

AGENDA


MOUNTAIN EMPIRE COMMUNITY COLLEGE

BOARD MEETING

TUESDAY, November 17, 2015

4:30 p.m.

Kline Foundation Boardroom

- I. Welcome and Call to Order – Mr. Rex McCarty, Chair
- II. Approval of September 22, 2015 Minutes
- III. Administrative Reports
 - A. Chair – Mr. Rex McCarty
 - 1. Recognition of Guests and New Board Member (Carolyn Dishner)
 - 2. Holiday Luncheon – December 3rd from 11:30 a.m. to 1:30 p.m.
 - 3. Conflict of Interest Reports – Due by December 15, 2015
 - 4. Legislative Visits – (Dates to be announced)
 - B. President's Report – Dr. Scott Hamilton
 - C. Foundation Report – Ms. Donna Stanley
 - D. President's Staff Reports
 - 1. Academic and Student Services – Dr. Vickie Ratliff
 - 2. Financial and Administrative Services – Mr. Ron Vicars
 - 3. Institutional Advancement – Ms. Donna Stanley
- IV. Committee Reports
 - A. Executive Committee
 - B. Finance and Facilities Committee
 - C. Curriculum and Student Affairs Committee
- V. Old/New Business
 -  MECC Foundation Campus Facility Naming Policy and Procedure System
- VI. College Feature – Bryce Shuler (Tour of MECC's Solar Trailer)
- VII. Public Comments/Other
- VIII. Next Meeting Date – Tuesday, January 19, 2016
- IX. Adjournment -



Mountain Empire Community College

ADVISORY BOARD

Tuesday, November 17, 2015 at 4:30 p.m.

Kline Foundation Boardroom

Board Attendance

SCOTT COUNTY

Carolyn Dishner - Yes
Bob Etherton - Yes
Adrienne Hood - No
Rex McCarty - No

WISE COUNTY

Alane Lovern - Yes
Bonnie Elosser - Yes
Bobby Tuck - Yes
Teresa Adkins - Yes
Dennis Sturgill - Yes

LEE COUNTY

Vickie Brown - No
Gail Elliott - Yes
Mary Ruth Laster - Yes
David Graham - Yes

CITY OF NORTON

Robert Isaac - Yes

DICKENSON COUNTY

Burl Mooney - No

OTHERS ATTENDING

Mr. Ron Vicars, Vice President of Finance and Administrative Services
Ms. Peggy Gibson, President's Assistant
Dr. Scott Hamilton, President
Ms. Lana Kennedy (President, Association of Classified Employees)
Mr. Bryce Shuler (MECC Faculty) - College Feature (Solar Trailer)

Call to Order

The Mountain Empire Community College Advisory Board met on Tuesday, November 17, 2015 at 4:30 p.m. in the Kline Foundation Boardroom. Ms. Bonnie Elosser, Vice Chair, welcomed all those present and called the meeting to order. Ms. Elosser introduced and welcomed Ms. Carolyn Dishner, appointed by the Scott County Administrators office to serve on the board for Jane Carter's unexpired term.

APPROVAL OF MINUTES

A motion was made by Mr. David Graham to accept the September 22, 2015 minutes as presented. The motion was seconded by Ms. Alane Lovern and passed unanimously.

ADMINISTRATIVE REPORTS

Ms Elosser, Vice Chair, reported on the following information items:

- Recognition of Special Guests included:

Dr. Vickie Ratliff, Vice President of Academic and Student Services

Ms. Donna Stanley - Vice President of Institutional Advancement

Mr. Ron Vicars - Vice President of Finance and Facilities

Ms. Peggy Gibson – President's Assistant

Lana Kennedy – President of the Association of Classified Employees

Mr. Bryce Shuler – MECC Faculty member and College Feature

Ms. Elosser brought to the Board's attention the following items:

- ✚ ***Conflict of Interest Reports*** – (See Attachment Number One) Ms. Elosser reminded the Board that the Conflict of Interest reports had been sent via email to all Board members and that the reports are due by December 15, 2015.
- ✚ ***MECC Christmas Luncheon*** – (See Attachment Number Two) The Christmas Luncheon is scheduled for December 3, 2015 beginning at 11:30 a.m. in the Goodloe/Slemp Commons Area of Phillips/Taylor Hall. Invitations for this event have been sent out by Peggy Gibson.
- ✚ ***Legislative Visits*** – Ms. Elosser mentioned that legislative dates were not available at this time.

PRESIDENT'S REPORT – Dr. Scott Hamilton

ACTIVITIES REPORT

Dr. Hamilton reviewed with Board members his current community involvement that included memberships as well as a list of community activities from September 22, 2015 through November 17, 2015. (See Attachment Number Three)

Dr. Hamilton presented the President's Report on the following items: (See Attachment Number Four with Details)

Below is Dr. Hamilton's comments from his report:

- **Facilities Update** – Dr. Hamilton mentioned that there was no new activity at this time.
- **Enrollment Report**

Dr. Hamilton presented the Fall Semester 2015 Enrollment Report and was happy to report that our enrollment is holding in the positive range. Dr. Hamilton also reported current FTE of 3.85% over this time last year; second highest in the VCCS. With an increase of 63 FTE, MECC is the highest in the State. MECC headcount for Fall Semester 2015 is 2,718 compared to 2,681 last year, an increase of (1) percent. The College's FTE is 1,694 this year compared to 1,629; up (4) percent. For comparison purposes with the other Southwest schools; SWVCC is up 2.04%, VHCC is down -7.83%, Wytheville is down -11.51%, and VWCC is down 7.67%. The statewide average FTE for fall 2015 is down -3.68% at this time. Dr. Hamilton congratulated all the faculty and staff for all their hard work on recruiting students and helping them succeed.

Dr. Hamilton reported that MECC has launched a new initiative called Student Success Leadership Initiative. Those attending the two day workshop included Dr. Hamilton, Brandon Dotson, Leila

Bradshaw, and Jan Richards. Dr. Hamilton reported that the workshop presentations were designed to help participants better understand the student experience and help define and remove barriers to student success. The teams will participate in two additional sessions during this school year with plans to develop and implement specific activities on campus and will also train other faculty and staff. Dr. Hamilton mentioned that this effort fits very well with our emphasis on student success and will help us meet our goals in that area.

Dr. Hamilton reported that MECC is working with NASA and the Virginia Space Consortium on the development of a certificate program for UAV, or "Drone" pilots. He mentioned that the College was seeking grant funding to support the development of this program and will keep the Board updated regarding the progression of this opportunity.

Also under development is a program leading to a certificate in Cyber Security which is a great opportunity for our students in the computer programs. Dr. Hamilton stated that this is a rapidly growing field with very high demand and good wages and reported that the College had received a \$20,000 dollar donation from Dominion Power Co. to help fund the start-up of this program.

Dr. Hamilton also reported that Dr. Vickie Ratliff and the Workforce Education division have been working with several employers in our area to identify training opportunities in the workforce education division. Teletech, the new employer currently working out of the Pioneer Center in Scott County, has begun hiring and training new employees. Teletech will utilize the Center for their operations with plans to move to Weber City as soon as their new building is complete. Dr. Ratliff plans to provide an update on training potential with the new company. Dr. Hamilton also mentioned that the CEO and staff from Micronics was on campus to tour Dalton Cantrell Hall and were very positive about what they saw in our technology labs. He reported that the company was very interested in student interns and training their employees as they ramp up the production phase of their product line.

Ms. Elosser congratulated Dr. Hamilton, Dr. Ratliff, and Staff for all their hard work and efforts regarding enrollment and student success.

- **Budget and Personnel**

Dr. Hamilton shared with the Board that the Presidential Evaluation is currently open for responses from the faculty and staff. The Evaluation results will be presented at our next advisory board meeting in January.

Dr. Hamilton also shared that Jim Vicars, MECC's Trades Supervisor resigned his position here at MECC in order to take a similar position at Wytheville Community College. The College is currently accepting applications for this position.

FOUNDATION REPORT

Ms. Donna Stanley reported that, year to date, the Foundation had received \$713,003 which includes a \$400,000 installment on the pledge received from the Slemple Foundation for our major gifts campaign. Not accounted in this figure is a 370,000 tobacco commission reimbursement grant that will be included in our total in the future. Ms. Stanley also reported that two special events sponsored by the MECC Foundation (Dickenson County Endowed Scholarship and the Scott County Event) had

raised approximately \$11,000 and that the Foundation was working on its year end letters and reports.

PRESIDENT'S STAFF REPORTS

VICE PRESIDENT OF ACADEMIC AND STUDENT SERVICES – Dr. Vickie Ratliff

Dr. Ratliff reported on the following items:

- ATMAE (Association of Technology, Management, and Applied Engineering) Accreditation – Dr. Ratliff shared with the Board that the ATMAE meeting had gone very well and that the College had been accredited for 5 programs:

- Welding
- Computer Aided Drafting and Design
- Computerized Manufacturing
- Computerized Manufacturing Electromechanical
- Computerized Manufacturing Industrial Maintenance

Dr. Ratliff reported that a two year report will need to be completed and submitted before the board at which time plans are to submit our Computer Networking and Computer Software programs, and/or others. Dr. Ratliff was hopeful that this should lead to opportunities for our students to be able to take the computerized certification exams in our testing center.

- Cyber Security Program – Dr. Ratliff shared that the College is in the process of developing a 9 credit Cyber Security curriculum which will be an accelerated program offered in the summer of 2016. Those involved will be the networking and computer software program instructors but will also include Mr. Tony Robinson, Director of Computing and Information. The funding received from Dominion will allow our instructors to receive training and certification. This program will allow students to lead to a Cyber Security Certification hopefully at MECC's tuition rate.
- Institute of Excellence Grant - Dr. Ratliff also reported that plans are underway to offer the Manufacturing Academy (MT1) to J.I. Burton with the possibility of filling the class with Wise and Scott County DE students. The class will be offered here on campus from 9:00 a.m. – 12:00 p.m., Monday – Friday. Academy students will also be enrolled in IND 165 (Monday & Wednesday), Team Concepts and Problem Solving (Tuesday and Thursday), and a Math class (Friday). Dr. Ratliff stated that the MT1 Academy will lead to an MT1 certification which is an entry level certification that is recognized by many manufactures as an entry level skilled requirement.
- Dr. Ratliff also reported on the following events:
 - Annual Veterans Day tribute - "Revisiting Vietnam – A Discussion with Vietnam Veterans of America Chapter 979" hosted by the MECC Student Veterans of America Club
 - Haunted Forest event – lead by MECC's Technology club, raised over \$22,000 that will be distributed through the MECC Foundation back to our students that worked on this project.
 - Quick Start program – Dr. Ratliff reported that 6-8 students were enrolled this semester in our Quick Start program.

Dr. Ratliff also shared that the College had been heavily involved with Teletech, the new employer in Scott County, and was pleased to announce that they had filled many of their open positions with existing students and others from the Tri-Cities area. She also mentioned that the company was very pleased with the workforce quality in this area. Employment requirement was: Minimum high school diploma; preferred Associates degree; telephone etiquette demonstrations, and a placement test. Dr. Ratliff also shared that there has been discussions regarding several other potential new employers regarding the possibility of locating in our area which would require a much higher skill set with a higher pay rate. The employment requirement for employees would be the minimum of an Associate

degree. Dr. Ratliff reported that she had meet with these potential employer's regarding specific skill sets needed for employment and that the plan is to submit a proposal to the VCCS to change a few things in the Administrative Support program in order to fit the companies' requirements. Plans are to change the name to Administrative and Customer Support Technology, once the update has been approved.

VICE PRESIDENT OF FINANCIAL & ADMINISTRATIVE SERVICES – Mr. Ron Vicars

Mr. Vicars reported on the following items:

Personnel Report – Mr. Vicars reviewed the personnel report with board members (*See Attachment Number Five*).

Local Funds Expenditure Report (*See Attachment Number Six*) – Mr. Vicars reviewed the Local Funds Expenditure Report ending October 31, 2015

INSTITUTIONAL ADVANCEMENT – Ms. Donna Stanley

- Ms. Stanley brought to the Board's attention the report of most recent grants that the College has received (See Attachment Number Seven)
 - ✚ U.S. Department of Education Student Support Services – TRIO
Purpose - Academic assistance to program and income-eligible students.
Award amount - \$289,505 for year 1.
Period of Grant – 5 years
 - ✚ Virginia Tobacco Commission
Purpose – Tobacco and AIMS Higher Scholarships
Award amount – 450,000
Period of Grant – up to 3 years
 - ✚ VCCS Institutes of Excellence
Purpose – To establish a Manufacturing Technology Dual Enrollment Academy
Award amount – 16,500
Period of Grant – Through June 30, 2016

COMMITTEE REPORTS

Executive Committee

No Report

Finance and Facilities Committee

No report

Curriculum and Student Affairs Committee

No report

OLD/NEW BUSINESS

MECC Foundation Campus Facility Naming Policy – tabled from July 14, 2015 meeting (*See Attachment Number Seven*) Dr. Hamilton and Ms. Donna Stanley presented to the Board the proposed amendment to the

existing 12.2.8 Planned Gifts Naming policy. Ms. Stanley mentioned that the amendment will help the foundation more effectively work with donors who are considering planned gifts. There was also discussion about the possible down side of someone stopping payments on insurance premiums for a gift to name a facility. The point was well-taken because in most instances, insurance policies are revocable. The proposal was made that the updated policy strike the words "revocable and" from the existing policy. The new policy will read:

- A. *The MECC Foundation Board and/or Foundation staff can recommend to the Local Board that facilities on the MECC campus be reserved for naming when monetary commitments for ~~revocable and~~ non-revocable planned gifts (charitable gift annuities, charitable remainder trusts, insurance policies, etc.) are executed indicating gift intent and the approximate gift value.*

Naming will occur after the qualifying planned gift is received. If the space requested by a planned gift donor is no longer available due to the physical characteristics and purpose of the space being changed, or the requested space has been significantly altered due to renovation, an alternate space with similar prominence and naming value will be selected to fulfill the understanding with the donor. All other provisions of the naming policy will apply to planned gifts received after the death of a donor.

A motion was made by Mr. Bobby Tuck to accept the proposed amendment to the existing 12.2.8 Planned Gifts Naming policy in the MECC Policy Manual. The motion was seconded by Mr. David Graham and was passed unanimously by the Board.

PUBLIC/OTHER COMMENTS

COLLEGE FEATURE - Mr. Bryce Shuler

(See Attachment Number Eight) Advisory Board members were given a tour of the MECC Solar Trailer by Mr. Bryce Shuler, MECC faculty member. Mr. Shuler reported the following information regarding the Solar Trailer.

Capable of producing 9000 watts; to date we are only producing 2340 watts

Voltage output 120/240

A 950 amp hour battery bank at 20 amps

The Trailer currently has 6 panels which puts out 100 volts, 24 amps, and 2340 watts

The Solar Trailer has powered several campus events including Home Craft Days and the MECC Haunted Forest. Approximate cost of the Solar Trailer was 25,000.

NEXT MEETING DATE

The next meeting date will be Tuesday, January 19, 2015 in the Kline Foundation Boardroom.

ADJOURNMENT

There being no further business the meeting adjourned at 5:47 p.m.

Respectfully Submitted,



Scott Hamilton, President & Secretary to the Board

APPROVED:



Chair/Vice Chair of the Board

1/19/2016

Date

*Notes for Chair, ~~Rex McCarty~~ Bonnie Elosser
Advisory Board Meeting
Tuesday, November 17 at 4:30 p.m.*

1. Attendees

➤ President's Staff and other guest:

○ **Recognition of new board member, Ms. Carolyn Dishner –**

Ms. Carolyn Dishner has been appointment by the Scott County Administrators office to serve on the board for Jane Carter's unexpired term.

- Dr. Vickie Ratliff, Ron Vicars, Donna Stanley, and Peggy Gibson
- Sarah Gilliam – Faculty Senate Chair
- Lana Kennedy – President of the Association of Classified Employees
- Bryce Shuler - Presenting College Feature

✚ *Ask for approval of minutes for September 22, 2015 board meeting*

✚ *Holiday Luncheon is scheduled for December 3rd from 11:30 a.m. – 1:30 p.m.*

✚ *The Conflict of Interest Reports were sent to each board member via email – the reports are due by December 15, 2015*

✚ *Legislative Visits – (Dates to be announced)*

✚ *Dr. Hamilton will give his report*

✚ *Foundation Report – Ms. Donna Stanley*

President's Staff Reports

- ❖ Academic and Student Services – Vicki Ratliff
- ❖ Financial and Administrative Services – Ron Vicars
- ❖ Institutional Advancement – Donna Stanley

2. Committee Report – No reports

A. *Executive Committee – no report*

B. *Instruction and Curriculum Committee – no report*

C. *Finance and Facilities Committee – no report*

3. Old/New Business

✚ **MECC Foundation Campus Facility Naming Policy (tabled from July 14, 2015 meeting) Dr. Hamilton and Donna Stanley**

4. Public Comments/Other

5. Next Meeting Date – January 19, 2016

6. Adjournment

Peggy Gibson

To: Peggy Gibson
Subject: FW: It's time to file your 2015-December Conflict of Interest disclosure

----- Original message -----

From: Ethics Council <no-reply@dls.virginia.gov>
Date: 11/9/2015 4:37 PM (GMT-05:00)
To: Bonnie Elosser <belosser@uvawise.edu>
Subject: It's time to file your 2015-December Conflict of Interest disclosure

MEMORANDUM

TO: State employees, judges and substitute judges, and certain appointees
From: Mountain Empire Community College-Board, Agency Coordinator
Subject: It's time to file your December 15, 2015 Conflict of Interest disclosure

Your position as a state employee, judge, or board or commission member requires you to disclose your financial interests semi-annually. It is now time to file your Statement of Economic Interest for the current filing period. **The filing deadline is December 15, 2015.**

To submit your disclosure statement online please use the link below.

<https://coi.dls.virginia.gov/>

This filing will cover the time period from May 1, 2015 - October 31, 2015.

If this is the first time you will file your conflict of interest disclosure through the online system, you will receive another email with instructions for registering. If you are a returning user you can log in using this email address. If you do not remember your password, use the "I forgot my password" link on the log-in page.

Thank you for your service to the Commonwealth. **If you have any questions, please contact your agency conflict of interest coordinator.**

You and Your Guest
Are Cordially Invited to Attend our

Mountain Empire Community College Annual Holiday Luncheon

Thursday, December 3, 2015

11:30 a.m. - 2:00 p.m.

**Goodloe Center
Phillips-Taylor Hall**

Please RSVP to pgibson@mecc.edu or call 276-523-7490 by November 23, 2015



Mountain Empire
Community College

President's Activity Report – September – November 2015

<u>Date</u>	<u>Activities</u>
9/23	SACSOC Team Visit
10/1	Scott County Fundraiser
10/7	Southwest President's Meeting
10/8	Evaluation with Dr. DuBois – Richmond
10/13-14	Chancellor's Planning Retreat – Roanoke
10/16 -17	Home Craft Day Concert and Breakfast on Saturday
10/20	Lee County Board of Supervisors
10/22	Foundation Board Meeting
10/23	Inauguration – Dr. Gene Couch – VHCC
10/26	Lonesome Pine Grants Committee and Executive Board Meeting
11/4	Scott County Board of Supervisors Meeting Karen Sorber and staff from Micronics – Campus Visit
11/5	Superintendent's Breakfast Dickenson County Fundraiser
11/9-11	VCCS Student Success Leadership Institute
11/12	Virginia Summit on Higher Education and Economic Competitiveness Governor's Reception for Rural Horseshoe Initiative – Governor's Mansion – Richmond

President's Report 11/17/2015

Facilities Update

No new activity at this time.

Programs

Our enrollment is holding in the positive range and MECC is one of only 5 colleges in the System that is not in the negative side. Our current FTE is 3.85 over this time last year which is second highest in the VCCS. In straight FTE count, with an increase of 63 FTE, MECC is the highest in the State. For comparison purposes with the other Southwest schools; SWVCC is +2.04, VHCC is -7.83, WCC is -11.51, and VWCC is -7.67. Congratulations to all of the faculty and staff that have worked so hard on recruiting students and helping them succeed!

The VCCS has launched a new initiative called Leadership for Student Success. A team, including Brandon Dotson, Leila Bradshaw and Jan Richards and myself attended a two day workshop last week where we were introduced to the initiative. The workshop presentations were designed to help participants better understand the student experience and help define and remove barriers to student success. The teams will participate in two more sessions during this school year and develop plans to implement specific activities at the campus and train other faculty and staff. This effort fits very well with our emphasis on student success and will help us meet our goals in that area.

MECC is working with NASA and the Virginia Space Consortium on development of a certificate program for UAV, or "Drone" pilots. We are seeking grant funding to support the development of this program and will keep the Board posted on the progress in this new effort.

Also under development is a program leading to a certificate in Cyber Security which would be an option for our computer students. This is a rapidly growing field with very high demand and good wages. The college received a \$20,000 donation from Dominion Power Co. to help fund the start-up of this program.

Dr. Ratliff and the workforce ed. division have been working with different employers in the area to identify training opportunities in the workforce education division. The new employer in Scott Co., Teletech, has begun hiring and training new employees and is currently working out of the Pioneer Center in Duffield. Teletech will utilize the Center for their operations and move to Weber City as soon as their new building is complete. Vickie will provide an update on training potential with the new company. The CEO and staff from Micronics was on campus to tour Dalton Cantrell Hall and they were very positive about what they saw in our technology labs. They showed an interest in student interns and training as they ramp up to the production phase of their product line.

Dr. Ratliff will give further details on these programs and other program developments in her report.

Budget and Personnel

The Presidential Evaluation is open for responses from the faculty and staff. We normally would present that report to the Board at our November meeting but because we are meeting prior to the closing date of the response period this year the results are not in yet. That report will be presented at the January meeting.

Jim Vicars, our Trades Supervisor resigned to take a similar position at Wytheville Community College. We are currently accepting applications for his position.

Ron Vicars will be giving us an update on personnel changes and the budget in his report.

**FALL SEMESTER 2015
NOVEMBER ENROLLMENT REPORT**

HEADCOUNT	11/11/14	11/17/15	% CHANGE
Full-Time	1,184	1,270	7
Part-Time	1,497	1,448	(3)
Male	1,026	1,070	4
Female	1,655	1,648	(0)
Total	2,681	2,718	1

FTES	11/11/14	11/17/15	% CHANGE
	1,629	1,694	4

MOUNTAIN EMPIRE COMMUNITY COLLEGE

PERSONNEL UPDATE NOVEMBER 2015

<u>EMPLOYEE</u>	<u>POSITION</u>
<u>RETIREMENTS</u>	
Alice Harrington	Art Professor in the Division of Arts and Sciences retiring January 1, 2016 with 28 years of service
Willie Price-Harris	Education Support Specialist II (Student Recruitment) in Enrollment Services retiring January 1, 2016 with 29 years of service
Carolyn Reynolds	Dean of Arts and Sciences Division retiring January 1, 2016 with 38 years of services
Jim Strength	Biology Professor in the Division of Arts and Sciences retiring January 1, 2016 with 27 years of service
<u>RESIGNATIONS</u>	
Mischelle Robbins	Resigned the wage position, Education Support Specialist I, in Health Sciences effective September 17
Rhonda Carroll	Resigned the grant funded wage position, Education Support Specialist II (Career Coach), in the Center for Workforce Development Division effective September 30 with the end of the TAACCCT Grant—Virginia RETHINKS Health Sciences Education
Barbara Orndorff	Resigned the grant administrative position, Title III Project Director, in the MECC Foundation effective September 30 with the end of the Title III grant
Jim Vicars	Resigned the classified position, Trades Manager I, in the Physical Plant effective October 17 and accepted the faculty administrative position, Director of Facilities, at Wytheville Community College

NEW HIRES

Damean Matthews

Accepted the wage position, Library Specialist I, in the Wampler Library effective September 21 replacing Rosemary Walker

Carol Grace

Accepted the wage position, Education Support Specialist II (Career Coach), in the Office of Student Outreach and Success effective October 5 replacing Janet Giles

Nora Blankenbecler

Accepted the grant administrative position, HIM (Health Information Management) Project Director, in the Business and Information Technology Division, effective October 19 replacing Myson Joseph

Arietta Harvey

Accepted the wage position, Education Support Specialist I, in the Health Sciences Division effective October 26 replacing Mischelle Robbins

Jessica Hall

Accepted the wage position, Administrative and Office Specialist II (Bookstore Clerk), in the MECC Bookstore effective October 27 replacing Elizabeth Russell

OPEN POSITIONS

Accepting applications for the following positions:

- Classified position, Housekeeping and Apparel Worker I, in the Physical Plant re-advertised (candidate declined position) with a closing date of November 15 to replace Danny Bowen
- Classified position, Trades Manager I, in the Physical Plant with a closing date of November 19 to replace Jim Vicars – internal agency posting
- Classified position, Education Support Specialist III (Recruiter), in Enrollment Services with a closing date of November 24 to replace Willie Price-Harris – internal agency posting
- Offer extended to candidate (awaiting acceptance of offer) for the Administrative Faculty position, Dean of Arts and Sciences, to replace Carolyn Reynolds

OPEN POSITIONS
(CONTINUED)

- Screening Committee will meet on November 17 to review applications for the Math Faculty position in the Division of Arts and Sciences
- Offer extended to candidate (awaiting acceptance of offer) for the classified position, Housekeeping and Apparel Worker II (Housekeeping Supervisor), in the Physical Plant
- Interviews are scheduled for November 16 – 18 for the Biology faculty position in the Division of Arts and Sciences to replace Jim Strength

Local Fund Expenditures
Ending October 31, 2015

Category	Budget 2015 - 2016	Expenditures To Date	Budget Balance
I. Contributions of Localities:			
A. Maintenance & Operation:			
College Board	\$ 5,000	\$ 1,602	\$ 3,398
President's Office	\$ 23,000	\$ 7,930	\$ 15,070
Fiscal Operations	\$ 3,000	\$ 1,444	\$ 1,556
Student Aid	\$ 30,000	\$ 8,528	\$ 21,472
Home Craft Days	\$ 35,000	\$ 12,722	\$ 22,278
Mountain Music School	\$ 26,000	\$ 19,136	\$ 6,864
Site Development	\$ 3,000	\$ -	\$ 3,000
Total Maintenance & Operation	\$ 125,000	\$ 51,362	\$ 73,638
B. Small Business Center	\$ 30,250	\$ -	\$ 30,250
Total Contributions of Localities	\$ 155,250	\$ 51,362	\$ 103,888
II. Student Activity Fee & Vending Commissions:			
A. Student Activities	\$ 64,000	\$ 38,293	\$ 25,707
B. Vending Operation Expenses	\$ 5,000	\$ 194	\$ 4,806
Total Student Activity Fee & Vending Commissions	\$ 69,000	\$ 38,487	\$ 30,513
III. General Auxiliary Fee:	\$ 200,000	\$ 145,884	\$ 54,116
IV. Bookstore			
A. Salaries	\$ 205,000	\$ 80,000	\$ 125,000
B. Textbooks and Supplies	\$ 914,000	\$ 471,911	\$ 442,089
C. Operating	\$ 50,000	\$ 10,861	\$ 39,139
D. Transfer to capital projects - One Stop Center	\$ 300,000	\$ -	\$ 300,000
Total Bookstore	\$ 1,469,000	\$ 562,772	\$ 906,228
V. Contingency and Interest Income			
A. Transfer to capital projects - One Stop Center	\$ 100,000	\$ -	\$ 100,000
Total Contingency and Interest Income	\$ 100,000	\$ -	\$ 100,000
VI. Construction Projects			
A. Dalton-Cantrell Hall Renovation Site Work	\$ 18,585	\$ -	\$ 18,585
B. Solar Training Roof	\$ 5,075	\$ -	\$ 5,075
C. Parking Lot A-B Improvements	\$ 3,371	\$ -	\$ 3,371
D. One Stop Center	\$ 400,000	\$ -	\$ 400,000
Total Construction Projects	\$ 427,031	\$ -	\$ 427,031
TOTAL ALL	\$ 2,420,281	\$ 798,505	\$ 1,621,776

Grant Awards Announced Summer-Fall 2015

Award Amount	Date of Award	Period of Grant	Funder	Purpose
\$289,505 for year 1	7/17/2015	5 Years	U.S. Department of Education Student Support Services (TRIO)	Academic assistance to program and income-eligible students
\$450,000	9/23/2015	Up to 3 years	Virginia Tobacco Commission	Tobacco and AIMS Higher Scholarships
\$16,500	Fall 2015	Thru June 30, 2016	VCCS Institutes of Excellence	To establish a Manufacturing Technology Dual Enrollment Academy

Peggy Gibson

From: Donna Stanley
Sent: Wednesday, November 18, 2015 10:31 AM
To: Ron Vicars; Amy Greear
Cc: Peggy Gibson
Subject: Addition to the College Policy Manual - Naming Policy
Attachments: Planned Gifts Naming approved on 11_17_15 original.pdf

Ron, and Amy,

The local board approved a policy change last night that needs to be added to the Policy Manual. While we spent plenty of time working on the Policy Manual, I'm not sure that Amy was tasked with making revisions to the policy over time. If that responsibility is not Amy's, I need to be referred to the person who does have the responsibility. Do I need to complete a form to get this accomplished?

Attached you will find a copy of what was brought to the local board's attention last night. The words "revocable and" were removed. There was discussion about the possible down side of someone stopping payments on insurance premiums for a gift to name a facility. The point was well-taken because in most instances, insurance policies are revocable.

The policy was approved with the words "revocable and" struck, but I suggest I think that the examples of bequests and insurance policies be removed because they are revocable.

Here is my recommendation for what would go in the policy manual and the minutes of the meeting:

12.2.8 Planned Gifts Naming

- A. The MECC Foundation Board and/or Foundation staff can recommend to the Local Board that facilities on the MECC campus be reserved for naming when monetary commitments for non-revocable planned gifts (charitable gift annuities, charitable remainder trusts, etc.) are executed indicating gift intent and the approximate gift value.

Naming will occur after the qualifying planned gift is received. If the space requested by a planned gift donor is no longer available due to the physical characteristics and purpose of the space being changed, or the requested space has been significantly altered due to renovation, an alternate space with similar prominence and naming value will be selected to fulfill the understanding with the donor. All other provisions of the naming policy will apply to planned gifts received after the death of a donor.

Let me know if I need to do anything else to get this into the policy manual.

Donna Stanley
Vice-President of Institutional Advancement and Executive Director of MECC Foundation
Mountain Empire Community College
3441 Mountain Empire Road
Big Stone Gap, VA 24219
276-523-7493 (direct line)
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dstanley@mecc.edu

12.2.8 Planned Gifts Naming

- A. The MECC Foundation Board and/or Foundation staff can recommend to the Local Board that facilities on the MECC campus be reserved for naming when monetary commitments for ~~revocable and~~ non-revocable planned gifts (made through bequests, charitable gift annuities, charitable remainder trusts, insurance policies, etc.) are executed indicating gift intent and the approximate gift value.

Naming will occur after the qualifying planned gift is received. If the space requested by a planned gift donor is no longer available due to the physical characteristics and purpose of the space being changed, or the requested space has been significantly altered due to renovation, an alternate space with similar prominence and naming value will be selected to fulfill the understanding with the donor. All other provisions of the naming policy will apply to planned gifts received after the death of a donor.

Peggy Gibson

From: Donna Stanley
Sent: Wednesday, November 18, 2015 11:36 AM
To: Vickie Ratliff
Cc: Ron Vicars; Amy Greear; Peggy Gibson
Subject: RE: Addition to the College Policy Manual - Naming Policy

This is an immediate change – approved on 11/17/2015. Thanks. So I don't need to fill out any forms?

I'm sure that everyone (including myself) need instructions on how to get changes authorized and documented. Thanks.

From: Vickie Ratliff
Sent: Wednesday, November 18, 2015 11:31 AM
To: Amy Greear; Donna Stanley
Cc: Ron Vicars
Subject: RE: Addition to the College Policy Manual - Naming Policy

Donna, is this change effective immediately? Just need to note that in the revision log.

Vickie

Victoria Ratliff, Ed.D.
Vice President of Academic & Student Services
Mountain Empire Community College
441 Mountain Empire Road
Big Stone Gap, VA 24219
276-523-7467

From: Amy Greear
Sent: Wednesday, November 18, 2015 10:32 AM
To: Donna Stanley; Vickie Ratliff
Cc: Ron Vicars
Subject: RE: Addition to the College Policy Manual - Naming Policy

Donna, I am copying Vickie on this as well. I think she may have the final version of the policy manual, however I will be happy to make that change.

From: Donna Stanley
Sent: Wednesday, November 18, 2015 10:31 AM
To: Ron Vicars <RVicars@mecc.edu>; Amy Greear <AGreear@mecc.edu>
Cc: Peggy Gibson <PGibson@mecc.edu>
Subject: Addition to the College Policy Manual - Naming Policy

Ron, and Amy,

The local board approved a policy change last night that needs to be added to the Policy Manual. While we spent plenty of time working on the Policy Manual, I'm not sure that Amy was tasked with making revisions to the policy over time. If

that responsibility is not Amy's, I need to be referred to the person who does have the responsibility. Do I need to complete a form to get this accomplished?

Attached you will find a copy of what was brought to the local board's attention last night. The words "revocable and" were removed. There was discussion about the possible down side of someone stopping payments on insurance premiums for a gift to name a facility. The point was well-taken because in most instances, insurance policies are revocable.

The policy was approved with the words "revocable and" struck, but I suggest I think that the examples of bequests and insurance policies be removed because they are revocable.

Here is my recommendation for what would go in the policy manual and the minutes of the meeting:

12.2.8 Planned Gifts Naming

- A. The MECC Foundation Board and/or Foundation staff can recommend to the Local Board that facilities on the MECC campus be reserved for naming when monetary commitments for non-revocable planned gifts (charitable gift annuities, charitable remainder trusts, etc.) are executed indicating gift intent and the approximate gift value.

Naming will occur after the qualifying planned gift is received. If the space requested by a planned gift donor is no longer available due to the physical characteristics and purpose of the space being changed, or the requested space has been significantly altered due to renovation, an alternate space with similar prominence and naming value will be selected to fulfill the understanding with the donor. All other provisions of the naming policy will apply to planned gifts received after the death of a donor.

Let me know if I need to do anything else to get this into the policy manual.

Donna Stanley

Vice-President of Institutional Advancement and Executive Director of MECC Foundation

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12.2 Mountain Empire Community College Foundation Campus Facility Naming Policy and Procedure System

Approved by Local Board, March 20, 2012

Approved by the MECC Foundation Board of Directors, April 19, 2012

12.2.1 Purpose

The purpose of this policy is to provide standard guidelines among all departments of Mountain Empire Community College in naming buildings, sites and common areas.

12.2.2 Guidelines for naming opportunities when a significant gift is received

- A. The naming of any building, campus grounds or other campus space is usually only appropriate when a significant gift, or cumulative gifts, are received.
- B. Monetary contribution levels for naming opportunities:

Facility Commemoration Opportunities	Suggested Gift Minimums and Ranges
New Building	25% of cost of construction
Existing Building	25% of construction cost or a lead gift of 25% of the goal for a fund-raising major gifts campaign
Endow an Academic Program	\$750,000
Endow a Specific Initiative (i.e., Distance Learning, Dual Enrollment)	\$500,000
Endow a Specific Program (i.e., Career Center, Student Support Services, Student Activities)	\$300,000
Prominent Public Area (Lobby, landscaped Areas, Clinical Labs, Academic Division office suites, Bookstore, Administrative office suites)	\$100,000 to \$250,000 a range of options Available
Patio, Classrooms or Laboratories	\$50,000 to \$100,000 a range of options Available

This list will be reviewed for currency periodically by the Mountain Empire Community College Foundation (the "Foundation").

- C. Specific contribution levels may be established with either fixed or minimum dollar amounts for sponsorship of other physical property on campus.
 - 1. Such property may include but is not limited to benches, planters, fountains, gardens, and equipment.
 - 2. Amounts for these naming opportunities shall be reviewed periodically by the Foundation.

12.2.3 Guidelines for naming tributes

- A. A tribute may be offered for a contribution of time or talent that has had a significant positive impact on the institution over an extended period of years. Individuals are not eligible for this award if currently employed at the college or elsewhere within the Virginia Community College System, serving on the local College Board, or serving on the State Board for Community Colleges. A separation from such employment or service of at least one month is a prerequisite for eligibility. The merits of naming any building, campus grounds or other campus space should be determined by carefully weighing one's high scholarship, devotion or distinguished service, and meet the highest values and societal standards.

Such honor will typically be recommended no less than three years following the end of the individual's service to the College.

12.2.4 Guidelines for naming based on corporate licensing

- A. Corporations shall be given the opportunity to purchase a naming license with a name subject to approval by the College Board and the Foundation for a period of time to be negotiated between the College and the donor.
- B. The purchasing amount for the naming license shall be a percentage of a standard gift minimum set by the Foundation.

12.2.5 Permanency of names

- A. When a gift from an individual or family is involved, a facility receives designation that shall last the lifetime of the family as long as the facility remains in use and serves its original function unless otherwise stipulated at the time of the gift acceptance; subject to the following:
 - 1. Demolition or significant renovation of the facility shall terminate the designation.
 - 2. Any legal impropriety or other act which brings dishonor to the College on the part of the donor shall make the gift and naming subject to reconsideration by the College.
 - 3. Recognition for private sector giving should typically occur after the gift has been received rather than on a prospective basis.
- B. When a corporate donor makes the gift, the corporation keeps the designation until the corporation is no longer in existence as long as the facility remains in use and serves its original function unless otherwise stipulated at the time of the gift acceptance; subject to the following:
 - 1. Demolition or significant renovation of the facility shall terminate the designation.
 - 2. Any legal impropriety or other act which brings dishonor to the College on the part of the corporation shall make the gift and naming subject to reconsideration by the College.
 - 3. Recognition for private sector giving should typically occur after the gift has been received rather than on a prospective basis.
- C. When a name is to be removed from an existing facility, approval shall be sought through the same procedures as are required for naming a facility.

12.2.6 Authority and Approvals

- A. The final authority for any naming or tribute decision rests with the President and the College Board upon the recommendation from the Foundation.

- B. The President, the College Board and the Foundation reserve the right to consider any and all factors regarding the privilege of name association with the program, fund or physical aspect of Mountain Empire Community College as particular acts and circumstances warrant. Decisions will be made consistent with the stated mission of Mountain Empire Community College.
- C. Prior to approval, the College Board and the Foundation shall have reasonable assurance that:
 - 1. The proposed name shall bring additional honor and distinction to the College.
 - 2. Any philanthropic commitments connected with the naming shall be realized.
 - 3. The College President, upon advice and consent from the College Board and the Foundation, may require that a background check is performed on a donor (living or deceased) or designee based on particular facts and circumstances.

The donor, donor's executor, or designee shall be required to sign an authorization allowing the background check, if a background check is determined to be necessary.
- D. The College President, in collaboration with the Foundation, has the right to:
 - 1. Determine content, timing, location and frequency of any public announcements associated with the gift.
 - 2. Approve the color, design, and size of any physical marker that provides information about the designee or donor and/or the nature of the gift or honor.
 - 3. Determine and carry out the exact nature of any ongoing care and maintenance of any memorial of tribute gifts or their physical markers.
- E. The Guidelines set forth in this policy statement shall not be deemed all-inclusive. The President, College Board and the Foundation reserve the right to consider any and all factors regarding the privilege of name association with the buildings, sites and common areas of Mountain Empire Community College.

12.2.7 Naming Conventions

- A. A uniform system of signing should be adopted by location.
- B. Buildings and areas should have names that include their primary function:
 - 1. Special use buildings or areas such as an auditorium, physical education center, or such, may bear the functional name separately or in combination with the person's name (i.e., Whitman Auditorium)
 - 2. Outdoor areas shall bear the name of the individual and a functional description.
- C. Plaques and signage should be tasteful, discrete and consistent with other campus signage.
- D. The naming of a building to honor an individual may use the full name of the individual or the surname. In the case of corporations or businesses, the College may use a shortened name sufficient to recognize the business. The reason for this convention is to ensure that the use of the new name becomes commonplace within the lexicon of the College and minimize exterior lettering, listings in directories, mailing addresses and the like.

12.2.8 Planned Gifts Naming

- A. The MECC Foundation Board and/or Foundation staff can recommend to the Local Board that facilities on the MECC campus be reserved for naming when monetary commitments for ~~revocable and~~ non-revocable planned gifts (made through bequests, charitable gift annuities, charitable remainder trusts, insurance policies, etc.) are executed indicating gift intent and the approximate gift value.

Naming will occur after the qualifying planned gift is received. If the space requested by a planned gift donor is no longer available due to the physical characteristics and purpose of the space being changed, or the requested space has been significantly altered due to renovation, an alternate space with similar prominence and naming value will be selected to fulfill the understanding with the donor. All other provisions of the naming policy will apply to planned gifts received after the death of a donor.

MOUNTAIN EMPIRE COMMUNITY COLLEGE NAMING OPPORTUNITIES

FACILITIES

The proposed gift requirement values are consistent with naming policy adopted by Local Board and MECC Foundation Board in 2012.

For consistency, the named space will use the donor's last name before a description of the space to be consistent with other named spaces. Full details about the donor and the reason for the gift can be recognized with a plaque. Example: Fugate Training Center as the name, and an accompanying plaque includes the narrative suggested by the donor.

INDOOR SPACES

Dalton Cantrell Hall

Location	Recommended Gift for Naming Opportunity
Lobby – Dalton Cantrell Hall	\$100,000
DC 253 - Boardroom –Approved for Kline Foundation Recognition	\$250,000
DC 249 - President's Office Suite	\$250,000
DC 234 – Foundation Office	\$100,000
DC 205 – Industrial Technology Office Suite	\$100,000
DC 224 – Criminal Justice Classroom	\$75,000
DC 226 – Electronics Classroom	\$75,000
DC 229 – Forensic Science Classroom	\$75,000
DC 230 – Environmental Science Classroom	\$75,000
DC 106 – Drafting and CAD Classroom	\$75,000
DC 110 – Energy Technology Classroom	\$75,000
DC 112 - Manufacturing/Electrical Classroom	\$75,000
DC 114 – Manufacturing/Mechanical Classroom	\$75,000
DC 118 – HVAC/Electricity Laboratory	\$75,000
DC 119 – Welding Laboratory	\$75,000

Phillips-Taylor Hall

Location	Recommended Gift for Naming Opportunity
Upper level Atrium/Lobby	\$150,000
PT 208 – Conference Room	\$50,000
PT 232 – Conference Room	\$50,000
PT 209/210 – Small Business Assistance	\$75,000

Center	
PT 214/215 – Commonwealth Classroom for distance learning	\$100,000
PT 218 – Management Lab	\$75,000
PT 219 – SVETN Classroom	\$75,000
PT 210 – Computer Lab	\$75,000
PT 226 - Classroom	\$75,000
PT 231 - Classroom	\$75,000
Office Suite – Business Technology	\$100,000
Office Suite – Center for Workforce Development	\$100,000
Office Suite – Vice-President for Academic and Student Services	\$100,000
Office Suite – Computing Resources	\$100,000

Godwin Hall

Location	Recommended Gift for Naming Opportunity
Entrance Lobby and Reception Area (location of switchboard)	\$150,000
G 101 – General Classroom	\$75,000
G 118 – General Classroom	\$75,000
G 130 – Conference Room	\$50,000
G 155 – General Classroom	\$75,000
G 213 – General Classroom	\$75,000
G 214 – General Classroom	\$75,000
G 215 – Math Lab	\$75,000
G 220 – General Classroom	\$75,000
G 225 – General Classroom	\$75,000
G 228 – General Classroom	\$75,000
G 234 – Physics Laboratory	\$75,000
G 238 – Chemistry Laboratory	\$75,000
G 244 – Biology Laboratory	\$75,000
G 246 – Biology Laboratory	\$75,000
G 248 – General Classroom	\$75,000
Office Suite – Arts and Sciences	\$100,000
Office Suite – Business Office	\$100,000
Office Suite – Enrollment Services	\$100,000

Robb Hall

Location	Recommended Gift for Naming Opportunity
First floor lobby – Health Sciences	\$100,000
R 103 – Health Sciences Office Suite	\$100,000
R 116 – Medical Lab. Technology Laboratory	\$75,000
R 117 – Nursing Lab I	\$75,000
R 118 - Nursing Lab II	\$75,000
R 119 – Respiratory Therapy Lab I	\$75,000
R 120 – Nursing Lab III	\$75,000
R 121 – Respiratory Therapy Lab II	\$75,000
R 207 – Nursing Laboratory - CNA	\$75,000
R 208 – Art Studio	\$75,000

Holton Hall

Location	Recommended Gift for Naming Opportunity
Cyber Education Center	\$250,000
Bookstore	\$100,000
Student Game Room	\$100,000
Red Fox Grill	\$100,000

Greenhouse

	Value of Gift Required
Greenhouse	25% of construction cost

Maintenance Building (Subject to Local Board Approval)

	Value of Gift Required
Maintenance Building	25% of construction cost

Next New Building on Campus (Subject to Local Board Approval)

	Value of Gift Required
Health Sciences/Learning Resources Building – Proposed naming for Carol Phipps Buchanan	25% of construction cost

OUTDOOR SPACES

Location	Value of Gift Required
Patio with canopy adjacent to Fox Grill in Holton Hall	\$50,000
Tennis Courts (I believe they were built with Slemph Foundation Funds.)	\$100,000
Intramural Field in front of PT	\$50,000
Ellipse – Phase I	\$100,000
College entrance waterfall	Anticipated cost of construction?

CUMULATIVE GIVING REQUIRED FOR PROGRAM OR INITIATIVE NAMING

Academic or Student Services Initiative Naming	Value of Gift Required	Recognition Level
Donor-advised fund	\$1,000,000 minimum endowment gift	Legacy Fund Level
Endow and name academic program (unless its naming is derived from a consortium)	\$750,000 minimum giving	President's Fund Level
Faculty Chair	\$500,000 minimum endowment gift	President's Fund Level
Endow and name an initiative (Distance Learning, Dual Enrollment)	\$500,000 minimum giving	President's Fund Level
Endow and name an endowment fund for any purpose	\$5,000 minimum endowment gift required	Investor Fund Level and Above

MAJOR GIFT RECOGNITION LEVELS (BASED ON CUMULATIVE GIVING)

\$1,000,000 or more

Legacy Fund Level Recognition

Receive annual report; gifts listed annually
 Invitation to Scholars Recognition Night (if scholarship fund)
 Invitation to Home Craft Days Breakfast
 Recognition of Named Fund on Donor Recognition Wall
 Endowment gift can be donor-advised
 Complimentary Gala Tickets (2) annually
 May be honored through naming of a building

\$ 500,000 to \$999,999

President's Fund Level Recognition

Receive annual report; gifts listed annually
Invitation to Scholars Recognition Night (if scholarship fund)
Invitation to Home Craft Days Breakfast
Recognition of Named Fund on Donor Recognition Wall
Complimentary Gala Tickets (2) annually
Multiple facility naming opportunities based on cumulative giving

\$ 250,000 to \$499,999

Excellence Fund Level Recognition

Receive annual report; gifts listed annually
Invitation to Scholars Recognition Night (if scholarship fund)
Invitation to Home Craft Days Breakfast
Recognition of Named Fund on Donor Recognition Wall
Complimentary Gala Tickets (2) annually
Multiple facility naming opportunities based on cumulative giving

\$ 100,000 to \$249,999

Leadership Fund Level Recognition

Receive annual report; gifts listed annually
Invitation to Scholars Recognition Night (if scholarship fund)
Invitation to Home Craft Days Breakfast
Recognition of Named Fund on Donor Recognition Wall
Complimentary Gala Tickets (2) annually
Multiple facility naming opportunities based on cumulative giving

\$ 50,000 to \$99,999

Partnership Fund Level Recognition

Receive annual report; gifts listed annually
Invitation to Scholars Recognition Night (if scholarship fund)
Invitation to Home Craft Days Breakfast
Recognition of Named Fund on Donor Recognition Wall
Complimentary Gala Tickets (2) annually
Multiple facility naming opportunities based on cumulative giving

\$ 25,000 to \$49,999

Community Fund Level Recognition (\$30,000 required for fully endowed scholarships)

Receive annual report; gifts listed annually
Invitation to Scholars Recognition Night (if scholarship fund)
Invitation to Home Craft Days Breakfast
Recognition of Named Fund on Donor Recognition Wall

\$ 5,000 to \$24,999

Investor Fund Level Recognition (\$5,000 is the minimum gift for a named endowment fund, including scholarships)

Receive annual report; gifts listed annually
Invitation to Scholars Recognition Night (if scholarship fund)
Invitation to Home Craft Days Breakfast
Recognition of Named Fund on Donor Recognition Wall

ANNUAL GIFT CLUB RECOGNITION LEVELS (used for annual gift reporting; not based on cumulative giving)

\$10,000 and above	Benefactor's Club
\$5,000 to \$9,999	Loyalty Club
\$2,500 to \$4,999	Executive Club
\$1,000 to \$2,499	President's Club
\$500 to \$999	Founder's Club
\$250 to \$499	Sustainers Club
\$1 to \$249	Friend's Club

Example Only

North Carolina State University – Naming Policy in Relation to Planned Gifts

9.1.2 Irrevocable planned gifts may generate current naming of facilities and programs if current cash flow considerations are not an issue for the requesting facility or program. Irrevocable planned gifts will be credited at their face value with particular emphasis being given to the predictability of the long-term value of the irrevocable deferred gift.

9.1.3 Combinations of revocable planned gifts and cash may occasionally generate current naming opportunities under the right circumstances. Each combination request must be explained fully to the Committee and a case made for the appropriateness of the naming given the specifics of a particular gift. Particular emphasis will be given to the cash flow requirements of the requesting facility or program, the predictability of the long-term value of the revocable deferred gift component, and the predictability of its receipt.

Portland State University

1.2 Pledge Period

All commitments must be paid within five years of the naming, unless an exception is approved by the President. Scholarship funds that do not reach the minimum endowment level within the five-year period will be transferred to the General University Scholarships Fund. With regard to other endowments, if the stated minimum is not achieved in accordance with the time period designated in the fund agreement, then the fund account may be terminated and the dollars given expended for a purpose consistent with the original intent specified by the donor, at Portland State's discretion; or, the funds may be transferred to a general endowment fund, at Portland State's discretion. In the event the pledge is not fulfilled, the naming opportunity may be forfeited.

Generally, naming opportunities will not be recognized through a deferred gift until the gift amount is accessible. However, naming opportunities may be considered through an irrevocable deferred gift at the discounted present value under special circumstances.



SPARC-E

SOLAR POWER ALTERNATIVE
RENEWABLE CLEAN ENERGY

DESIGNED AND BUILT BY
STUDENTS AND FACULTY OF
MOUNTAIN EMPIRE COMMUNITY COLLEGE
• Energy Technology
• Industrial Electricity
276.521.2121

Mountain Empire
Community College