

CHANCELLOR'S ADVISORY COUNCIL OF PRESIDENTS

December 3, 2008

James Monroe Building
Godwin-Hamel Board Room, 15th Floor
Richmond, Virginia

PRESENT:

BRCC	Dr. James Perkins
CVCC	Dr. Darrel W. Staat
DSLCC	Dr. Richard R. Teaff
DCC	Dr. B. Carlyle Ramsey
ESCC	Dr. Cheryl Thompson-Stacy
GCC	Dr. David Sam
JSRCC	Dr. Gary Rhodes
JTCC	Dr. Marshall W. Smith
LFCC	Dr. John Capps
MECC	Dr. Terrance E. Suarez
NRCC	Dr. Jack M. Lewis
NVCC	Dr. Robert Templin
PHCC	Dr. Max F. Wingett
PDCCC	Dr. Douglas Boyce
PVCC	Dr. Frank Friedman
RCC	Dr. Elizabeth Crowther
SSVCC	Dr. John J. Cavan
SWVCC	Dr. Mark Estep
TNCC	Dr. Deborah Fontaine for Dr. Alvin Schexnider
TCC	Dr. Deborah DiCroce
VHCC	Dr. F. David Wilkin
VWCC	Dr. Robert H. Sandel
WCC	Dr. Charlie White

SYSTEM OFFICE STAFF PRESENT:

Dr. Glenn DuBois	Dr. Monty Sullivan
Ms. Marlene Mondziel	Ms. Karen Petersen
Dr. Jennifer Gentry	Mr. Peter Blake
Dr. Joy Hatch	Mr. John Brilliant
Dr. Christopher Lee	Ms. Ellen Davenport
Dr. Susan Wood	Ms. Jennifer Allman
Mr. Jeff Kraus	Ms. Marian Hassell
Dr. Donna Jovanovich	Ms. Donna Swiney
Dr. Inez Farrell	Dr. Marcia Harrington
Dr. Craig Herndon	Ms. Nan Ottenritter
Mr. Ed Watson	Dr. Gretchen Schmidt
Ms. Donna VanCleave	Ms. Rita Woltz

A. CHANCELLOR'S REPORT

1. Student Success Snapshot #5: Balancing the Mission – A 5-year historical perspective on Career and Technical Education

While the number of transfer awards has increased over the last five years, the number of CTE awards has remained flat. Dr. Monty Sullivan reviewed graduation, enrollment and persistence data in transfer and CTE areas. Persistence data includes completers because they were a success. It is important to balance the mission and support programs that have direct links to the workplace.

2. Strategic Planning Update

Dr. Sandel gave an update on the strategic planning process. He stated that it is going very well and there is great dialogue. At the suggestion of the two student committee members, an all-student email blast was sent out. Over 1100 responses have been received. We are listening to students and getting them involved. The Chancellor just finished the last listening tour in Southwest Virginia. This afternoon through tomorrow there will be a second face-to-face meeting with the committee. This will be a critical meeting as we want to do a preliminary draft. We need the Presidents and State Board for Community Colleges involved in looking at the preliminary draft. The preliminary draft will be out for review in February. Dr. Sandel thanked the presidents for allowing people to participate. A significant amount of time has been built into the process for the presidents as a group to discuss this. A calendar is being developed that will guide the vetting process.

3. Suggested Dates for ACOP 2009-2010

Virginia Crossings is being considered for the August Chancellor's Retreat/ACOP meeting. The August date is the first week the faculty is back on campus and therefore is not a good date. This date will be looked at and another date will be sent to the presidents.

4. Legislative Reception, January 20, 2009, Old City Hall, Richmond, VA
(Date changed to February 3, 2009)

The legislative reception has been changed to February 3, 2009 due to President-Elect Obama's inauguration. The location will remain the same.

5. New Horizons Conference, April 1, 2, and 3, 2008, Hotel Roanoke & Conference Center, Roanoke, VA

The New Horizons conference is planned for April, 2009 in Roanoke.

B. INFORMATION TECHNOLOGY COMMITTEE – Dr. Terrance E. Suarez, Chair

Action Items

None

Information Items

None

C. PUBLIC AND GOVERNMENTAL RELATIONS – Dr. F. David Wilkin, Chair

Action Item

None

Information Items

1. Finalize Community College Message

This item has been changed to an action item.

At the October meeting of ACOP, presidents were presented with a 2009 General Assembly communications plan. There are three talking points: affordability, access, workforce training and jobs. A suggestion was made to remove the last sentence from the paragraph on “affordability”. It was recommended that conversations with key staff focus on dollar amounts of tuition rather than percentages. It would be helpful to have a companion piece to this message on statistics and why it is important. It would also be helpful to have cards with information to hand out. The Chancellor suggested that presidents have carefully selected students limit their remarks to what the community college has meant for them. Their stories should be personalized.

The Advisory Council of Presidents unanimously approved the recommendation as amended.

2. Update on State Budget

There has not been talk of additional cuts for this year. However, budget cuts for next fiscal year are being anticipated.

The Chancellor will be reaching out to business leaders in several areas who have a good partnership with the community colleges. Over the last two years, over 80 percent of the increased enrollment is with Virginia’s Community Colleges.

3. Reports from Presidents Re: Legislative Activity

Several presidents shared their experiences regarding their meetings with legislators and the responses about budget decisions affecting community colleges. On December 17, the new budget cuts will be unveiled. Donna VanCleave and Karen Petersen will sort through the budget and have information ready to share with the presidents by December 18.

4. VCCS Legislation

- a. Foster Care Tuition Grant
- b. Scholarship Match

The VCCS is pursuing two legislative initiatives. Both the Foster Care Tuition Grant and the Scholarship Match are moving forward.

- c. Transfer Grant

The Secretary of Education requested that the VCCS prepare amendments and budget proposals to amend the current Transfer Grant legislation. The changes were supported by SCHEV and submitted by the VCCS. Changes include raising the base award and removing the stipulation that only students majoring in Science, Technology, Engineering, Math or Nursing programs can receive the maximum award.

5. Schedule for Daily Community College Visits

Dates have been updated and also reflect the date change for the legislative reception.

D. BUDGET AND FINANCE COMMITTEE – Dr. Richard R. Teaff, Chair

Action Item

1. ADA Implementation Plan

Total handicap accessibility within the VCCS will have to be achieved in phases. Phase I will implement system-wide improvements relating to access and entry to facilities frequented by students on a regular basis. Future phases will be determined as additional funding becomes available. This plan was endorsed by the Vice Presidents of Administration and Finance and this committee.

It is recommended that the Advisory Council of Presidents approve the ADA Implementation Plan as submitted.

The Advisory Council of Presidents unanimously approved the recommendation.

Information Items

1. Capital Implementation Process Changes Approved in 2008 Special Session Bond Bill

As part of the capital outlay bond package approved in the 2008 Special Session, a new process will be established for capital outlay planning and implementation. The revised process emphasizes a strong six-year planning process and better project budget estimating before funds are released for construction. There is now an advisory committee called the “Six Pack” with representatives from the Departments of General Services and Planning and Budget, the Secretary of Finance, SCHEV, and General Assembly money committee staff directors. The Six Pack will make recommendations to the governor and General Assembly on the six- year plan and authorize release of funding for construction. Agencies may request authority to use non general funds to preplan projects included in the approved six-year plan. There is no specific line item appropriation for most projects approved in the 2008 capital outlay bond package as all projects are in a lump sum appropriation.

2. Green Report

The Green Report was created for CFAC and shows what campuses are doing to go green.

3. Budget Reduction Guidelines

The State Board is interested in knowing where colleges are proposing to make budget cuts and in providing guidance to them in that regard. A chart showing where the cuts were proposed as well as a draft outline of proposed budget reduction guidance was shared with the Committee. An updated draft was shared at the full ACOP meeting and presidents were asked for their further suggestions. The final documents will be taken back to the next State Board meeting.

E. ACADEMIC, STUDENT AFFAIRS, AND WORKFORCE DEVELOPMENT COMMITTEE – Dr. Charlie White, Chair

Action Items

1. Proposed Addition to VCCS Policy Manual Section 5.1.5—Reissuance of Diplomas (SB)

In April 2008, ACOP approved a policy statement granting colleges the authority to reissue diplomas. *Policy Manual* Section 5.1.5.1 was developed and approved by ASAC at its September 2008 meeting. The suggested addition was tabled at the October 2008 ACOP meeting pending the review of System Counsel. Ms. Rita Woltz’s suggested revisions have been incorporated.

It is recommended that the Advisory Council of Presidents approve the addition to *Policy Manual* Section 5.1.5.

The Advisory Council of Presidents unanimously approved the recommendation.

2. Proposed Revision to VCCS Policy Manual Section 6.0.1—General Admission to the VCCS Colleges (SB)

Questions were raised about dual-enrollment and home schooled students versus all students. This item will be tabled for next meeting with this change.

3. Approval of the VCCS Position Statement on Required Documentation of a Disability in the VCCS, including Proposed Changes to VCCS Policy Manual Sections regarding Students with Disabilities: 5.6.5.0.1 and 6.0.3 (requires re-numbering of sections)

A task force was formed to discuss documentation required of students with disabilities as a result of the recent adoption of the Summary of Performance (SOPs) by the K-12 system. VCCS colleges recommended against acceptance of the SOP as a source documentation to provide services to students with disabilities since SOP's are more about how the student feels he is doing, and how the teacher feels he is doing, rather than being based upon an evaluation of the student by a qualified professional using adult norms.

It is recommended that the Advisory Council of Presidents approve the revision to *Policy Manual* Section 5.6.5.0.1 and a new section to follow 6.0.3.

The Advisory Council of Presidents unanimously approved the recommendation.

4. Proposed Change to VCCS Policy Manual Section 6.4.0.3—Orientation/Student Development (C)

This item was tabled.

5. Financial Aid State Funds—Allocation Model Recommendation from Financial Aid Workgroup and ASAC

This item was changed to an information item.

State financial aid allocations for Virginia's community colleges have been dispersed from SCHEV to the VCCS using the same allocation model applied to all institutions of higher education. This model is the Remaining Need Model. The VCCS in turn applied a very similar model in dispersing the funds to individual colleges. Over time, financial aid administrators and SCHEV staff have recognized some inequities in the model. A recommendation was made to begin using the Partnership Model as a means of distributing state financial aid to all institutions.

The Straight Need model is going to consider the total need that an institution drives. It does factor in scholarship money and EFC. The Remaining Need Model kept just tuition and fees and not living expenses. There was much discussion on the different types of models and how they relate to the colleges. Presidents were asked to speak with their academic staff on this item. A definition of need does not take into account living expenses.

Dr. Sullivan stated that more information will be coming out in the next few days. He will provide a follow up email to include definitions and a spreadsheet with basic data on allocation.

This item will be brought back at a future meeting for further discussion.

Information Items

1. Update on VCCS Student Leadership Conference and Future Co-Sponsorship

A total of 425 participants attended the conference and had a great time. The results have been positive. Sponsors have been selected for 2009-2011. A team innovation and service awards has been instituted. There were eleven submissions this year with three awards: BRCC, JTCC, and PVCC.

2. CEED Grant Awards 2008-09

This is the second year of awards. The 2008-09 CEED Grant Proposals were awarded on November 12, 2008. There were 18 proposals submitted by the colleges that covered a wide variety of content areas and new methods of collaboration. There were three tracks including academic and workforce programs.

3. New Process for Identifying Peer Groups

There was a need to define what a peer group is. All of the information needed to apply for peer group status within the VCCS can be found on the VCCS Professional Development website. The process invites all current and prospective groups to apply for support for their peer group meetings. All who want to be recognized as a peer group must apply. Ms. Nan Ottenritter explained the changes and encouraged applications from faculty.

4. Annual VCCS Nursing Report

The annual Nursing report was an outcome of the Chancellor's Task Force on Nursing recommendations. This is the first report in the submission process and will serve as a baseline for future reports.

Monty Sullivan recognized Dr. Lewis for his assistance on this report.

5. Wizard Update

This is a web based tool for students to search. We are making progress with the Wizard and should be ready for beta testing in January. If all things go well then a test group launch will occur in February 2009.

6. Approval of New VCCS Grant Program (38 cents per credit generated per student)

At its May 2008 meeting, the State Board adopted an increase in the VCCS tuition and fee rate schedule which included a set-aside of \$0.38 per credit hour for student financial aid. A small task force was formed to develop the proposed eligibility criteria and guidelines for a new VCCS Grant Program. At its September 2008 meeting, ASAC approved the guideline with one change: *Virginia resident* was changed to *Domiciled in Virginia*.

7. Student Success Snapshot #5 : Balancing the Mission – A 5-year historical perspective on Career and Technical Education

This item was previously discussed in Item 1 of the Chancellor's report.

8. Update on Workforce Noncredit Web Registration

A statewide advisory committee and staff from colleges and the system office have been developing and planning the implementation of an online PeopleSoft registration for noncredit students for the past year. Colleges completed testing and began implementing the new system in November. This should improve service to clients and help students to pay online. Six institutions are now online helping to work out any early bugs. This will also give options that were not available previously.

F. HUMAN RESOURCES – Dr. Frank Friedman, Chair

Action Items

None

Information Items

1. Information Item: Joint Legislative Audit and Review Commission (JLARC)
Report on Commonwealth Employee Compensation October 2008

JLARC was tasked two years ago to assess the State's current compensation system and opportunities to promote the recruitment and retention of a qualified workforce. A draft report was released on October 14, 2008. The report indicated that salaries for state

employees were generally competitive statewide yet less so in the metropolitan areas. Benefits, however, were above average, particularly our retirement and healthcare benefits. There were several recommendations in the report for the legislature to consider, most of which surround balancing the competitiveness of salary as compared to benefits.

2. Budget Related Human Resources Information December 2008

Due to budget reductions announced by Governor Kaine, the VCCS must take appropriate actions to reduce expenditures in its operating budget and plan for future contingencies.

Other Items:

The Chancellor announced that Dr. Monty Sullivan will be going to Eastern Shore Community College as Interim President. He will also remain as Vice Chancellor. There will be a search for a President at Eastern Shore. The Chancellor thanked John Capps for doing a great job at Lord Fairfax Community College.

The Chancellor discussed the federal earmarks for 2010. We still have some proposals from last year that can be resubmitted for this year. In January, the Chancellor plans to meet with Patton Boggs to discuss these earmarks.

**12 Noon
Adjournment**