

**AGENDA
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**Southwest Virginia Higher Education Center
Board of Trustees
December 5, 2001
3:00 P.M.**

I.	Welcome & Introductions	Joe Johnson	
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	a. Minutes – May 22, 2001		
IV.	Nominating Committee	Debbie Kilgore/Phillip Puckett/ George Culbertson	
V.	Budget Report	Christine Fields	Tab 2
	a. FY01 Year End Budget Report		
	b. FY02 Year to Date Budget Report		
VI.	Facility Report		
	a. Building & Grounds Report	Eddie Sproles	
	b. Window Curtain Wall Update	Ken Smith	
VII.	Executive Director’s Report	Rachel Fowlkes	Tab 3
VIII.	Equipment Trust Fund Report	Phyllis Palmerio	
IX.	Tobacco Tuition Assistance Report	Angela McNutt	Tab 4
X.	Special Events & Marketing Report	Deborah Bourne	Tab 5
XI.	College & University Reports		Tab 6
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	b. Emory & Henry College	Paul Blaney	
	c. Old Dominion University	Penny McCallum	
	d. Radford University	Jill Smeltzer	
	e. University of Virginia	Carl Clarke	
	f. University of Virginia’s College at Wise	Elizabeth Lowe	
	g. Virginia Tech	Susan Jackson	
XII.	Appendices		Tab 7
	a. New Road Site Plan		
	b. Board Members Mailing List Update		
	c. 2002-04 Information Technology Strategic Plan		
	d. Recent Articles in local newspapers		
	e. Improving Your Life By Degrees		