Minutes – November 15, 2006

The Committee approved the minutes of the November 2006 meeting.

2. Action Items

Consent Items:

- a. John Tyler Community College
Midlothian Campus
Deed of Easement
Chesterfield County Sewer Line

Mr. Shinn reported that John Tyler Community College (JTCC) requested approval to grant a 20-foot wide utility easement in order for Chesterfield County to relocate a sewer line at the Midlothian Campus that ruptured and was relocated under emergency conditions. The Committee recommended approval. (See Appendix VI.)

- b. Central Virginia Community College
Demolition
Storage and Equipment Shed

Mr. Shinn reported that Central Virginia Community College (CVCC) requested approval to demolish an existing storage and equipment shed in order to make room for the new maintenance building. The existing shed is in poor condition and the Committee recommends demolition. (See Appendix VII.)

- c. New River Community College
Martin Hall
Renovate/Expand Bookstore
Schematic Drawing Review

Mr. Shinn reported that New River Community College (NRCC) requested approval of the schematic drawing for the renovation/expansion of its bookstore. The college's enrollment had outgrown the capacity of the existing bookstore to serve the student population. In 2006, a Request for Proposal (RFP) solicited offers from bookstore vendors that included plans and funding to expand and upgrade the current bookstore. Nebraska Bookstore Company was awarded a ten-year contract with the guarantee to employ pricing policies that are fair and reasonable and conform to standard practices and rates. The expansion involves removing a wall and the construction of a new wall in Martin Hall. The Committee recommends approval. (See Appendix VIII.)

A motion was made by Mr. Shinn and seconded by Mr. Hancock that:

“THE STATE BOARD FOR COMMUNITY COLLEGES AUTHORIZES AND DIRECTS DR. GLENN DUBOIS, CHANCELLOR, TO EXECUTE THE DEED OF EASEMENT TO THE COUNTY OF CHESTERFIELD FOR INSTALLATION OF A SEWER LINE AT THE MIDLOTHIAN CAMPUS OF JOHN TYLER COMMUNITY COLLEGE; AUTHORIZES THE DEMOLITION OF THE STORAGE AND EQUIPMENT SHED AT CENTRAL VIRGINIA COMMUNITY COLLEGE; AND APPROVES THE SCHEMATIC DRAWINGS AS SUBMITTED FOR THE RENOVATION/EXPANSION OF THE BOOKSTORE IN MARTIN HALL AT NEW RIVER COMMUNITY COLLEGE.”

The motion carried.

Discussion Items:

- d. Virginia Community College System
Development of Six-Year Capital Outlay
Plan, 2008-2014

Mr. Shinn reported that the VCCS was required to submit a six-year capital outlay plan to the Governor along with updates made to the plan every other year. The Department of Planning and Budget will soon issue instructions requesting submission of the capital outlay plans for 2008-2014. Staff requested and received proposals for renovations, new

construction and maintenance reserve funding over the next six years from the colleges. These requests are being analyzed by the staff in anticipation of providing a comprehensive statement of needs to the Board at its May meeting. A total of \$2.53 billion in requests were received with \$2.08 billion from the General Fund and \$447.35 million from non-general funds. Proposed guidance and policies are provided for affirmation by the State Board that will direct staff to proceed with the development of the VCCS Six-Year Capital Outlay Plan. The Committee recommends approval. (See Appendix IX.)

A motion was made by Mr. Shinn and seconded by Ms. Ahmed that:

“THE STATE BOARD FOR COMMUNITY COLLEGES APPROVES THE GUIDANCE PROVIDED AND AFFIRMS THE DIRECTIONS TO STAFF FOR DEVELOPMENT OF THE VCCS SIX-YEAR CAPITAL OUTLAY PLAN THAT WILL BE CONSIDERED FOR APPROVAL BY THE STATE BOARD AT ITS MAY 2007 MEETING.”

The motion carried.

- e. Mountain Empire Community College
Maintenance Building
Contract Award

Mr. Shinn noted that Mountain Empire Community College (MECC) received four bids for the construction of a new maintenance building. The apparent low bid exceeds the projected construction budget by approximately 30%. The budget overrun is attributable to high site development costs, specifically rock excavation which is a common occurrence in that part of the state. MECC has offered to increase their local fund contribution. The cost of the building portion of the project is within the approved budget and no additional state funds will be necessary. The Committee recommends approval. (See Appendix X.)

A motion was made by Mr. Shinn and seconded by Mr. Hancock that:

“THE STATE BOARD FOR COMMUNITY COLLEGES APPROVES THE AWARD OF A CONTRACT TO CHAPMAN CONSTRUCTION COMPANY, INC. FOR AN AMOUNT NOT TO EXCEED \$1,338,600 FOR THE CONSTRUCTION OF A MAINTENANCE BUILDING AT MOUNTAIN EMPIRE COMMUNITY COLLEGE.”

The motion carried.

3. Information Items

a. Virginia Community College System
Performance Contracting Update

Mr. Shinn reported that in 2004 the Board authorized the Chancellor to enter into an agreement with TAC Americas for the financing of various energy related projects with the objective being to leverage funds derived from energy savings to help supplement under-funded projects. An update of the innovative and creative project is provided for information only; no action is required.

b. Virginia Community College System
Governor's Capital Outlay Budget Recommendations
2007 Legislative Session

Mr. Shinn noted that a summary of the VCCS facilities related items that were included in the Governor's introduced budget was provided. Equipment funding for capital outlay projects coming on-line in 2006-08 totals \$21.7 million for six projects. \$3.9 million in non-general funding was included for four projects. Unfunded were the top ten high priority capital projects totaling \$191.6 million general funds and \$11.3 million non-general funds. There is the possibility that amendments for funding of some of these projects may be approved by the General Assembly.

c. Virginia Community College System
SWaM Reporting

Mr. Shinn stated that the SWaM reporting for the VCCS was provided.

d. Virginia Community College System
Status Report on Capital Outlay Projects

Also provided for the Board's information was a status report on capital outlay projects.

D. Budget and Finance Committee – Michael Petters reported in the absence of the Chairman, Mark Graham.

1. Minutes - Meeting of November 15, 2006

The Committee approved the minutes of the November 2006 meeting.

2. Action Item

a. Consideration of Debt Policy

Mr. Petters reported that the VCCS did not have a formal policy on debt management and that one was now required under the Higher Education Restructuring Act passed by the 2005 Session of the General Assembly. He noted that our infrastructure needs expansion and the policy will allow for creative public/private ways to do this. The proposed policy does not change anything; it formalizes the way the VCCS has operated relative to debt. The policy was reviewed in detail by the presidents who recommended that it be considered by the State Board. The Committee recommended approval. (See Appendix XI.)

A motion was made by Mr. Petters and seconded by Ms. Beyer that:

“THE STATE BOARD FOR COMMUNITY COLLEGES APPROVES THE VIRGINIA COMMUNITY COLLEGE DEBT MANAGEMENT POLICY MANUAL AS SUBMITTED.”

The motion carried.

3. Information Items

a. Briefing on Governor’s Operating Budget Amendments

Mr. Petters noted that a report on the actual items included in the Governor’s introduced budget was provided. The information could serve as a good summary for the State Board members in their discussions with the legislature.

b. Briefing on Level 2 Authority and Management Standard 11

Mr. Petters asked Ms. Pam Currey, Associate Vice Chancellor for Budget and Planning, to provide the briefing. She noted that Level Two Authority was under consideration by the General Assembly. Under the Higher Education Restructuring

Act there are three levels of authority. Every higher education institution is a level one institution. Level Two provides greater authority in the procurement, information technology and capital outlay areas. The State Board is the responsible entity under the authority. Staff has been working with representatives from SCHEV, members of the Governor's Cabinet, and legislative staff to ensure that the language included in the budget addressing these areas provides the most realistic opportunities for the VCCS to receive the incentives and pursue additional operational authority. It is estimated that the VCCS could gain approximately \$2 million annually from the financial incentives to be gained under Level One authority.

Ms. Currey reported that the Governor proposed an administrative standard, Management Standard 11, with an effective date of July 2007. Under Management Standard 11 such goals as meeting an established classified staff turnover rate, SWaM compliance rate, an eVA compliance rate, and the completion of all capital projects and major information technology projects on time and within budgets will be required. An additional standard has been added, that of campus safety and security. These are administrative goals that we are working to ensure that our colleges can achieve. Certification that the VCCS has met Management Standard 11 will be required before the VCCS could receive the interest earned on its carryforward funds. Mr. Petters noted that the certifications were a result of the shifting of responsibility from the state back to the State Board and he wanted the Board to be fully aware of these standards. It was very important to the VCCS.

E. Personnel Committee – Nathaniel Xavier Marshall, Chair, reported.

1. Minutes—Meeting of November 15, 2006

The Committee approved the minutes of the November 2006 meeting.

2. Action Items

a. Faculty Promotions Policy

Mr. Marshall reported that when the VCCS changed its compensation policies that allowed greater flexibility in the method of establishing the compensation of new faculty, it necessitated a change in how the pay for faculty is calculated upon promotion. The proposed change decouples the

promotion of administrative faculty from that of instructional faculty as well as clarifying and updating the changes. The Committee recommended approval. (See Appendix XII.)

A motion was made by Mr. Marshall and seconded by Mr. Porter that:

“THE STATE BOARD FOR COMMUNITY COLLEGES APPROVES THE UPDATE TO VCCS POLICY NUMBERS 3.7.0.2.6, AS PROPOSED.”

The motion carried.

- b. Appointment of Dr. Francis S. Turnage as President Emeritus of Germanna Community College

Mr. Marshall asked Ms. Kincheloe to present this item. She stated that she was honored to recommend that Dr. Francis Turnage be named President Emeritus of Germanna Community College (GCC). For twenty years Dr. Turnage had been the face of Germanna. He was well-respected and well-liked in the community. She noted that he was responsible for her enthusiasm for our community colleges. GCC and the VCCS were indeed his life's work. The Committee recommended approval. (See Appendix XIII.)

A motion was made by Ms. Kincheloe and seconded by Mr. Marshall that:

“THE STATE BOARD FOR COMMUNITY COLLEGES APPOINT DR. FRANCIS (FRANK) S. TURNAGE PRESIDENT EMERITUS OF GERMANNA COMMUNITY COLLEGE.”

The motion carried.

3. Information Items

There were no information items.

IV. EXECUTIVE COMMITTEE/CHAIR'S REPORT

Mr. Toxopeus noted that there was no meeting of the Executive Committee.

The Chair stated that the next meeting of the State Board will be held in his home area at the Middletown Campus of Lord Fairfax Community College. At that meeting several important items such as tuition and faculty salaries will be on the agenda. Also, at the March meeting, any State Board member wishing to serve as an officer of the Board next year was required to declare his/her intention.

V. OTHER BUSINESS

There was no other business to come before the State Board.

VI. ADJOURNMENT

A motion was made by Mr. Marshall and seconded by Ms. Beyer that:

"THE JANUARY 2007 MEETING OF THE STATE BOARD FOR COMMUNITY COLLEGES IS ADJOURNED."

The motion carried.

The meeting was adjourned at 11 a.m.

Alan G. Toxopeus, Chair

Glenn DuBois, Secretary

GD/sbh

APPENDIX I

TITLE: PROGRAM APPROVAL – ASSOCIATE OF APPLIED SCIENCE DEGREE
IN EARLY CHILDHOOD DEVELOPMENT

BACKGROUND:

Eastern Shore Community College (ESCC) proposes the establishment of an Associate of Applied Science degree in Early Childhood Development. This is a four-semester, 66- to 67-credit curriculum. Graduates of this program will be prepared to work in a variety of child care settings such as day care centers, family home centers, or as teacher assistants in public schools.

ACTION RECOMMENDED:

It is recommended that the State Board for Community Colleges approve that Eastern Shore Community College be allowed to offer the Associate of Applied Science degree in Early Childhood Education.

PREVIOUSLY REVIEWED BY:

- ✓ ESCC Curriculum Committee and College Board
- ✓ VCCS Academic Services and Research staff

RATIONALE:

The Early Childhood Development program is already offered at ESCC in the form of a cooperative agreement with Tidewater Community College. Student enrollment in the cooperative program is currently at 17 students. The proposed program will replace the existing collaborative degree program ESCC has with Tidewater Community College and, as a result, will continue to complement the ESCC Career Studies Certificate in Early Childhood Development. Because this program proposal is primarily a matter of “program ownership,” the new program will respond to the continuing needs of the community-at-large. There are no plans to request additional state funds in order to initiate or operate this program.

RESOURCE PERSONS:

- Dr. Monty Sullivan, Vice Chancellor, Academic Services and Research, msullivan@vccs.edu, 804.819.4970
- Dr. Susan S. Wood, Assistant Vice Chancellor for Educational Programs and Instructional Technology, swood@vccs.edu, 804.819.4936
- Mr. William Hightower, Director of Educational Programs, bhightower@vccs.edu, 804.819.4696

APPENDIX II

TITLE: PROGRAM APPROVAL – ASSOCIATE OF APPLIED SCIENCE DEGREE IN RADIOLOGIC TECHNOLOGY

BACKGROUND:

Eastern Shore Community College (ESCC) proposes the establishment of an Associate of Applied Science degree in Radiologic Technology. This is a two year, six-semester, 72-credit curriculum. Graduates of the program will be prepared to be members of a health care team who, under the supervision of radiologists, produce diagnostic images of the internal structures of the body to assist the physician in the diagnosis and care of patients. Graduates will be eligible to apply to the American Registry of Radiologic Technologists to test for certification as a Registered Technologist (Radiography). Radiographers may be employed in hospitals, outpatient facilities, physician's offices, mobile imaging companies, government agencies, sales, and marketing.

ACTION RECOMMENDED:

It is recommended that the State Board for Community Colleges approve that Eastern Shore Community College be allowed to offer the Associate of Applied Science degree in Radiologic Technology.

PREVIOUSLY REVIEWED BY:

- ✓ ESCC Curriculum Committee and College Board
- ✓ VCCS Academic Services and Research staff

RATIONALE:

There are currently six Radiologic Technology AAS programs in the VCCS. The closest one to ESCC is at Tidewater Community College. That program is of little usefulness to the citizens of the Eastern Shore since enrollments are limited. According to the TCC Radiologic Technology Program Summary "Radiology has become a very competitive program, and enrollment is limited." There are no other VCCS programs in eastern Virginia.

There is a lack of trained radiologic technicians in the Eastern Shore area, but there is a high demand for technologists. An adequate and reliable supply of trained technologists is questionable for the area. Training a local population benefits the economic development of the locale and makes it less likely that trained technologists, once hired, will opt to move away.

RESOURCE PERSONS:

- Dr. Monty Sullivan, Vice Chancellor, Academic Services and Research, msullivan@vccs.edu, 804.819.4970
- Dr. Susan S. Wood, Assistant Vice Chancellor for Educational Programs and Instructional Technology, swood@vccs.edu, 804.819.4936
- Mr. William Hightower, Director of Educational Programs, bhightower@vccs.edu, 804.819.4696

APPENDIX III

TITLE: PROGRAM APPROVAL – ASSOCIATE OF APPLIED SCIENCE DEGREE
IN NURSING

BACKGROUND:

Rappahannock Community College (RCC) proposes the establishment of an Associate of Applied Science degree in Nursing. This is a two year, 69-credit curriculum. The purpose of the program will be to prepare students for careers in the nursing profession. At the completion of the Nursing Program, students will demonstrate nursing skills to provide total client care in a variety of health care settings. Graduating students will be eligible to take the NLN examination required for licensure as a registered nurse.

ACTION RECOMMENDED:

It is recommended that the State Board for Community Colleges approve that Rappahannock Community College be allowed to offer the Associate of Applied Science degree in Nursing.

PREVIOUSLY REVIEWED BY:

- ✓ RCC Curriculum Committee and College Board
- ✓ VCCS Academic Services and Research staff

RATIONALE:

Rappahannock Community College has had a collaborative arrangement with J. Sargeant Reynolds Community College in providing instruction in registered nursing. Regional students have received the first year of instruction at RCC and then transferred to JSRCC for the second year. Recently, both colleges have agreed that two separate programs would better serve their two different service regions and enable the Commonwealth of Virginia to better fill the nursing shortage. Both employers and students heartily endorse this proposal. There are no plans to request additional state funds in order to initiate or operate this program.

RESOURCE PERSONS:

- Dr. Monty Sullivan, Vice Chancellor, Academic Services and Research, msullivan@vccs.edu, 804.819.4970
- Dr. Susan S. Wood, Assistant Vice Chancellor for Educational Programs and Instructional Technology, swood@vccs.edu, 804.819.4936
- Mr. William Hightower, Director of Educational Programs, bhightower@vccs.edu, 804.819.4696

APPENDIX IV

TITLE: PROGRAM APPROVAL – ASSOCIATE OF APPLIED SCIENCE DEGREE IN FUNERAL SERVICES

BACKGROUND:

Tidewater Community College (TCC) proposes the establishment of an Associate of Applied Science degree in Funeral Services. This is a two year, 68-credit curriculum. The purpose of the program will be to prepare students for careers in the funeral service industry. Potential employment opportunities include: funeral directors, funeral attendants, employment in conglomerate funeral service organizations (corporations who own large blocks of funeral homes), in management (with additional college work) and consulting. Other examples of possible careers are drivers for the removal and transport of bodies for pay as well as embalmers and cremationists for the same industry.

ACTION RECOMMENDED:

It is recommended that the State Board for Community Colleges approve that Tidewater Community College be allowed to offer the Associate of Applied Science degree in Funeral Services.

PREVIOUSLY REVIEWED BY:

- ✓ TCC Curriculum Committee and College Board
- ✓ VCCS Academic Services and Research staff

RATIONALE:

In 2000, Norfolk State University (NSU) identified a need for funeral service education in Hampton Roads and developed a certificate program to provide a pathway for non-traditional students to satisfy requirements for licensure. NSU's program was accredited in 2003 by the American Board of Funeral Service Education (ABFSE). NSU was not successful in its attempt to restructure the certificate as an associate degree, and NSU decided to discontinue the program. To meet the continuing demand for an educational program in funeral services in Hampton Roads, TCC proposes to offer an Associate of Applied Science degree in Funeral Services, pending approvals by the State Board for Community Colleges and the State Council of Higher Education for Virginia. The local Board approved the program on October 31, 2006.

There are no other funeral service programs offered in Hampton Roads or the surrounding areas. With the closing of the NSU certificate program, the only program available in the Commonwealth is an associate degree program located at John Tyler Community College (JTCC) in Chester, Virginia. Therefore, interested students will be required to commute to that program or relocate to other areas of the country such as Atlanta, Nashville, Fayetteville, NC, or New York to complete their educational requirements. JTCC's accredited program has produced an average of twenty graduates per year over the past three years.

RESOURCE PERSONS:

- Dr. Monty Sullivan, Vice Chancellor, Academic Services and Research, msullivan@vccs.edu, 804.819.4970
- Dr. Susan S. Wood, Assistant Vice Chancellor for Educational Programs and Instructional Technology, swood@vccs.edu, 804.819.4936
- Mr. William Hightower, Director of Educational Programs, bhightower@vccs.edu, 804.819.4696

APPENDIX V

TITLE: REQUEST TO AWARD HONORARY DEGREE

BACKGROUND:

A request has been received from Southwest Virginia Community College for approval to award an honorary degree. In accordance with VCCS Policy Manual (5.1.5 *Honorary Degrees*), the State Board for Community Colleges can authorize Southwest Virginia Community College to award an honorary associate degree in humane letters to the individual who has contributed significantly to Southwest Virginia Community College or to the VCCS.

ACTION RECOMMENDED:

It is recommended that the State Board for Community Colleges approve the request from Southwest Virginia Community College to award the honorary degree.

RATIONALE:

The recommendation to confer the aforementioned honorary degree was unanimously endorsed by the Board of the respective college and the Chancellor.

RESOURCE PERSONS:

Dr. Charles King, President
Ms. Frances B. Minton, Chair, Local Board
Southwest Virginia Community College
(276) 964-7315

Dr. Monty Sullivan
Vice Chancellor for Academic Services & Research
(804) 819-4970

APPENDIX VI

TITLE: JOHN TYLER COMMUNITY COLLEGE
MIDLOTHIAN CAMPUS
DEED OF EASEMENT, CHESTERFIELD COUNTY SEWERLINE

BACKGROUND:

The County of Chesterfield has requested that the State Board for Community Colleges grant a 20-foot wide utility easement modification (0.150 acres) to the County for relocation of an existing sewer line that ruptured during construction of the VDOT 288 / Powhite Parkway project. The sewer line rerouting will protect the line from flooding by the nearby creek. The new sewer line has already been relocated and installed under emergency conditions when the existing live sewer line ruptured. The sewer line is located near the southwest corner of the JTCC Midlothian Campus (See attached plat). No costs associated with this easement have been paid or are expected to be paid by the State Board for Community Colleges for this project.

Following approval by the State Board for Community Colleges and prior to execution, the utility easement will be submitted for approval by System Counsel on behalf of the Office of the Attorney General of Virginia and to the Division of Real Estate Services for approval on behalf of the Governor.

RECOMMENDATION:

It is recommended that the State Board for Community Colleges authorize and direct Dr. Glenn Dubois, Chancellor, to execute this Deed of Easement to the County of Chesterfield for the rerouting of an existing sewer line.

LOCAL BOARD APPROVAL:

The easement request will be presented to the Local Board at its next meeting on January 11, 2007.

RESOURCE PERSONS:

Dr. Marshall W. Smith, President
John Tyler Community College
(804) 706-5013
msmith@jtcc.edu

Mr. Edward O. Watson, PE
Assistant Vice Chancellor
Facilities Management Services
Virginia Community College System
(804) 819-4917
ewatson@vccs.edu

APPENDIX VII

TITLE: CENTRAL VIRGINIA COMMUNITY COLLEGE
DEMOLITION
STORAGE AND EQUIPMENT SHED

BACKGROUND:

Central Virginia Community College is seeking authorization to demolish an existing Storage & Equipment Shed in conjunction with the construction of their new Maintenance Building. Demolition of this existing Storage & Equipment Shed is required to make room for the new 4,000 gross square foot, brick veneer, Maintenance Building. Attached are several photographs of the existing Storage & Equipment Shed. This single story, 943 gross square foot, slab on grade, wood frame, metal siding building was constructed in 1970. It has no electrical service, heat or other utilities. When originally constructed, it was intended to be a temporary solution to the college's equipment storage needs. This temporary building has now been in service for more than 36 years. As indicated in the attached photographs, this building is in relatively poor condition. Given the deteriorated condition of this structure and taking into account that the wood framing, including the roof trusses, is primarily frame construction, it would not be practical or cost effective to relocate this storage facility to an alternate site on campus. No hazardous materials are present in this building and the debris will be disposed of in a local landfill. The total cost of demolishing this building is estimated to be in the neighborhood of \$1,000 to \$1,500.

RECOMMENDATION:

It is recommended that the State Board authorize the demolition of this Storage & Equipment Shed.

LOCAL BOARD APPROVAL:

The Local College Board has approved this item on October 19, 2005 and has no objection to the planned demolition of this structure.

RESOURCE PERSONS:

Dr. Darrel W. Staat, President
Central Virginia Community College
(434) 832-7601
sykesd@cvcc.vccs.edu

Mr. Edward O. Watson
Assistant Vice Chancellor for
Facilities Management Services VCCS
(804) 819-4920
ewatson@vccs.edu

APPENDIX VIII

TITLE: NEW RIVER COMMUNITY COLLEGE
MARTIN HALL, RENOVATE/EXPAND BOOKSTORE
SCHEMATIC DRAWING REVIEW

BACKGROUND:

Over the past five years, it has become apparent to the administration at New River Community College that the college enrollment has outgrown the capacity of the existing bookstore in Martin Hall (approximately 1,115 gross square feet) to adequately serve the needs of the student population. The long lines of students waiting to enter the bookstore, prior to the start of each semester and during the first few weeks of the semester are evidence of this inadequacy. Adding to this problem is the fact that the current storage space for bookstore inventory is also insufficient. Excess inventory, typically on hand at the start of each semester, is currently stored on the floor in the back of the bookstore. This practice adversely impacts the available merchandizing space, creates a less than desirable shopping experience for the students and staff, and is a potential safety hazard. As a result, the staffing demands in the bookstore are significantly increased as bookstore employees, using a copy of the class schedule, must retrieve the student's textbooks.

In an effort to address this problem, a Request for Proposal (RFP) was developed this past spring to solicit offers from potential bookstore vendors. As part of this solicitation, the college requested that offerors include in their proposals, plans and funding to expand and upgrade the current bookstore. Specifically, the bookstore was to be expanded into an area currently occupied by a small stage in the Martin Hall, Student Lounge. Expansion into this area of the Student Lounge will increase the available bookstore space by approximately 1,460 gross square feet, bringing the total bookstore area to 2,575 gross square feet. It was also recommended that additional entrances to the bookstore be created so that the occupancy level can be increased. Due to access constraints, the authorized occupancy level in the current bookstore, including staff, is posted at 34 persons.

Nebraska Bookstore Company (NBC) of Lincoln, Nebraska, was the successful offeror and has been awarded a ten year contract. As a safeguard against NBC raising the prices for textbooks to pay for the costs of the bookstore expansion, the College included a clause in the contract specifying that NBC must employ pricing policies that are fair and reasonable and that conform to standard practices and rates throughout the United States.

The expansion of the bookstore will entail removing a wall between the existing bookstore and the Martin Hall stage, removing the raised stage floor, construction of new a storage room, and the construction of a new wall separating the expanded bookstore from the existing Student Lounge. The project will also include: new wall finishes, new floor coverings, electrical and lighting improvements, minor HVAC modifications, fire suppression system modifications, as well as new store fixtures and display cases. NBC has retained the services of a local A/E firm (Oliver, Webb, Pappas & Rhudy of Blacksburg, Virginia) to develop the design documents for this project. These drawings and specifications will be reviewed by the Bureau of Capital Outlay Management, pursuant to obtaining a Building Permit. The final design will meet all applicable Codes and regulations. The total cost of this project is estimated at \$200,000 and will be paid by NBC.

APPENDIX VIII Continued

RECOMMENDATION:

It is recommended that the State Board approve the Schematic Drawings as submitted.

LOCAL BOARD APPROVAL:

The Local College Board approved this project at its December 4, 2006 meeting.

RESOURCE PERSONS:

Dr. Jack M. Lewis, President
New River Community College
(540) 674-3601
nrhalla@nr.edu

Mr. Edward O. Watson
Associate Vice Chancellor
Facilities Management Services
Virginia Community College System
(804) 819-4920
ewatson@vccs.edu

APPENDIX IX

TITLE: VIRGINIA COMMUNITY COLLEGE SYSTEM
DEVELOPMENT OF SIX-YEAR CAPITAL OUTLAY PLAN, 2008-2014

BACKGROUND:

Each agency and institution of higher education is required to submit a six-year capital outlay plan to the Governor, with updates made to the plan every other year. The first biennium of the plan is the official capital outlay budget request for the institution. The second and third biennium plans are for planning purposes for both the institution as well as the Governor, and serve as a long-term statement of needs.

It is expected that the Department of Planning and Budget will soon issue instructions requesting submission of agency and institution six-year capital outlay plans for 2008 -2014, with an expected due date in May 2007. Anticipating such a request, staff requested and received a response from each of the 23 colleges regarding requests for renovation, new construction and maintenance reserve funding over the next six years. The requests are still being analyzed by staff in anticipation of providing a comprehensive statement of needs to the State Board for its approval at the May 2007 meeting; however some preliminary data are already available and are summarized below. A total of \$2.53 billion in requests has been received, with \$2.08 billion requested from the General Fund and \$447.35 million requested from non-general funds (tuition and fees, local funds, other non-state funds).

A preliminary list of project requests is attached. It is expected that a number of revisions, updates and modifications will be made to this list before recommendations are made to the State Board. Narrative descriptions of each project will be available in May, as will requests for maintenance reserve funding.

2008–10 Biennium

Project Equipment	\$ 52.26 million General Funds
Renovations	\$228.45 million General Funds
	\$ 2.91 million Non-General Funds
Major Mechanical	\$ 14.85 million General Funds
New Construction	\$558.45 million General Funds
	\$122.83 million Non-General Funds
Acquisitions/Capital Leases	\$ 5.09 million General Funds
	\$ 21.00 million Non-General Funds
Auxiliary Enterprises	\$ 25.82 million Non-General Funds
Total	\$ 1.03 billion (\$859.09 million GF; \$172.60 million NGF)

2010–12 Biennium

Renovations	\$237.62 million General Funds
	\$ 2.91 million Non-General Funds
New Construction	\$400.43 million General Funds
	\$ 71.82 million Non-General Funds
Acquisitions/Capital Leases	\$ 25.0 million Non-General Funds
Auxiliary Enterprises	\$ 32.45 million Non-General Funds
Total	\$770.23 million (\$638.05 million GF; \$132.18 million NGF)

APPENDIX IX Continued

2012-14 Biennium

Major Mechanical Renovations	\$ 8.0 million General Funds
	\$121.02 million General Funds
	\$ 1.98 million Non-General Funds
New Construction	\$453.729 million General Funds
	\$ 50.19 million Non-General Funds
Acquisitions/Capital Leases	\$ 2.0 million General Funds
Auxiliary Enterprises	\$ 90.39 million Non-General Funds
Total	\$727.33 million (\$584.76 million GF; \$142.57 million NGF)

ANALYSIS:

Prior to developing recommendations for the May meeting, it would be helpful to obtain guidance from the State Board regarding its priorities. Historically, the State Board has provided direction to staff regarding further development of the Six-Year Capital Outlay Plan, including the following:

For new construction projects, the State Council of Higher Education has standard formulas that guide the analysis of whether additional space is needed at a college. The formulas are basically enrollment driven, with the exception of library and public service space.

To be included in the approved VCCS Six-Year Capital Outlay Plan, requests for new space were required to be 100% space guideline justified in the biennium in which they were recommended. Projects that were not justified were not included in the recommended Plan, but were identified on a list provided to the Board members as having been requested.

Although the VCCS does not do a formal enrollment forecast for each college, for the purposes of determining whether new construction is needed or not the State Board approved the use of estimated enrollment growth factors in the analysis. The growth factors were based on a combination of system-wide growth rates, actual college specific growth rates, and in a few instances, future demographic information that colleges were allowed to provide for requests such as new campuses. The decision rule used in 2005 was to use the lesser of the annualized rate or the college specific rate for colleges with lower growth. Only three colleges were approved to use factors higher than the system-wide average growth rates in 2005. The updated five-year annualized growth rate proposed for use in the 2008-14 Plan will be developed with more current 2006 enrollment data.

In 2005, the State Board requested that in addition to the use of state space need guidelines, that Dateline 2009 priorities be used as a component of the review and recommendation of priorities. This was applied by usually prioritizing new construction requests with high space justification ahead of renovation projects (in order to provide access), and by prioritizing instructional space needs ahead of administrative support space needs (focus on instruction and learning). Workforce development facilities, when justified, placed high in the priorities as well.

APPENDIX IX Continued

For renovation projects:

The State Board indicated that the Facilities Condition Index should be only one component of setting renovation project priorities. Projects with significant components related to continued operation of the facility, such as heating and cooling systems, electrical systems, and plumbing systems, were placed in higher priorities than requests for cosmetic purposes. Projects tied to updating laboratories and other instructional facilities, particularly those with large space deficits, were also recommended as higher priorities over projects related to administrative space improvements. All renovation projects were considered to have merit and were included on the recommended list.

Other Issues:

The State Board asked staff to ensure that all college requests were reviewed to make sure that adequate funding was requested for the BCOM fees, project management costs, inflation, testing, and asbestos abatement when appropriate. It is suggested that more analysis be done in this six-year planning cycle to review the adequacy of the cost per square foot of each project as well. The State Board indicated that non-general fund projects could be included on the list pending further review of fund source information, particularly for debt related projects to be funded by student fees.

The State Board indicated that approval of the requests for new campuses will be predicated on receipt and approval of feasibility studies from the requesting college.

TIMELINE:

At the March 2007 meeting, staff will provide a list of justified projects and additional information on each project. Additionally, an extended briefing can be made available for the Committee if desired.

RECOMMENDATION:

It is recommended that the State Board for Community Colleges approve the guidance provided above and affirm the directions to staff for development of the VCCS Six-Year Capital Outlay Plan that will be provided for approval at the May 2007 meeting of the State Board.

RESOURCE PERSONS:

Ms. Karen J. Petersen
Executive Vice Chancellor
(804) 819-4910
kpetersen@vccs.edu

Ms. Pamela Currey
Associate Vice Chancellor, Budget & Planning
(804) 819-4695
pcurrey@vccs.edu

Mr. Edward O. Watson, PE
Associate Vice Chancellor for Facilities
Management Services
(804) 819-4917
ewatson@vccs.edu

Mr. William Johnson
Capital Outlay Assistant Director
(804) 819-4912
wjohnson@vccs.edu

APPENDIX X

TITLE: MOUNTAIN EMPIRE COMMUNITY COLLEGE
MAINTENANCE BUILDING
CONTRACT AWARD

BACKGROUND:

On December 12, 2006, four bids were received for the construction of a new maintenance building at Mountain Empire Community College Chapman Construction, of Gate City, Va., submitted the apparent low bid in the amount of \$1,338,600. This bid exceeds the projected construction budget of \$1,032,332 by \$306,268, or approximately 30%. This budget overrun is attributable to high site development costs, most notably for rock excavation, the entrance road, and long runs of utility lines.

The College has offered to increase their local fund contribution to the project for the unanticipated cost of site work and utilities. The new total for local fund contribution is \$743,684. The cost for the building portion of the bid proposal is within the approved budget, so no additional state supplemental funding will be necessary.

Per Section 10.0.0.3 (f) of the VCCS Policy Manual, State Board approval is required to award a construction contract when the price exceeds the authorized construction budget by more than 10% or \$100,000, whichever is greater. Therefore, State Board approval to increase the approved budget is necessary to award this contract.

RECOMMENDATION:

It is recommended that the State Board approve the award of a contract to Chapman Construction Company, Inc. for an amount not to exceed \$1,338,600.

LOCAL BOARD APPROVAL:

The Executive Committee of the Local College Board will consider this proposed contract award prior to the January 2007 State Board meeting. The State Board will be apprised of any issues raised by the Local College Board.

RESOURCE PERSONS:

Dr. Terrance Suarez, President
Mountain Empire Community College
(276) 523-2400

Mr. Edward O. Watson
Associate Vice Chancellor for
Facilities Management Services
Virginia Community College System
(804) 819-4917

APPENDIX XI

TITLE Outline of Commonwealth Debt and Approval of
Virginia Community College System Debt
Management Policy Manual

BACKGROUND:

Chapter 945 of the 2005 Session of the General Assembly provided for a significant restructuring of operational authority for Virginia's institutions of higher education. Chapter 3, Special Session I, 2006 Virginia Acts of Assembly, §4-9.02 ASSESSMENT OF INSTITUTIONAL PERFORMANCE, requires each institution to comply with a debt management policy approved by its governing board. The policy must define the maximum percent of institutional resources that can be used to pay debt service in a fiscal year and the maximum amount of debt that can be prudently issued within a specified period.

The State Board for Community Colleges is responsible, in Title 23, Chapter 16 of the *Code of Virginia* for the establishment, control, and administration of a statewide system of publicly supported comprehensive community colleges known as the Virginia Community College System. As such, the State Board for Community Colleges is the issuer of any debt issued on behalf of a community college in Virginia.

The purposes of the policy manual are:

To provide guidance to the State Board and the community colleges in undertaking long-term debt obligations which will benefit the Virginia Community College System and its constituent colleges.

To provide a structured framework for the issuance of long-term debt obligations.

To provide an ongoing process for the State Board to evaluate the level of its annual debt service support and consolidated debt burden.

To document the exercise of due diligence in the execution and/or management of the Virginia Community College System debt portfolio and use of its financial resources.

To satisfy requirements of Chapter 3, Special Session 1, Virginia Acts of Assembly, Section 4-9.02.22.

To assist the Virginia Community College System in achieving and/or maintaining credit ratings necessary to be eligible for authority under the Restructured Higher Education Financial and Administrative Operations Act.

Prior to consideration of the Debt Management Policy Manual, Virginia Community College System staff will outline the legal framework and requirements surrounding the use of Commonwealth debt to the Budget & Finance Committee at its meeting. The Advisory Council of Presidents has reviewed this policy and recommended approval.

APPENDIX XI Continued

ACTION REQUIRED:

Approval of the Virginia Community College Debt Management Policy Manual is requested.

RESPONSIBLE STAFF:

Pamela Currey
Associate Vice Chancellor for Budget and Planning
804-819-4695

APPENDIX XII

TITLE: PROMOTION POLICY UPDATE
FOR ADMINISTRATIVE AND PROFESSIONAL FACULTY

BACKGROUND:

The VCCS changed its compensation policies allowing greater flexibility in the method of establishing the compensation for new faculty, thus necessitating a change in how the pay for faculty is calculated upon promotion.

RECOMMENDATION:

Recommend that the State Board approve the update to policy number 3.7.0.2.6 changing the procedures for rewarding faculty upon promotion

RATIONALE:

Earlier this year, the State Board approved changes to our compensation policies for teaching and administrative/professional faculty. These changes help to clarify and codify those changes.

RESOURCE PERSON:

Dr. Christopher D. Lee
Associate Vice Chancellor
Human Resource Services and Affirmative Action
System Office
804-819-4685

APPENDIX XIII

TITLE: APPOINTMENT OF DR. FRANCIS (FRANK) S. TURNAGE AS PRESIDENT
EMERITUS OF
GERMANNA COMMUNITY COLLEGE

BACKGROUND:

Dr. Francis (Frank) S. Turnage has served as the President of Germanna Community College for two decades and has nearly 40 years of service within the VCCS. As noted in the attached resolution passed unanimously by the College's Local Board, "Dr. Turnage has provided effective leadership and meritorious service both in the College and also in the region."

RECOMMENDATION:

It is recommended that the State Board appoint Dr. Francis (Frank) S. Turnage President Emeritus of Gemanna Community College.

RATIONALE:

The appointment would give due recognition to nearly 40 years of meritorious service.

RESOURCE PERSON:

Dr. Christopher D. Lee
Associate Vice Chancellor
Human Resource Services
System Office
804-819-4685