

MINUTES NO. 3

THOMAS NELSON COMMUNITY COLLEGE ADVISORY BOARD

May 23, 1967

A meeting of the Advisory Board for the Thomas Nelson Community College was held Tuesday, May 23, 1967, at 7:30 p. m. in the Council Chamber of Hampton City Hall, Hampton, Virginia.

Members present were: Mr. T. Melvin Butler, Chairman, Dr. Edward P. Alexander, Mr. L. Felix Bledsoe, Jr., Mr. Harry J. Kostell, Dr. Thomas M. Law, Col. A. F. Penzold, Jr., Dr. Jess P. Miller, and Mr. Robert B. Smith.

Others present were: Mr. C. E. Johnson, City Manager of Hampton, Mr. Eugene Groshong, Architect, and Dr. Fred Wellman, Associate Director of the State Department of Community Colleges.

The minutes of the last meeting were read and approved. The meeting then proceeded as follows in accordance with the agenda circularized by the Chairman:

City Manager C. E. Johnson outlined the progress relative to obtaining the necessary acreage for the school. Mr. Johnson pointed out that the city recently completed transfer of a deed on approximately fifty (50) acres of land and conveyed it to the state. He said they will acquire another parcel of land containing approximately forty (40) acres and several other parcels very shortly to bring the total acreage to approximately one hundred acres.

Mr. Johnson said that the land would cost about \$200,000.00. He set the off-site work such as utilities, parking lots, and access roads at another \$250,000, all of which to be paid for by the city.

He further commented that whereas the access to the site would not be good for some time, eventually in addition to the Big Bethel Road access, access will be from Magruder Boulevard, Interstate 64, Old Mallory Road and Butler Farm Road will extend to tie into Harpersville Road in Newport News. This means that access will be available from any direction on the Peninsula.

Mr. Johnson advised that the speed with which the proposed access roads are constructed will depend upon the action of the Federal and State Governments as well as the City of Hampton in that the costs will be shared. However, he assured the Board that the city would act with dispatch in its efforts on the project.

Mr. Eugene Groshong, Architect, representing Forrest Coile and Associates, Newport News, Virginia reported on the status of the plans. He stated that the plans were virtually complete and were being reviewed by state engineers. The plans will be reviewed shortly by the U. S. Department of Health Education and Welfare, after which they would be in position to go for bids. He anticipated early June.

Further, Mr. Groshong indicated that the building and site preparations are expected to cost \$1,330,000. Equipment for the building will cost \$465,000 for a total cost of approximately \$1,780,000. He pointed out that after the construction contracts are let the contractor

will have one year to complete the college buildings and other construction.

Dr. Fred Wellman, Associate Director of the State Department of Community Colleges, who appeared in the absence of Dr Hamel, reported on the activities of the State Department of Community Colleges as related to the college to be located here. He said that the personnel committee of the Board of Directors of the Community College System would meet June 3 to select candidates for three positions open in the state for college presidents and that the Advisory Board would receive data on at least three candidates selected within a few days after the June 3 meeting. It was agreed that the Advisory Board would review these data and take the necessary steps for selection of the president at its next meeting.

Dr. Wellman circularized the following information:

1. Minutes of Thomas Nelson Community College Advisory Board Meeting of April 20, 1967
2. Benefits for Employees in the Virginia Community College System
3. Faculty Loads in the Virginia Community College System Salary
4. Virginia Community College System (The Master Plan)
5. Responsibilities of a President in the Virginia Community College System
6. Responsibilities, Qualifications, and Procedures for Selection of a President in the Virginia Community College System
7. Organizational Chart and Administrative Salaries for the Colleges in the Virginia Community College System

8. Criteria for Appointment and Promotion in Faculty Rank and for the Determination of Salary

Dr. Wellman led the Board in a brief dialogue relative to its responsibility in determining the needs for various special courses in the College and consideration of the curriculum prepared by the State.

The Chairman recognized Mr. Daniel M. Phillips, Jr., President of the Thomas Nelson Junior Chapter of the Sons of the American Revolution and his colleagues who were present for the purpose of presenting a scholarship and a donation to the Community College named in honor of Thomas Nelson. The presentation was made by Mr. Daniel Phillips, Jr. and Mr. E. Phillips, Sr. who read a letter from the organization outlining the conditions of the scholarship which is to be made annually to the extent of full tuition for one student. No conditions were placed on the donation.

The Chairman indicated that this was an historic occasion in that this represented the first scholarship and donation to the College. He thanked the group in behalf of the Board and on motion, it was passed unanimously that the scholarship and the donation be gratefully accepted.

The Chairman called for report from By-Laws Committee at which time Mr. Harry Kostel circularized the recommended By-Laws of the Advisory Board of Thomas Nelson Community College.

The Board read and discussed the articles as presented. With a change in the wording in Article I-1 to spell out the relationship between the Local By-Laws and the Policies, Procedures and Regulations of the