

THE VIRGINIA NETWORK
of the American Council on Education
Office of Women in Higher Education
MINUTES: May 29, 2008 Meeting
Hotel Roanoke and Conference Center

A meeting of the Executive Board of The Virginia Network was held Thursday, May 29, 2008 at the Hotel Roanoke and Conference Center in Roanoke with Chair Loretta Siegley (MU) presiding. Others attending included Fran Bradford (W&M), Christine Clark-Talley (GMU), Carolyn Cook (VIMS), Rachel Fowlkes (SWVHE Ctr.), Teresa Gonzalez (JMU), Regenia Hill (ODU), Barbara Howard (VCCS), Pat Hyer (VT), Patsy Joyner (PDCCC), Jeanie Kline (UMW), Ginnie McLaughlin (W&M), Ellen Plummer (VT), Darlene Scott-Scurry (UVA), and Anda Webb (UVA). Those unable to attend included Hortense Hinton (NVCC), Lonnie Schaffer (TCC), Delores Scott (VUU), Maxine Singleton (PDCCC), and new board member Elsie Weatherington (VSU) who had a death in her family.

January Meeting Minutes

The minutes of the January 24, 2008 Executive Board meeting held in Richmond were previously approved via email.

Treasurer's Report

Anda Webb provided a Treasurer's Report indicating a balance of \$6,046.79 in the checking account as of May 29, 2008 and a balance in the Edward Jones Mutual Funds Account of \$16,772.14 as of March 28, 2008.

She noted an outstanding bill for \$2,000 from Virginia Tech yet to pay and a need to watch the Mutual Funds Account, which is down due a drop in the price of shares. She also noted the need to get a replacement signature for the Edward Jones Account from Jeanie Kline (incoming Chair), since Loretta will be leaving the Board—and reported that she has not yet contacted a financial aid advisor, but plans to do that during the summer. She was advised to make a list of questions before making the contact. Plans are under way to consolidate the Network's two accounts.

Senior Leadership Seminar Account

Noting little activity since January, Teresa Gonzalez provided a Financial Report for the Senior Leadership Seminar Account as of April 30, 2008. The report included a beginning balance in July 2007 of \$19,042.43 plus interest from the checking account in the amount of \$33.69 for a total of \$19,066.34 in total revenue. Also included were expenses totaling \$3,640 (\$3,000 in transfer funds and \$640 for registration fees for 06-07), leaving a year-to-date balance of \$15,746.34.

The \$3,000 was transferred to the big account to subsidize the Seminar expenses and keep the account above a certain amount to maintain interest.

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The Senior Leadership Seminar in January had a deficit (albeit small). The number of participants was smaller than usual, and the costs at the Crowne Plaza went up.

The need to raise the fee next year from \$495 to \$545 was endorsed. Jeanie Kline said that while the first year using Virginia Tech conference services was a good experience, identifying activities others can do to minimize costs rather than turning everything over to Tech should be considered. Examples include certificates, notebooks, and paper. Rachel Fowlkes said that in the past, the Chairs' institutions bore the charges.

Ginnie McLaughlin said the Network should outsource whatever it can because the alternative is not sustainable. Fran Bradford suggested taking a look at what is spent for various things associated with the Senior Leadership Seminar, breaking it down by percentages. Jeannie said there are still things that the Network can do, and she recommended coming up with creative ideas for cutting costs. She also noted that Seminar participants dropped from 40+ to 20 and this year is down to 15 (for the last session). She is glad that next year's group of invitees will include 35 participants.

Jeanie Kline reported that she had sent letters to presidents, and Ellen Plummer sent letters to 35 participants; yet only received responses from ten so far. They will follow up. Rachel Fowlkes asked about registrants getting together with the nominating committee to make nomination recommendations (they can still take more). She also said that the Board members need to help solicit nominations from local colleges. Fran Bradford said that she thinks the Board can handle this and there may not be the need for the additional step.

Jeanie said that evaluations following the sessions were good and that the October evaluations were excellent. Comments from the January evaluations indicated the need for structure and praise for the personal stories, development panel, and the homework, which gave participants access to senior administrators. Also noted was the suggestion for "bill" homework, since the General Assembly experience is new to many people. The bill could be followed before getting to the session in Richmond.

Jeanie complimented the great job Fran and Carolyn Cook did in coordinating the legislative activity. Carolyn noted the need for an overview first at the hotel before going to the General Assembly, and Ellen noted the need for resource people to help, since it is such a busy season for both Fran and Carolyn—adding that participants should not be sent out on their own. Providing committee agenda information ahead of time would also be helpful in making this activity more meaningful.

Pat Hyer pointed out the need to find a room to start at 1-2 pm to facilitate meeting at Crowne Plaza, etc., stating that budgeting time is important to get participants three ahead of time to register or store their luggage.

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Chris Clark-Talley, Lonnie Schaffer, and Ellen Plummer will be heading up the Senior Leadership Seminar for next year.

WEVHE

Ginnie McLaughlin provided a Summary Report on the November 2007 WEVHE event, which was very positive. Participants lauded the networking, spirit of candor and support, incredible women, wonderful role models, professionalism of the event, dinner at the President's home, time to mingle and talk in depth, hearing how women leaders handle a range of challenges, learning from women who show strength and dedication to their work, coordination of topics around a well-defined theme, and presentation on all-women colleges.

She reminded the Board that a small group would be meeting in the afternoon and welcomed suggestions and themes for the 2008 WEVHE event, scheduled to be hosted by Virginia Union President Belinda Anderson, November 7-9. She also asked about considering a nominal charge the next time: perhaps \$50 to \$100. The Board agreed that charging \$100 to \$125 would be appropriate for this event.

Several suggestions were made for presenters, which included the presidents of Norfolk State University and Radford University and asking Dr. Cormier, Longwood President and VANET liaison to provide a session on accountability.

Fran Bradford agreed to contact Radford's President Penny Kyle. Topics could include advocacy, tuition, endowments.

It was noted that there are three new female university presidents, at Mary Washington, Averett, and Shenandoah. There are also new female provosts at Old Dominion and Marymount.

Newsletter

Fran Bradford asked whether or not the newsletter should be produced twice a year and discussed a content schedule. It was decided to continue with twice a year: fall and spring.

Suggested content included articles on women's issues, the NSF grant--if awarded (Pat Hyer), WEVHE (Ginnie McLaughlin), New Appointments, Book Reviews (early October), Senior Leadership Seminar, (Ellen Plummer), State Conference Summary (Rachel Fowlkes), Chair, and New Presidents. Fran will be in touch as she plans for the next issue.

Notebook Updates

The suggestion for an update message login option for board members to use to obtain pertinent information (but not published), which would include financial reports, etc., was made by Anda Webb. This matter will be followed up and addressed at the next board meeting.

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State Conference

The board discussed details for the State Conference scheduled for the next day at the Hotel Roanoke Conference Center.

Scholarship Announcement

Pat Hyer announced a VANET-sponsored scholarship named for Norrine Bailey Spencer in recognition her 20 years of outstanding service on the board. This will be presented at the Thursday dinner as a surprise for Norrine.

For the time being, the annual scholarship award will be \$545 to one recipient, to be used as a tuition waiver and/or travel allowance for participation in the Senior Leadership Seminar. It will continue annually for five years, at which time it will be revisited regarding parameters for naming, etc.

NSF Grant

Pat Hyer reported that there is no news yet regarding the submitted NSF Grant.

Gifts

Teresa Gonzalez gave an update on gifts inventory, which includes pens, books, vases, Breaking the Glass Ceiling pins, etc. Several book titles were recommended: The Little Big Minds by Marietta McCarthy suggested by Barbara Howard and Her Story: A Time Line of the Women Who Changed America, suggested by Pay Hyer. Ginnie McLaughlin recommended keeping vases available for presidents.

Board Membership

It was reported that six members would be going off the board: Loretta Seigley, Donna Brodd, Rachel Fowlkes, Hortense Hinton, Delores Scott, and Maxine Singleton. In addition, Barbara Howard may be moving out of state. A discussion was held regarding women to invite as new board replacements, taking into consideration diversity.

With no further business, the meeting was adjourned. The next meeting will be held on October 22 (a night board meeting) at James Madison University in Harrisonburg.

Patsy Joyner, Secretary
The Virginia Network