



**DABNEY S. LANCASTER
COMMUNITY COLLEGE**

***Local Board Meeting
Minutes Number 258***

The Dabney S. Lancaster Community College Board held its regularly scheduled meeting on Monday, June 6, 2016 at the Backels Hall Conference Room.

The following members were present:

Ms. Margaret Burks	City of Covington
Reverend Bill Hartsfield	Alleghany County
Mr. Eddie Graham	Alleghany County
Mr. Steve Douty	City of Buena Vista
Mr. Dan Collins	Botetourt County

The following members were absent:

Ms. Ramona Garcia	Bath County
Mr. Kyle Keyser	City of Covington
Dr. Glenn Sullivan	City of Lexington
Mr. Bob Claytor	Rockbridge County
Ms. Laura Hoofnagle	Rockbridge County

Members of the College administration/staff in attendance were:

Dr. John J. Rainone	President
Gail Johnson	Recording Secretary

Since there was no quorum; no official votes were taken. All action was moved to the September Board meeting.

During dinner DSLCC President John Rainone reviewed the results of a Board survey. Several comments were made:

1. There was agreement that the Board being able to interact with the members of the DSLCC Educational Foundation Board was very positive and hopes are that this will continue.
2. It was suggested that at the first meeting of each academic year, the members of the College's executive leadership team would be invited to meet with Board members for introductions to learn more about the role of each individual at the College
3. The members like getting electronic agendas and information for each upcoming meeting about a week before the meeting so they can review the documents and be more prepared for discussion.

4. It was noted that Monday evenings are good for future meetings and at least one will be held at the Rockbridge Regional Center.

In summary, the Board members did not suggest any major changes to the way in which Dr. Rainone held meetings and thus the same format will be used moving forward.

1. **CALL TO ORDER.** Board Chair, Mr. Steve Douty, called the meeting to order at 6:15 pm.
2. **MINUTES.** Mr. Eddie Graham asked for a correction that the location was the “DSLCC Rockbridge Regional Center. Those present agreed to recommend approval at the next full Board meeting.
3. **CHAIR’S REPORT.** Mr. Douty, Chair, asked that an “executive session” be added to the agenda.

4. **PRESIDENT’S REPORT**

a. *Review of Annual Goals.* Dr. Rainone presented a review of goals which was in the format of a brief PowerPoint presentation. He reviewed an increase of credentials awarded; budget declines that exacerbate lower enrollments; lack of success in securing food service for students; the new schedule format that should be attractive to students; continued "military friendly" status; and the challenge of fulfilling workforce services mandates with no additional staffing.

Areas of focus for the future include: retention, recruitment and restructuring.

A draft copy of Goals for 2016-2017. He highlighted new goals which included: evaluating programs of study in a systematic way and set schedule; making program advisory committees more effective; updated Faculty and Adjunct Faculty Handbooks; and development of a Procedures Manual that will reflect DSLCC procedures for following VCCS policies.

b. *Major Gifts Campaign Update.* The Major Gifts Campaign has exceeded the goal of 3.5 million dollars. It is anticipated that the final amount for the campaign will exceed 4 million dollars.

The Campaign celebration is planned for Wednesday, June 29 on the main campus.

- c. *Personnel Report/Staffing Update.*** Dr. Rainone went over the new hires and future positions. He advised the Board that the personnel report was in their folder.
- d. *Pathways 2021 Strategic Plan Updates*** – Dr. Rainone presented five modifications to the Strategic Plan for approval. The changes will be presented to the next full Board meeting.
- e. *Educational Foundation Board Liaisons*** - Dr. Rainone asked that two Board members serve as liaisons with the Educational Board. Ms. Ramona Garcia had indicated that she would like to continue as a representative. Mr. Graham expressed interest in serving. The recommendations will be presented at the next full Board meeting.
- f. *Parking Plan*** – The 2016-18 Biennium Auxiliary Reserve Plan for College Parking Facilities was presented. The recommendations will be presented at the next full Board meeting.
- g. *Financial Write-Offs*** – The semi-annual financial write-offs were presented in the amount of \$8,872.92. Recommendation for approval will be presented at the next full Board meeting.
- h. *Student Activities Budget*** – The annual Student Activities Budget semi-annual financial write-offs were presented in the amount of \$8,872.92. Recommendation for approval will be presented at the next full Board meeting.
- i. *DSLCC In The News.*** The Board was emailed a digital copy of *DSLCC In The News.*
- j. *Upcoming Events.*** The upcoming events are listed at the bottom of the agenda.

5. SPECIAL RECOGNITION

Chair Steve Douty concluded the committee meeting with some special recognitions. First, he recognized the years of service that Kathy Smestad gave the College and suggested a written commendation that would be framed and presented to her in the Fall. It was unanimous that this be carried out.

Secondly, he recognized the faithful service of Ms. Margaret Burks whose term expires. She was encouraged to consider serving the College again sometime in the future.

Notes on the committee meeting were taken by Gail Johnson, Assistant to the President, until such time as a new individual is selected to serve as Dr. Rainone's new executive assistant.

EXECUTIVE SESSION – Mr. Steve Douty adjourned to executive session. The Board adjourned to executive session at 7:15 pm for the purpose of discussing personnel issues.

The Board returned to regular session at 7:39 pm. Everyone concurred that only personnel issues were discussed.

6. ADJOURNMENT – There being no further business, Mr. Steve Douty adjourned the meeting.

The meeting was adjourned at 7:40 pm.

Mr. Steve Douty
Chair of the Board

Dr. John J. Rainone
Secretary to the Board

Attachments: Minutes #257; June 2016 Board/Committee Meeting Agenda; Personnel Report; Changes to Pathways 2021: DSLCC Strategic Plan; 2016-18 Biennium Auxiliary Reserve Plan for College Parking Facilities; 2016-17 Student Activities Budget; Tuition Write-Off Request; Draft Results of 2015-16 President's Goals; Draft Goals for 2016-17 President's Goals; Local Board Survey Results