

**AGENDA  
&  
TABLE OF CONTENTS**

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

<b>I.</b>	<b>Welcome &amp; Introductions</b>	<b>Joe Johnson</b>	
<b>II.</b>	<b>Public Comments</b>		
<b>III.</b>	<b>Approval of Minutes</b>	<b>Richard Settle</b>	<b>Tab 1</b>
	a. Minutes – May 22, 2001		
<b>IV.</b>	<b>Nominating Committee</b>	<b>Debbie Kilgore/Phillip Puckett/ George Culbertson</b>	
<b>V.</b>	<b>Budget Report</b>	<b>Christine Fields</b>	<b>Tab 2</b>
	a. FY01 Year End Budget Report		
	b. FY02 Year to Date Budget Report		
<b>VI.</b>	<b>Facility Report</b>		
	a. Building & Grounds Report	<b>Eddie Sproles</b>	
	b. Window Curtain Wall Update	<b>Ken Smith</b>	
<b>VII.</b>	<b>Executive Director’s Report</b>	<b>Rachel Fowlkes</b>	<b>Tab 3</b>
<b>VIII.</b>	<b>Equipment Trust Fund Report</b>	<b>Phyllis Palmerio</b>	
<b>IX.</b>	<b>Tobacco Tuition Assistance Report</b>	<b>Angela McNutt</b>	<b>Tab 4</b>
<b>X.</b>	<b>Special Events &amp; Marketing Report</b>	<b>Deborah Bourne</b>	<b>Tab 5</b>
<b>XI.</b>	<b>College &amp; University Reports</b>		<b>Tab 6</b>
	a. Fall Enrollment Report	<b>Rachel Fowlkes</b>	
	b. Emory & Henry College	<b>Paul Blaney</b>	
	c. Old Dominion University	<b>Penny McCallum</b>	
	d. Radford University	<b>Jill Smeltzer</b>	
	e. University of Virginia	<b>Carl Clarke</b>	
	f. University of Virginia’s College at Wise	<b>Elizabeth Lowe</b>	
	g. Virginia Tech	<b>Susan Jackson</b>	
<b>XII.</b>	<b>Appendices</b>		<b>Tab 7</b>
	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		