The Dabney S. Lancaster Community College Board held its regularly scheduled meeting on Monday, September 16, 2013 in the Karin Ellis Board Room in Backels Hall.

The following members were present:

- Ms. Janet Nelson  Alleghany County
- Mr. Eddie Graham  Alleghany County
- Ms. Ramona Garcia  Bath County
- Mr. Dan Collins  Botetourt County
- Mr. Steve Douty  City of Buena Vista
- Ms. Margaret Burks  City of Covington
- Mr. Kyle Keyser  City of Covington
- Mr. Lawrence Goodall  City of Lexington
- Mr. Bob Claytor  Rockbridge County

The following member was absent:

- Ms. Laura Hoofnagle  Rockbridge County

Members of the College administration/staff in attendance were:

- Dr. John J. Rainone  President
- Dr. Chris Orem  Director of Institutional Effectiveness
- Kathy Smestad  Recording Secretary

1. **Call to Order** - Board Chair, Mr. Dan Collins, called the meeting to order at 6:30 p.m.

2. **Approval of Minutes** – Mr. Steve Douty made a motion to approve the minutes of the April 8, 2013 meeting. Ms. Ramona Garcia seconded the motion. All were in favor, and the motion carried.

3. **President’s Report**

   a. **Welcome Dr. Chris Orem – Director of Institutional Effectiveness**

      i. **SACS Reaffirmation – November 11 – 14**

      Dr. Orem gave the Board an overview of the upcoming SACS Accreditation team visit to the College.
ii. **Quality Enhancement Plan (QEP)**

Dr. Orem showed the Board a PowerPoint presentation of the Quality Enhancement Plan (QEP) *WRITE NOW for the Road Ahead*. Dr. Orem requested that the Board endorse the QEP.

Mr. Bob Claytor made the following motion:

**THAT THE BOARD ENDORSE THE QEP (WRITE NOW FOR THE ROAD AHEAD) AS PRESENTED.**

Mr. Kyle Keyser seconded the motion. All were in favor and the motion carried.

iii. **Mission Reaffirmation**

Dr. Orem presented the DSLCC Mission Statement to Board. Dr. Orem requested the Board reaffirm the mission statement.

Mr. Steve Douty made the following motion:

**THAT THE BOARD REAFFIRM THE MISSION STATEMENT FOR DSLCC.**

Mr. Bob Claytor seconded the motion. All were in favor and the motion carried.

b. **General Comments** – Dr. Rainone welcomed the Board members and thanked them for their service. He's been out meeting many members of the community and has been hearing very good things of DSLCC.

c. **Enrollment Update** – Summer enrollment was down 23 percent. The decrease is due largely to the reallocation of Federal Financial Aid for the summer semester. System wide enrollment was down 17 percent.

Fall enrollment is currently down 3 percent. System wide enrollment is down 6 percent. All the dual enrollment classes have not been registered. There will also be some late starting classes.

d. **Community Forums** – The Board had a list of the up-coming Community Forums. The twelve forums are scheduled to meet community members and find out the needs of the community and how DSLCC can partner to help the communities. Summary notes of each form will be on the DSLCC web site.

e. **VCCS listening Tours for New Strategic Plan** - Dr. Rainone advised the Board that Chancellor DuBois will be conducting a series of eight “Listening Tours” around Virginia. The VCCS is developing the new Five-Year Strategic Plan that will begin in 2016. Dr. Rainone encouraged the Board to attend one of the sessions.
f. **Joint Meeting with DSLCC Educational Foundation – December 10 at 6:00 pm** – The DSLCC Education Foundation is hosting a dinner for the Foundation and the Local Board. It will be an informal session so the two boards can meet and discuss how they can work together to support the mission of the college.

g. **Canopy Renovation – Backels Hall** - There is state money for the construction of a new canopy on the front of Backels Hall. The work should start in November and be completed by the December board meeting. The canopy will be designed to match the front of the library.

h. **Rockbridge Regional Center Update** – Three cars in the parking lot were broke into during the morning last week while classes were in session. DSLCC will be purchasing a server out of their technology funds so that cameras can be installed at the Center.

Pending General Assembly approval, DSLCC will be allocated $150,000 to do a feasibility study on the expansion of the Rockbridge Regional Center.

i. **Personnel Report** – Dr. Rainone went over the Personnel Report with the Board.

j. **DSLCC In The News** – The Board had a copy of *DSLCC In The News* in their packet.

k. **Upcoming Events** – The upcoming events are listed on the agenda.

4. **Committee Report**

   a. **Audit, Budget and Finance Committee** – Committee Chair, Mr. Bob Claytor, presented one action items to the Board.

   Mr. Claytor presented the Local Funds Financial Statements for Year Ended June 30, 2013. Mr. Claytor reviewed the financial statements with the Board.

   On behalf of the committee, Mr. Claytor made the following motion:

   **THAT THE BOARD ACCEPT THE REPORT ON LOCAL FUNDS FINANCIAL STATEMENTS FOR YEAR ENDED JUNE 30, 2013 AS SUBMITTED.**

   All were in favor and the motion was accepted.
Executive Session – Mr. Steve Douty made a motion to adjourn to executive session. Ms. Janet Nelson seconded the motion and all were in favor. The Board adjourned to executive session at 7:55 pm for the purpose of discussing personnel issues.

The Board returned to regular session at 8:45 pm. Everyone concurred that only personnel issues were discussed.

Mr. Steve Douty made the following Motion:

THAT THE PRESIDENT WORK WITH THE DSLCC EDUCATIONAL FOUNDATION TO ORGANIZE THE FOUNDATION IN A MANNER THAT MORE CLOSELY RESEMBLES OTHER VIRGINIA COMMUNITY COLLEGE FOUNDATIONS AND ENHANCES THE INSTITUTIONAL ADVANCEMENT OF THE COLLEGE.

Mr. Kyle Keyser seconded the motion. All were in favor and the motion carried.

5. Adjournment - There being no further business, Mr. Lawrence Goodall made a motion to adjourn. Ms. Ramona Garcia seconded the motion. All were in favor, and the motion carried.

The meeting was adjourned at 8:50 p.m.

Mr. Robert R. Collins
Board Chair

Dr. John J Rainone
Secretary to the Board

Attachments: Approved Minutes #246; Board/Committee Meeting Agenda; Personnel Report; Financial Statements for Local Funds for Year Ended June 30, 2013