

## MINUTES

### BOARD OF VISITORS

November 17, 1976

During the lunch hour the Board voted to convene for the purpose of hearing the report of the Committee on Development and College Relations. After hearing the report, the members of the Board voted to go into executive session. (See Addendum #1 for report of the executive session.)

The Board of Visitors reconvened at 1:00 P. M. in the Usry Board Room

Mr. Brauer suggested that the committee chairmen submit a written report of their verbal reports to the general meeting of the Board.

The first item of business was approval of the minutes. They were approved as corrected (a copy of the correction was given to each member of the Board, and attached to the original transcription of the minutes.

Mr. Brauer reminded the members of the William and Mary Board meeting on the 19th and 20th of November.

The chairman expressed regret that Mrs. Ann Kilgore resigned from the Board and hope that the Governor will appoint a replacement as soon as possible.

Report of the Executive Committee: (The committee met on Wednesday, November 10.)

The committee discussed the proposed bylaws and recommended the adoption of these bylaws. Mr. Brauer explained the meaning of ex officio and why it had been left out of the bylaws; explained why the number of members constituting a quorum had been left at six--because it so states in the Bill which created the Board.

A motion was made by Mr. Allaun and seconded by Mr. Halliday that the Bylaws be adopted with the stated revisions. The motion was passed.

Report of the Committee on Academic Affairs - Mr. Savage:

Stated that the committee meeting was interesting but there were no items that require action--good deal of orientation in terms of matters that are current with reference to academic affairs; bylaws policies, guidelines that may have meaning in terms of faculty tenure, promotion, leaves, etc. Possible that committee will hear reports from some of the people involved and make recommendations later. The committee discussed ideas concerning the possible appropriate use of such funds which may come to the college through certain fund raising activities--use for instructional

materials, books, etc. Teaching materials in very short supply. The fact that this is a degree granting institution but no graduate level courses was discussed in committee and a suggestion that a need is not being met by this institution. Great many people in this immediate area that need very much and desire very much to take graduate courses. Would have to be part-time students and would rather come here in preference to some place where they would have to be full-time because courses offered only in regular hours. Believe that we should consider this for the future--not graduate "programs" but graduate level "courses."

Mr. Brauer asked if Mr. Savage would like some response from the president. The answer was "yes."

The president responded by saying it might be well to approach this situation with strategy, given the sensitivity of the State Council. It would be better that the college Board of Visitors or staff not approach this but to assess the need in committee so that the request could come from the committee. Any course of action which is taken should be done as a service to the community--might be possible to work with other colleges and universities, perhaps through the Consortium.

#### Committee on Building & Grounds - Mr. Walker

After some preliminary remarks by Mr. Walker pertaining to cost of operation (re: part-time and full-time students, feasibility of using certain off campus facilities) a motion was made by Mr. Creech and seconded by Mr. Allaun that the Board go into executive session (A transcript of the minutes of the executive session is attached to the minutes of the regular session as Addendum #2).

#### Committee on Financial Affairs - Mr. Creech

Discussed the financial statements given to his committee by Mr. Hones. Expenditure to date 37% of budget (last year this date, 34%). Great percentage of budget tied up with salaries. Largest item other than salaries is operation and maintenance of plant. Discussed large number of part-time students in relation to budget--suggested more rigorous discipline in relation to tuition refunds. Discussed matter of classes which start out with the proper number of students to maintain them financially and then, because of drop-outs, gets down to just a few--discussed this in relation to tuition refund discipline.

#### Committee on Student Affairs - Mrs. Passage

The Student Affairs Committee met with Dean Polis in regular session and heard reports from R. Bev Vaughan, Director of Athletics and SGA representatives George Lord and Sam Fairchild. (Mrs. Passage prepared a written report to be attached to the minutes .)



The committee submitted to the Board for consideration a proposal of the SGA representatives as follows:

1. The SGA requests that there be one student representative to "sit-in" on the general meeting of the CNC Board of Visitors and
2. That there be student representatives on each regular committee of the Board of Visitors for input.

After a discussion of this proposal, with reasons pro and con being suggested, a motion was made by Mr. Allaun and seconded by Dr. Fluharty that a student representative, selected by the SGA, be invited to attend the Committee meetings of the Board (other than the Executive Committee). After the vote on the motion (one nay/ Mr. Millner), Mrs. Passage made a motion that there be a reconsideration of the vote. Mr. Allaun seconded and this motion was carried. Mr. Allaun withdrew his original motion and stated that he wanted it to be known that he favored student representation at the Board Committee meetings. After more discussion, the Board decided that it is within the prerogative of the Rector of the Board to invite any student or other person to sit in on any general meeting or committee meeting (Bylaws Article IV, Section 8) and therefore it is not necessary to vote on the subject.

The President gave his report.

There was no old or new business.

A motion was made to adjourn and it was so moved.

Edna Carney

## MINUTES

### BOARD OF VISITORS

#### ADDENDUM

#1

(Executive Session)

During the lunch hour the Board voted to convene for the purpose of hearing the report of the Committee on Development and College Relations.

After voting to go into executive session, the Board passed the following resolution:

That Christopher Newport College conduct its first annual fund drive between the dates of February 15 - March 31, 1977; that the campaign chairman be Mr. Gordon Gentry; that the campaign goal be approximately \$40,000, the final figure to be set by the Executive Committee of the Board of Visitors; that the chairman complete the campaign organization and prepare press releases as appropriate.

Motion made by B. M. Millner; seconded by Hunter Creech. Motion passed.

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#### ADDENDUM

#2

(Executive Session)

(See Building and Grounds Committee Report-Minutes of Regular Session)

Discussed the possibility of entrance road from Warwick Boulevard, new parking lot (400 cars) and road to existing parking facilities. Dr. Windsor showed the members of the Board the plan which the architect has prepared--the new lot would be near the proposed site of the requested new administration building.

Approximate costs: Parking lot \$150,000  
Storm drainage \$22,000  
Total \$172,000  
Entrance Road from Warwick Boulevard \$8,950  
Other road to existing lot \$15,000

Mr. Walker pointed out that it would not be necessary to acquire more land but need the cooperation of the City and he also pointed out that so far no contributions from City of Hampton although we have many students from Hampton. He also pointed out that the new administration building is the item of highest priority on our capital outlay program since it would free space in other buildings for classroom and offices for faculty.

## REPORT

### COMMITTEE ON STUDENT AFFAIRS - By Mary Passage

The Student Affairs Committee met with Dean Polis in regular session and heard reports from R. Bev Vaughan, Director of Athletics and SGA representatives, George Lord and Sam Fairchild.

Mr. Vaughan explained the organization of an intercollegiate sport, how it grows from club to intercollegiate status. Presently the college, through the comprehensive student fee, supports soccer, track, tennis, golf and basketball teams. This year's allocation of \$65,000 provides support for salaries, secretarial help, coaches, equipment, transportation and office supplies.

Christopher Newport College is presently a member of Division Three NCAA.

The newly formed Captain's Crew has been organized primarily to seek support for the athletic program. Mr. Vaughan spoke of three categories on which they will base their efforts: need for improvement of facilities, full-time coaching personnel as opposed to part-time coaches and the emphasis on achieving a competitive status in the current region three division before requesting membership in division two. The two areas in which the program is seeking active support from the Captain's Crew is for the athletic banquet and in transportation.

In the interest of time, the Committee moved on to a report of SGA president, George Lord. Most of his remarks were directed to the relationship of the student fee and allocations to athletic clubs vis-a-vis other clubs that need additional support. George Lord stated that his major concern remains student representation on the Board of Visitors and its Committees. The proposal follows:

1. The SGA requests that there be one student representative to "sit-in" on the general meeting of the Christopher Newport College Board of Visitors, and
2. That there be student representation on each regular committee of the Board of Visitors for input.

Time did not permit Dean Polis to make a report. He invited members of the committee to attend a Student-Faculty meeting at 3:00 P.M. on November 30, 1976, at which time the area of student health services will be discussed.

The meeting of the committee adjourned at 11:00 A.M.



**Attachment: Minutes of the November meeting of the Board of  
Visitors, Christopher Newport College:**

**The members of the Board present at the November  
meeting were:**

**William Allaun  
Harrol Brauer  
Hunter Creech  
David Fluharty  
Stephen Halliday  
B. M. Millner  
Mary Passage  
William Savage  
W. R. Walker**

Board of Visitors

Resolution CN-2

November 19-20, 1976

Enclosure \_\_\_\_\_

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APPOINTMENT OF ASSISTANT TO THE PRESIDENT

Christopher Newport College

For the past six months, the position of Assistant to the President has been filled on an hourly payroll basis. The President of the College requires administrative assistance to insure the effective functioning of his office in the face of increasing demands and responsibilities. Funds were provided for this position in the 1976-78 biennium budget in recognition of the increased work load of the College.

BE IT RESOLVED, That the Board of Visitors approves the establishment at Christopher Newport College of a full-time position entitled Assistant to the President.