

DANVILLE COMMUNITY COLLEGE

MEETING OF THE BOARD

**MONDAY, MARCH 19, 2018
5:30 P.M. - Wyatt Building Board Room**

MINUTES NO. 241

The two-hundred and forty-first meeting of the Danville Community College Board was held on March 19, 2018, at 5:30 p.m. in the Wyatt Building Board Room.

I. OPENING

A. CALL TO ORDER: Mr. Sheila Baynes, Chair, called the meeting to order and asked that the roll be called.

B. ROLL CALL

Board Members Present: Ms. Sheila Baynes

Mr. Chris Eastwood

Dr. Frank Grogan

Mr. Ricky Hutcherson

Ms. Lisette Jordan

Mr. John Mead

Mr. Carlyle Wimbish

Board Members Absent: Mr. Matt Leonard

Mr. Telly Tucker

Also Present:

Mr. Shannon Hair, Vice President of
Institutional Advancement and
Development

Dr. Debra Holley, Vice President of
Academic and Student Services

Dr. Bruce Scism, President/Secretary

Ms. Elizabeth Spainhour, DCC Educational
Foundation Board Representative to
the College Board

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Mr. Jimmie Tickle, Assistant Vice President of Workforce Services and Technical Studies

Mr. Charles Toothman, Vice President of Financial and Administrative Services

Ms. Connie Wann, Executive Assistant to the President

Mr. John Crane, Report from the *Danville Register*

C. **PUBLIC COMMENT:** None

D. **REAPPOINTMENT OF MR. MATT LEONARD:** Dr. Scism announced that Mr. Matt Leonard has been reappointed for a second four-year term by the Halifax County Board of Supervisors.

E. **ACTION ITEMS**

1. **Approval of November 27, 2017, Minutes (copy attached):**
A motion was made by Mr. Mead, seconded by Mr. Hutcherson, that:

THE MINUTES OF THE NOVEMBER 27, 2017, MEETING BE APPROVED AS PRESENTED.

Board approval was unanimous.

2. **Election of Nominating Committee for Board Chair and Vice Chair:** Mr. Wimbish and Dr. Grogan agreed to serve as the Nominating Committee. Ms. Wann will provide them with the rotation schedule.

II. PRESIDENT'S REPORT

A. **INFORMATION ITEMS**

1. **Tour of EIT and Welding Buildings:** The meeting recessed at 5:35 p.m. to tour these two buildings. A grand opening is being planned for June. The meeting resumed at 6:30 p.m.
2. **Go Tech/Robotics/Automation/IT/Cyber Security Academvnnترنت/Industry 4.0:** Dr. Scism reported that the

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Go Tech award of \$600,000 will be used to drive industry curricula taken to the sixth grade and provide some hands-on experience in Engineering, IT, Advanced Manufacturing, and welding. This should increase dual enrollment, as well as more students coming to DCC. We will demonstrate that we can get the scale and the quality. We are preparing to submit two more grants for \$17 million to take robotics and automation to the sixth graders, as well as IT and skill sets, cyber security and networking, and we are fairly optimistic that they will be funded.

Also to be submitted by April 2 is a competitive award to Go VA for \$11.5 million. When our project was reviewed at State level, it received State recognition. Dr. Scism advised that he met with the school superintendents last week, and is scheduled to meet with those in the Keysville area on March 20. The Go VA proposal will provide equipment and training in schools. It will be dependent on what match can be gotten. Another competitive round will be available in September. Regarding the number of students anticipated in each round of exposure, Dr. Scism stated that until we can hire a trainer to work with high school faculty to build the curricula, we should reach a fair number of students. A question was raised on how we will get a pathway to all middle schools. There is clearly a need to bring it to Pittsylvania and Halifax County High Schools, and the numbers will be hundreds of students. There will be a longitudinal study to determine the impact. Among the sixteen counties are Franklin, Henry, Patrick, City of Martinsville, Greenville, and Wytheville Community College. As long as we can get the funding, we will keep pursuing this initiative. We are doing the same thing with the IT Academy. The Networking Program and Cyber Security Program will be rather unique and will pay dividends. We are also driving toward a capstone to Industry 4.0. There is no other program like it.

3. **Budget:** Dr. Scism stated that the budget has been a challenge again this year. There is a \$650,000 shortfall, and we are working with the VCCS to develop a plan to reduce our expenses. He announced that three faculty members will be hired for the fall: (1) Cosmetology; (2) CNA, LPN, RN and Pharmacy Tech; and, (3) Truck Driving. Meetings have been held with area businesses, and the location of the truck driving school will be highly visible.

4. **Presidential Evaluation Timeline:** Dr. Scism advised that with the departure of Mr. George Still, who resigned in December to take another job, the College has employed an interim Director of Planning, Effectiveness and Research. As a result, the President's report will be ready for the June meeting. The final report will be ready in two weeks at which time it will be forwarded to the Evaluation Committee for review. The evaluation will be done at the June meeting, and then the final recommendation of the Board will be submitted to the Chancellor.

B. ACTION ITEMS:

1. **Approval of Professor Emeritus Status for Mr. George Turnbull, Associate Professor of Electrical/Electronics:** Dr. Scism discussed the recommendation for Professor Emeritus status for Mr. George Turnbull.

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

MR. GEORGE TURNBULL, ASSOCIATE PROFESSOR OF ELECTRICAL/ELECTRONICS, BE AWARDED THE PROFESSOR EMERITUS STATUS AS RECOMMENDED.

Board approval was unanimous.

2. **Resolution to Submit Grant Applications to TRRC (copy attached):** Dr. Scism advised that the Tobacco Commission requires Board approval of a resolution to submit grant applications.

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

THE COLLEGE BOARD APPROVE THE RESOLUTION TO SUBMIT GRANT APPLICATIONS TO TRRCAS PRESENTED.

Board approval was unanimous.

III. FINANCIAL AND ADMINISTRATIVE SERVICES

A. INFORMATION ITEM:

1. Facilities Update-see II.A.I. above.

B. ACTION ITEM:

1. **Approval of DCC Continuity Plan and Emergency Operations Plan (Appendix G):** Mr. Toothman explained that this document is a guide to how the College would function in case of an emergency. It includes a list of contact numbers of those individuals vital to the operation, and this information is shared with the Police and Fire Departments.

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

THE DCC CONTINUITY PLAN AND EMERGENCY OPERATIONS PLAN (APPENDIX G) BE APPROVED AS PRESENTED.

Board approval was unanimous.

IV. ACADEMIC AND STUDENT SERVICES

A. INFORMATION ITEM:

1. **Enrollment Report:** Dr. Holley announced that enrollment is down 8.9 percent which equals 338 students. This number includes half dual enrollment and half on campus. Last year the drop was 10.5 percent, and the year before it was 5.5 percent. The State as a whole is down 3.25 percent. She stated that the retention rate from fall to spring was about the same at 73 percent which is good. The fall to fall retention rate was 51 percent, up from 41 percent last year. She advised that new students are not enrolling in the spring. Dual enrollment dropped 164 students, and part of the reason for this was there was not a qualified faculty member to teach a class. It was noted that faculty have to have a master's degree to teach DCC courses. Workforce programs are still solid, but there is a decline in the transfer programs.

Even though we are down, there are a number of things in the pipeline. Truck driving will be non-credit, and approximately 100 students are expected to enroll in the program. Nine new online programs will be offered in the fall. Dialog is continuing with Virginia Tech regarding the Engineering Program. We are also meeting with the region's economic developers and school superintendents to develop new programs that will bring new businesses that pay well to the area.

2. **Update on Revision of Mission Statement:** Dr. Holley announced that she has six volunteers who will be working on revising our current Mission Statement. Feedback will be requested from the Board.

V. PUBLIC RELATIONS AND MARKETING

A. **INFORMATION ITEMS:**

1. **New Catalog:** In Ms. Kim Buck's absence, Dr. Scism reported that the has been sent to the printer and should be back on campus by April 2.
2. **Marketing Initiative:** A committee has identified several programs that would be good candidates for online or out-of-state students including Project Management, Cyber Security, Dimensional Inspection, and Guitar Building. The first two are offered completely online, and the latter two are onsite. Also, we will be launching a national targeted marketing campaign beginning with Project Management. The results of this campaign will determine how the remaining dollars will be allocated. The DCC Educational Foundation is paying for the marketing.
3. **Web Site Redesign:** Currently the College is in the middle of an RFP process to redesign the entire DCC website. Pricing information will not be available until the end of March.

VI. INSTITUTIONAL ADVANCEMENT/DEVELOPMENT

A. **INFORMATION ITEMS:**

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1. Scholarship Award Update: Mr. Hair advised that scholarships are being awarded monthly. Students were advised early on about this opportunity. \$600,000 is awarded annually.
2. Pathways to Regional Success-Major Gifts Campaign Update: Mr. Hair stated that we are currently in the silent phase of the campaign. \$1.5 million were raised last year, and about \$3 million has been raised to date. This summer we will move to the public phase. Our goal is \$10 million.
3. Outstanding Alumni Event: Friday, April 13, 2018, at 6:00 p.m. in Oliver Hall: Mr. Hair announced that invitations to this event were mailed on March 19. Seven individuals will be honored: one from DTI, one from VPI Extension, and five from DCC.

VII. IMPORTANT DATES

- A. SERVICE AWARDS LUNCHEON: MAY 8 AT 12:00 NOON IN OLIVER HALL
- B. GRADUATION: SATURDAY, MAY 12 AT 10:00 A.M. AT AVERETT'S NORTH CAMPUS
- C. NEXT MEETING: June 18, 2018

There being no further business, a motion was made by Mr. Wimbush, seconded by Ms. Jordan, that the meeting be adjourned. The motion passed unanimously, and the meeting adjourned at 7:15 p.m.

Respectfully submitted,

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President

Attachments