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7-29-1991

### 1991-07-29 Minutes and Appendices

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**Longwood College  
Board of Visitors  
Annual Meeting Agenda  
July 29, 1991  
10 a.m.  
Virginia Room**

**Call to Order**

**Rector's Welcome and Introductions**

**Minutes**

April 29, 1991 Regularly Scheduled Meeting  
June 14, 1991 Executive Committee Meeting

**President's Report**

**Rector's Report**

**Committee Reports**

Academic/Student Affairs Committee  
Community Advisory Committee  
Finance Committee  
Facilities/Services Committee  
Nominating Committee

**Unfinished Business**

**New Business**

1. Approve Discontinuation of Bachelor of Science Degrees in History and English
2. Approve Proposed Master Plan
3. Review Capital Improvement Projects Status
4. Approve Allocation Request from Auxiliary Reserve Fund
5. Approve 1991-92 Golf Course Charges
6. Approve Proposed Increase in Student Tuition Deposit
7. Update on Campus Vandalism
8. Update on Longwood Developmental Center
9. Discuss Personnel Matters (Executive Session: §2.1-344, A; Section A-1;  
Code of Virginia)
10. Review and Approve Personnel Recommendations
11. Approve Distinguished Service Award

**Announcements**

**Adjournment**

# Longwood College Board of Visitors

## Minutes

July 29, 1991

### Call to Order and Review of Agenda

The Longwood College Board of Visitors met on Monday, July 29, 1991, on the College campus. The meeting was called to order at 10 a.m. by the Rector, Mrs. High. The following members were present:

Ms. Viola O. Baskerville  
Dr. Richard S. Blanton  
Dr. Wyndham B. Blanton, Jr.  
Ms. Martha A. Burton  
Mrs. Martha W. High  
Ms. Jane C. Hudson  
Mr. D. Patrick Lacy, Jr.  
The Honorable Franklin M. Slayton  
Dr. Helen R. Stiff  
Mr. W. T. Thompson, III

Board member absent was:

Ms. Linda E. Sydnor

Present at the request of the Board:

Dr. William F. Dorrill, President  
Mrs. Linda G. Giles, Vice President, Alumni Association (sitting in for Mr. Steve Meyers)  
Mrs. Norma Jean Joyner, President, Longwood College Foundation Board  
Dr. Elizabeth W. Etheridge, Faculty Representative to Sit with the Board  
Mr. Richard C. Kast, Assistant Attorney General

Present at the request of the President:

Dr. James S. Cross, Vice President for Research and Information Systems  
Mr. Richard V. Hurley, Vice President for Business and Legislative Affairs  
Ms. Phyllis Mable, Vice President for Student Affairs  
Mr. Louis M. Markwith, Vice President for Institutional Advancement  
Dr. Donald C. Stuart, III, Vice President for Academic Affairs  
Ms. Jean S. Wheeler, Assistant to the President  
Mr. H. Donald Winkler, Associate Vice President and Executive Director of Public Affairs and Publications

The Rector welcomed everyone to the annual meeting, and especially the new representatives to the Board. Mrs. High congratulated Ms. Burton and Dr. W. Blanton on their recent reappointment by the Governor to another four-year term to the Board. A review of the agenda followed with no changes being made at that time.

### Approval of Minutes

On a motion by Ms. Burton, and seconded by Mr. Thompson, the minutes of the April 29 meeting were approved as submitted. The June 14 Executive Committee minutes were reviewed and "Item 2," paragraph 1 was corrected to read as follows: "On a motion by Mr. Slayton, and seconded by Ms. Baskerville....". Following this discussion, a motion was made by Mr. Slayton, seconded by Ms. Baskerville, and carried to accept the minutes as corrected.

### President's Report

Dr. Dorrill presented the 1990-91 Annual Report of the President (A copy of this report is filed with "Addenda to Minutes of the Board of Visitors" as Appendix A, July 29, 1991). In reviewing this report, the President pointed out that Longwood advanced during the last year despite difficult times around the state.

In addition to the information provided in the Annual Report, President Dorrill provided the Board with more current information on fall enrollment figures, fund-raising efforts, the revised Strategic Plan, and the search for a Fine Arts Center Director.

### Rector's Report

Mrs. High, on behalf of the Board, commended Longwood for its very successful 1991 commencement program at which Governor Wilder showed his support for the College as the guest speaker. Mrs. High also commended Mrs. Martha LeSturgeon and Dr. Jung Ra for their loyalty to Longwood over the years. On a motion by Mr. Slayton, and seconded by Dr. Stiff, the Board agreed to send a letter thanking these two faculty members for their service to the College. Mr. Andrew and Dr. Duvahl Ridgway-Hull were recognized for their loyalty and dedication to Longwood. And a final recognition was offered to the Longwood baseball team and Coach Buddy Bolding for their achievements in winning the South Atlantic Regional and coming within one victory of the NCAA Division II national championship game. On a motion by Mr. Slayton, seconded by Mr. Lacy, the Board approved the adoption of a resolution recognizing the team for its accomplishments (A copy of this resolution is filed with "Addenda to Minutes of the Board of Visitors" as Appendix B, July 29, 1991).

In conclusion, the Rector called for comments from the representatives to the Board. A brief presentation was made by Mrs. Joyner on a recent meeting of the newly appointed Structure and Function Committee of the Foundation Board. Mrs. Joyner announced that the next full meeting of the Foundation Board would be held on September 6 in the Virginia Room.

### **Academic/Student Affairs Committee Report**

Chair, Dr. Stiff, distributed a report on a meeting of the Academic Student Affairs Committee held on July 15 (A copy of this report is filed with "Addenda to Minutes of the Board of Visitors" as Handout A, July 29, 1991). The Board accepted the report as presented on a motion by Dr. Stiff, seconded by Dr. W. Blanton.

### **Community Advisory Committee Report**

Dr. R. Blanton reported on a May 14 meeting of the Community Advisory Committee, which he chaired at the request of Dr. W. Blanton who was unable to attend. Agenda topics discussed at the May meeting included the proposed Master Plan, and athletic events at Longwood. The new Athletic Director, Mr. Fletcher, was introduced and led the discussion on athletics. The Board voted to accept the committee report as presented on a motion by Dr. W. Blanton.

### **Finance Committee Report**

Chair, Mr. Thompson, reported on a meeting of the Finance Committee held in Richmond on July 23 to review and discuss Board agenda Items 4-7 under new business. Mr. Thompson, on behalf of the committee, endorsed the recommendations of the President on each of these items.

### **Facilities and Services Committee Report**

In the absence of committee Chair, Linda Sydnor, Mr. Thompson was called on to report on a meeting of the Facilities and Services Committee held on July 23 to review and discuss agenda Items 2, 3, and 7 under new business. Mr. Thompson reserved his comments for discussion under new business.

### **Nominating Committee**

The Rector called on committee Chair, Ms. Hudson, for a report. Ms. Hudson reported that she and committee members, Dr. R. Blanton and Mr. Lacy, had discussed the appointments of officers of the Longwood Board of Visitors and the committee recommends the reappointment of the current slate of officers for another year--Mrs. High, Rector; Mr. Slayton, Vice Rector; Ms. Baskerville, Secretary; and Mr. Lacy, At-large Member of the Executive Committee. Mrs. High turned the gavel over to President Dorrill who called for nominations from the floor; there being none, Dr. W. Blanton moved that the nominations be closed. The motion was seconded by Dr. Stiff and the Board approved by acclamation the slate of officers as presented.

### **Executive Session**

On a motion by Mr. Lacy, and seconded by Dr. R. Blanton, the members of the Board moved to go into executive session under Section 2.1-344.A of the Code of Virginia to discuss personnel matters dealing with two tenure appeals (Section 2.1-344.A, 1).

The Board returned to open session, on a motion by Mr. Thompson, and seconded by Mr. Slayton, in compliance with the provisions of the Virginia Freedom of Information Act (A copy of this compliance is filed with "Addenda to Minutes of the Board of Visitors" as Appendix C, July 29, 1991).

Following discussion in executive session, a motion was made by Mr. Slayton, and seconded by Mr. Thompson, that the Board uphold the administration's decision to deny tenure to Dr. Kouok-kouong Law because the Board found no procedural errors in the review process. The motion carried by unanimous vote.

Further discussion in executive session resulted in a motion by Mr. Lacy, seconded by Dr. W. Blanton, that the Board accept the recommendation of the President that tenure be denied to Dr. Jay Dee Martin, with the understanding that Dr. Martin may apply for tenure again next year, as previously stated by the President. The motion carried in a 9-1 vote.

#### **ITEM 1**

##### **Bachelor of Science Degrees**

The Board reviewed a brief history of the Longwood Bachelor of Science degree programs in English and History. Based on the fact that students are no longer seeking this degree, and that the more appropriate degree is the Bachelor of Arts degree, the President recommended the deletion of the Bachelor of Science degree programs in English and History from the College's degree inventory. In the absence of Dr. Stiff, Chair of the Academic/Student Affairs Committee, Dr. W. Blanton moved that the Board accept the President's recommendation. The motion was seconded by Ms. Burton and approved by the Board

#### **ITEM 2**

##### **Master Plan**

Mr. Mike Evans, representing the firm Hanbury, Evans, Newill and Vlattas, was called on for a final review of the proposed Master Plan. At that time, Mr. Evans distributed copies of the written documentation to support the previously distributed Master Plan drawings, which the Board approved in concept at its April meeting (A copy of this document is filed with "Addenda to Minutes of the Board of Visitors" as Handout B, July 29, 1991). On a motion by Mr. Thompson, seconded by Ms. Burton, the Board approved the President's recommendation that the proposed Master Plan be approved as presented.

#### **ITEM 3**

##### **Capital Projects**

In the absence of Ms. Sydnor, Chair of the Facilities and Services Committee, the Rector called on Mr. Thompson for a report on the capital improvement projects. Mr. Thompson presented for information a report on projects under construction, projects in the design/bid stage, and projects delayed (A copy of this report is filed with "Addenda to Minutes of the Board of Visitors" as Item 3, July 29, 1991).

#### **ITEM 4**

##### **Auxiliary Reserve Funds**

Mr. Thompson, Finance Committee Chair, was called on by the Rector for discussion. Mr. Thompson distributed a revised list of auxiliary reserve projects which evolved from the review and discussion by the Finance Committee at its recent meeting (A copy of this list is filed with "Addenda to Minutes of the Board of Visitors" as Handout C, July 29, 1991). A motion was made by Mr. Thompson, seconded by Ms. Burton, and the Board approved the

Committee's recommendation that auxiliary reserve funds be allocated in the amount of \$1,236,000 to fund the projects listed.

#### **ITEM 5**

##### **Golf Course Charges**

Also reviewed by the Finance Committee was the schedule of proposed golf course charges (A copy of these fees is filed with "Addenda to Minutes of the Board of Visitors" as Item 5, July 29, 1991). A motion was made by Mr. Thompson, seconded by Ms. Burton, and carried by the Board to accept the President's recommended golf course fee schedule effective August 1, 1991.

#### **ITEM 6**

##### **Student Tuition Deposit**

On behalf of the Finance Committee, Chair, Mr. Thompson, moved to accept the President's recommendation to increase Longwood's tuition deposit for resident students to \$250. The motion was seconded by Mr. Lacy and approved by the Board.

#### **ITEM 7**

##### **Vandalism Report**

Presented for the Board's information was an analysis of residence hall vandalism for the period Fall 1988-Spring 1991 (A copy of this report is filed with "Addenda to Minutes of the Board of Visitors" as Item 7, July 29, 1991). Various members of the Student Affairs staff reviewed this information for the Board. Mr. Thompson further stated that this report was reviewed and discussed jointly by the Finance Committee and the Facilities and Services Committee during their recent meetings.

#### **ITEM 8**

##### **Longwood Developmental Center**

President Dorrill was called on by the Rector to present for information an update on the Longwood Developmental Center (A copy of this report is filed with "Addenda to Minutes of the Board of Visitors" as Item 8, July 29, 1991).

#### **ITEM 9**

##### **Executive Session**

On a motion by Mr. Thompson, and seconded by Mr. Slayton, the members of the Board moved to go into executive session under Section 2.1-344.A of the Code of Virginia to discuss personnel matters (Section 2.1-344.A, 1).

The Board returned to open session, on a motion by Ms. Burton, and seconded by Mr. Slayton, in compliance with the provisions of the Virginia Freedom of Information Act (A copy of this compliance is filed with "Addenda to Minutes of the Board of Visitors" as Appendix D, July 29, 1991). No action was taken on the matters discussed in executive session.

## ITEM 10

### Personnel Recommendations

Several personnel recommendations were presented by the President for action and a report on retirements and resignations was presented for information (A copy of these recommendations is filed with "Addenda to Minutes of the Board of Visitors" as Item 10, July 29, 1991). The Board approved the following recommendations by the President: six new faculty appointments on a motion by Ms. Burton, and seconded by Mr. Thompson; the awarding of tenure to Dr. James S. Cross on a motion by Dr. W. Blanton, seconded by Mr. Thompson; and the awarding of the rank of Professor Emeritus to Mr. Willard G. Leeper on a motion by Mr. Lacy, seconded by Mr. Slayton.

## ITEM 11

### Distinguished Service Award

A motion was made by Dr. R. Blanton, and seconded by Ms. Burton, that the Board approve the establishment of the Longwood College Distinguished Service Award and authorize the striking of an appropriate medal; the motion carried. This award provides College-wide recognition to worthy individuals, such as dedicated employees, outstanding volunteers, and others who bring resources to the College or benefit the College in ways worthy of consideration by the Board.

### Announcements

The Rector distributed a calendar of Board meeting dates for the 1991-92 year (A copy of these dates is filed with "Addenda to Minutes of the Board of Visitors" as Handout D, July 29, 1991). Mrs. High also announced a meeting of the Executive Committee on September 5, 9:30 a.m. in the Longwood Board Room. This meeting will precede the fall Convocation ceremony which will begin at 1 p.m. NBC Correspondent, John Dancy, will be the guest speaker at Convocation.

### Adjournment

The meeting was adjourned at 2:30 p.m.

  
\_\_\_\_\_  
Viola O. Baskerville, Secretary



**Annual Report of the President  
1990-1991**

**Longwood College**  
Farmville, Virginia

## Advancing in Tough Times

State-mandated financial cutbacks in all Virginia colleges and universities have taken their toll this year. The State reduced its funding to operate Longwood by approximately 15 percent, and in addition all faculty, staff, and administrators were hit with a two percent cut in salary. But, for now, productivity has not been irreparably damaged. In fact, we have continued to strengthen Longwood's academic facilities, programs, and services during the past year.

All academic programs remain intact and viable. Further, we made high-tech innovations in our classrooms, secured additional computer hardware and software for several departments, and upgraded our major computer systems. We added a long-needed psychology animal laboratory. We provided increased support for Graduate Assistants. And we implemented an electronic mail system for sending and receiving mail campus-wide and to and from other colleges and universities.

Our new \$6,800,000 library opened after Spring Break, replacing a cramped and outdated 52-year-old facility.

With three times the reader space and 23,000 more gross square feet, plus six miles of shelving, the new library will meet our needs for the foreseeable future, while providing students with technology for obtaining information from worldwide sources.

From residence hall rooms, computer labs, and the library itself, students can access the Library's computer, pick a subject, and sift through data not only from Longwood's library, but also from libraries throughout the world.

We've come a long way in helping students gather information. In fact, very few colleges and universities nationwide and only two in Virginia (William and Mary and Virginia Tech) provide the state-of-the-art services available at Longwood.

Our head librarian, Martha LeSturgeon, who is responsible for our library leadership, will retire Sept. 1, 1991, after 43 years of service to Longwood.

Another change in the physical appearance of the campus will be the addition of a new \$3,200,000, 161-bed, air-conditioned residence hall-- our twelfth. Construction began in March, 1991, and should be completed by next Fall.

Meanwhile, \$2,000,000 has been allocated by the Legislature and approved by the Governor for the renovation of Grainger, one of our largest classroom buildings, constructed in 1890. The renovation is estimated to take a year. Grainger's exterior was restored during 1989-90.

## Enrollment and SAT's Up

In contrast to many colleges nationwide last year, Longwood's enrollment reached all-time highs for both the Fall and Spring Semesters, and SAT averages for entering freshmen rose 17 points while national and Virginia averages declined. Longwood's SAT average of 959 is 59 points above the national average and 64 above the Virginia average.

The total on-campus Fall enrollment was 3,173, a gain of 35 over the previous year. Off-campus enrollments, especially at our Halifax-South Boston Continuing Education Center, boosted the total by 156. We had the largest number of transfer students ever, 247; a near doubling of the Graduate Program enrollment to 392; and an increase of new black students from 48 to 60 (minority students now make up 9.6 percent of the student body). The female-male ratio remains about two-to-one.

Since we accepted only 59 percent of our applicants, Longwood continues to be Virginia's fifth most selective public institution.

The Public Affairs Office, which provides marketing support to the Admissions Office and other College units, received eight prestigious national and regional awards in 1990-91, including the Grand Award for the best Student Recruitment Materials among all colleges and universities in the South, and the runnerup award for the best "Total Publications Program" in the South. The Office also won national awards for newspaper and television advertising and for several individual publications. News placements throughout Virginia increased significantly over the previous year and, combined with other efforts, were helpful in boosting the College's reputation, image, enrollment, and placement of graduates.

Our graduating seniors maintained an excellent record of finding desirable positions and were aided by the Office of Career Planning and Placement. While many colleges and universities are reporting problems in placing graduates, the placement rate for Longwood graduates continues to be 94 percent.

## Faculty Efforts Motivate Students

A recent report\* shows that the academic ability, preparation, and effort of Longwood students have all increased in the past three or four years -- and their performance in the classroom is reflecting these gains. Certainly, the faculty's diligent effort to provide a more challenging and supportive climate in and out of the classroom is a major factor in this recent rise in academic performance.

\* Trends in Academic Performance, Ability, Preparation and Effort, Longwood College 1966-90. The report was prepared by Dr. Edward D. Smith, professor of psychology and interim associate vice president for academic affairs.

Indeed, Longwood students perceive that their professors do a very good job of teaching. An assessment survey of 217 seniors resulted in a 90 percent or higher satisfaction level with instruction, availability of faculty, faculty qualifications, major programs, and the overall Longwood experience. The percentage of students marking "Very Satisfied" or "Satisfied" is considerably higher than comparative figures from other Virginia colleges and universities.

While the primary job of our faculty is to teach, they also do important research, write, create, and publish. During 1990-91 they contributed more than 100 articles and papers to professional journals and meetings.

Among faculty members involved internationally, Art Professor Randall Edmonson exhibited pottery at a gallery in New Zealand; Music Professor Bruce Montgomery participated in a music festival in Wales; Sociology Professor Kenneth Perkins presented a paper at an international conference of scholars in England; Physical Education Professor and Golf Coach Barbara Smith attended the first World Scientific Congress of Golf in Scotland; and Interior Architecture Professor John Burke made a presentation in San Francisco at the International Conference on Making Cities Livable.

Two important academic leadership positions were filled at the end of 1990-91 with the appointment of new deans for two of Longwood's three schools.

After a national search, Dr. Berkwood Farmer was chosen dean of the School of Business and Economics. A native Virginian, he comes to us from the Virginia Department of Economic Development, where he was senior economist. In an on-campus search, Dr. William L. Frank, professor of English, was appointed dean of the School of Liberal Arts and Sciences. At Longwood since 1968, he has distinguished himself as a teacher, scholar, and administrator.

## **Enhancing Academic Endeavors**

This year we successfully implemented our new General Education program. Recent assessments show that students are being required to write more papers, to make greater use of the library and of computers, to become more involved in problem-solving, and to delve deeper into issues of ethics and diversity. Information from these assessments will enable faculty to make adjustments in courses next year to further increase student success, with special emphasis on improving writing and computer skills and the use of the Library. We are especially pleased that students in the new, and more difficult, general-education courses in mathematics performed as well as they had done in the old math courses.

Mini-grants made possible through special state-awarded "Funds for Excellence" have enabled several faculty members to revise and update courses (or to develop new courses) as called for in our Strategic Plan and the report of Virginia's Commission on the University of the 21st Century. Courses have been enriched by the addition of gender, minority, and global perspectives, technological innovations, and opportunities to develop communication skills.

Another Funds for Excellence grant will generate a campus-wide theme throughout 1991-92 on "Internationalization and the Global Community." International speakers and cultural events are being planned as part of an effort to nourish a more intellectual and cultural environment outside of class.

During the past year, the College's international dimension was significantly enhanced by faculty exchanges. Dr. Eike Reich, a chemistry professor at Humboldt University in what was East Berlin, taught at Longwood, and Dr. Pat Barber of our chemistry program taught and did research at Humboldt and other German institutions. Also, Dr. John S. Peale, professor of philosophy, and his wife Lydia, an adjunct member of the English faculty, were in Beijing, China, for a one-year teaching assignment at the College of Foreign Affairs. And during the Fall Semester, Chen Fusheng, a professor at Jiangxi University in China, taught in our Department of Mathematics and Computer Science.

As a result of cooperative arrangements and contacts with Eastern European universities I was asked to organize and moderate a keynote forum on "Higher Education in Eastern Europe" at the annual meeting of the Southern Association of Colleges and Schools (SACS) last December. Featured speakers were Dr. Dieter Hass, former Rector of Humboldt (who spoke at our Commencement in 1990), and Dr. Zdenek Lojda, a renowned chemist and pro-rector from Charles University in Prague, Czechoslovakia, who visited Longwood to speak to faculty and students just prior to the SACS meeting.

## National Success in Sports

Under the leadership of our new director of athletics, Tom Fletcher, we have taken steps to strengthen intercollegiate sports and to develop scholar-athletes. Among notable successes in 1990-91 were the second-place finish by the women's golf team in the National Golf Coaches Association Tournament and the first-place finish by the men's baseball team in the NCAA Division II South Atlantic Regional, followed by a victorious advance to the semi-finals of the Division II College World Series.

We're particularly proud of scholar-athletes like Dennis Hale, who was chosen the Region's "Pitcher of the Year" for the second consecutive year and Longwood's "Outstanding Male Athlete." He was graduated Summa Cum Laude with a major in physics and a minor in mathematics.

Baseball Coach Buddy Bolding was named the Region's Coach of the Year, leading the Lancers to a 35-6 regular-season record, the most wins and fewest losses in school history.

Some of our former athletes continue to bring fame to Longwood through their outstanding professional careers -- Tina Barrett in the Ladies Professional Golf Association and Jerome Kersey of the Portland Trail Blazers, which had the best won-lost record during the regular season of the National Basketball Association.

## Enhancing the Quality of Campus Life

During 1990-91, more than 1,100 Longwood students participated in a study of "Quality of Life" in the residence halls. Eighty-three percent expressed satisfaction--an increase of five percent from a similar survey in 1987. Ninety percent said they felt safe in the residence halls; 76 percent said a spirit of community exists on their floor; and 75 percent said that living in their residence halls contributed positively to their college education.

In an independent study by a Pennsylvania firm, 98.5 percent of our students rated the Longwood dining program as a satisfying experience-- a seven percent increase from a study in 1989.

While these surveys were encouraging, we felt that the quality of life on campus could and should be improved, and we have made many special efforts to develop a student culture where care, involvement, and academic success have high priorities.

Campus programs have encouraged students to devote their energy and time to doing their best in academic, social, and personal experiences; to discover the importance of helping others; to pursue responsible choices regarding honor, citizenship, and respect and tolerance for human differences; to discover themselves and their talents; and to realize their full potential as individuals.

With some 110 campus organizations, and nearly 400 students serving as officers, we started a leadership-education program for students. We held a Fall Workshop; a leadership conference away from campus; an emerging leaders program to teach leadership skills; and a series of "Leadershops."

We promote student involvement in programs where students can serve as role models, examples, leaders, helpers, and teachers among their peers. Thus, Resident Assistants live on each residence hall floor, Peer Advisors live on each freshman floor, Peer Helpers offer programs on such topics as sexually transmitted diseases, substance abuse, and stress management, and Orientation Leaders work with new students in the summer and fall.

Our first-year students in 1990-91 established a strong class spirit of unity and involvement. They formed a Class Council with representatives from each residence hall floor and from commuters. They established the first Freshman Class Hall of Fame with 104 students identified for their accomplishments and involvements. And they held a well-attended dance where true camaraderie was evident.

1990-91 marked the 80th anniversary of Longwood's Honor System. The *Student Handbook* included student essays about the meaning of honor, and an Honor Symposium sparked lively discussion and debate about the nature of honor and its application to student life.

## Enhancing Civility and Security

To further improve the campus environment, we responded to Governor Wilder's call for greater attention to civility by devoting an entire week to programs on the subject. We were the first Virginia college or university to do so. Secretary of Education James W. Dyke addressed the campus community and was widely quoted in the news media. Mary Futrell, the former president of the National Education Association, also spoke. There were programs on hazing, drinking, and AIDS, as well as a Casino Night, where students enjoyed games with no alcohol. We also conducted a Student Appreciation Dinner, with faculty, staff, and administrators serving students.

In the aftermath of arrests and indictments of students on drug-distribution charges at other Virginia institutions, I sent a letter to all Longwood students, reminding them "that illegal drug use carries extremely serious consequences." My letter stated, in part:

"We desire to maintain an atmosphere at Longwood that encourages academic achievement and purposeful activity. Illegal drug use and alcohol abuse have no place in our community."

A focus on responsible drinking through alcohol education and regular alcohol-free programs was led by a team of seven students and two staff members. Among other activities, they presented programs to the Longwood Seminar and promoted "A Break to Remember" for Spring Break. More than 200 students signed pledges to drink responsibly and not to drink and drive.

A good campus environment is one in which students are secure. Longwood is currently one of the safest campuses in Virginia, and we took several precautions during the past year to help maintain that position. For example, we rekeyed all residence halls; we restricted access to master keys; we replaced all exterior doors with a vandal-resistant fiberglass compound; we installed an electronic access-control system in all residence halls except the Colonnades; and we conducted educational programs about safety.

Our crime statistics are reported in accordance with definitions used by the Federal Bureau of Investigation. The following crime figures for 1990 are among the lowest in Virginia: Murder, 0; Rape, 0; Robbery, 1; Aggravated Assault, 2; Burglary, 2; Motor Vehicle Theft, 0; Liquor Law Violations, 14; Drug Abuse Violations, 0; and Weapons Possessions, 0.

## Expanding Public Service Programs

Longwood is rapidly becoming the main center for public service in the region.

The most recent development is the decision of the Governor and the General Assembly to establish at Longwood a new Southside Virginia Business and Education Commission. This permanent Commission is made up of 21 business and education leaders appointed by the Governor. It is expected to have a profound impact on business involvement in public education in Southside Virginia.

This Commission was recommended by another gubernatorial commission appointed in 1990 to study the region's needs for economic development. As a member of that commission and of its Task Force on Education, I have been intimately involved in the development of several proposals that should be of substantial benefit to the region.

A related activity was an important forum held at Longwood in June, 1991, and co-hosted by Virginia Power and Longwood's Small Business Development Center, which has assisted more than 450 companies and is regarded as "a national model for rural communities." The forum focused on business and education cooperation to meet the needs for the region's workforce after the year 2000.

Another example of the State's recognition of Longwood's central public service role was our selection as the site for a new regional office of the Virginia Department of Education. The office began functioning this past Spring and is headed by Richard Layman. An outgrowth of the Department's "customer-oriented" philosophy, the office is focusing on service and technical assistance to local school divisions in 11 counties.

Longwood's own public service programs were the main subject of Governor Wilder's statewide TV report in December, 1990. He singled out and praised Longwood for "combating financial cutbacks with innovative programs and resource sharing." The program cited Longwood's cooperative activities with public schools through the Superintendent's Network, the Library Network, the proposed purchasing consortium, and joint fund-raising.

The College has combined its educational and public service missions in the Longwood Developmental Center. The latter assists schools within our region to address the needs of hearing-impaired and mentally retarded persons, and it provides a clinical setting for the training of Special Education teachers. We were fortunate to receive \$42,840 from the General Assembly this year to support the Center's programs. In early 1991 this Center became a satellite site for the Crater Child Development Clinic in Petersburg. Families in the seven-county area surrounding Farmville can now come to Longwood for diagnostic assessments by a developmental pediatrician, a child psychologist, a pediatric nurse, an educational consultant, and a social worker. Charges are based on ability to pay. The Center also has become the lead agency for the federally sponsored Local Interagency Network for Children (LINC), which seeks to address problems in infants and toddlers and thereby reduce the number later requiring special education.



Our off-campus Halifax County/South Boston Continuing Education Center (CEC) affords area residents a broad range of opportunities for pursuing college degrees in a variety of disciplines. Through CEC, Longwood offers undergraduate degrees in Business Administration, with concentrations in management and accounting, as well as graduate degrees in Education, with concentrations in Guidance and Counseling and College and Community Counseling. Our downlink satellite at CEC also enables students to receive programs from other Virginia institutions. Also, CEC's Volunteer Literacy Program has trained more than 200 volunteers and assisted more than 200 adults.

In a further effort to share resources and expand services to the region, we have joined with three other colleges-- Hampden-Sydney, St. Paul's, and Southside Virginia Community College-- to form the Southside Higher Education Consortium. This grouping of diverse institutions has the potential to focus higher education for the region's benefit, particularly in educating and training the labor force.

## **New Master Plan Envisioned**

Longwood's new Master Plan -- proposed for Board of Visitors action in July -- will guide the development of the campus for the next several years.

An architectural firm from Hampton -- Hanbury, Evans, Newill, Vlattas & Company-- developed the plan after consultations with a large number of individuals and groups representing the major Longwood constituencies. Issues were identified, and solutions to problems and issues were proposed and discussed with the President's Cabinet, the Community Advisory Committee, and the College Council.

The Plan would direct visitors to approach the campus from St. George Street (which connects Route 15 to the historic front campus on High Street); create a "pedestrian, landscaped spine for the campus" by closing Pine Street (the north-south street that cuts the campus in half) and making it a pedestrian mall; enhance aesthetics on the Main Street side from the athletic fields to the high-rise residence halls by planting a double row of trees; locate parking areas and residence halls on the outer edges of the campus; construct the Fine Arts Center as a "connector" between the art and music buildings; create a "visual and activity focal point" in the center of the campus, with dining facilities and other additions to the Lankford Student Union and Iler Building; improve pedestrian and vehicular access from the main campus to Longwood Estate; and centralize athletic and recreation activities in the southern tip of the campus triangle, with the Wynne Building used for locker rooms and other sports-related purposes.

Planners felt that athletic facilities could be further developed on the south tip of the campus without forcing the re-location of private residents in that area.

The Plan recognizes the aesthetic value of the historic neighborhood across from and north of the front campus and suggests that Longwood should become a "conservator" of that area. The goal is not to own the neighborhood, and not to use condemnation, but rather to acquire properties offered for sale and then to use them for special housing and special programs, while maintaining them in a quality that enhances the neighborhood.

An editorial in *The Farmville Herald* said that the Master Plan combines "a grand vision with realistic compassion. . . . Longwood has done a good job of listening to its neighbors. The Plan seems very sensitive and humane. . . . [It] will make Longwood . . . a more attractive college. Our whole community will benefit. . . ."

The completed Master Plan will be submitted to the State for approval. It will not contain a specific time line for changes and additions, but will include suggestions on which projects should be undertaken first in each major category as funding permits.

## Keeping Tuition as Low as Possible

State officials tell us Longwood is getting a reputation for "doing a lot with a little," for getting the most out of every dollar. We're not going to sacrifice quality but, at the same time, we're not going to waste money on those things that don't benefit students.

Our management efficiency is demonstrated, in part, by our meeting the Governor's Management Standards for the third consecutive year. That enables us to carry funds over from one year to the next. To meet the Standards, we must pay bills on time, collect money due to the College, be audited with no major problems, and have unqualified audits.

The combination of wise spending, efficient management, and the development of high-quality programs explains, in part, why we're listed in a national guidebook as one of the best values in American higher education.

It also explains why our total increase in tuition and fees for Virginia students is one of the lowest among all state colleges and universities. The increase for the 1991-92 academic year totals \$426 (6.7 percent), from \$6,308 in 1990-91 to \$6,734. These figures include tuition, fees, room, and board. For out-of-state undergraduates who live on campus, the increase will be 14.3 percent, from \$9,044 to \$10,334. This increase for non-Virginia students will bring our tuition structure to full compliance with the state-mandated 1:3 ratio for in-state versus out-of-state costs.

## Future Uncertainties

Virginia's economic crunch has resulted in major cutbacks in funding for all Virginia colleges and universities. For Longwood, the amount totals \$1,300,000. All of next year's tuition increase will be used to offset a portion of the revenue loss. But the College's total internal operating budget of \$29,202,511 for 1991-92 will still be \$410,783 less than it was this past year.

Despite faring better than almost all other colleges and universities in the last session of the General Assembly, we have absorbed major base budget cuts because of the State's failure to generate the projected level of revenues. Thus, the adequacy of future financial resources for Longwood is very much in question at the time of writing this Report. And while we will do everything in our power to assure effective use of available resources, any further reductions in state funding will adversely affect all aspects of the College.

The success of private fund-raising therefore becomes more important than ever. We have appreciated the loyalty and support of our alumni and friends over the years and, most especially this past year, with total contributions exceeding \$1,000,000 (an Honor Roll of Donors will be added to this report when it is printed for public distribution). Private contributions have never meant more to the College. In difficult times, increased private support is absolutely essential to maintain and enhance excellence at Longwood.

The strength of Longwood is in the strength of its people--alumni, faculty, students, staff, administrators, Board members, and friends. I, for one, believe that with the support of our constituents, the College's future will be secure and that her contributions in the 21st century will inspire even greater loyalty and pride.

William F. Dorrill, President

ITEM # 1

ACTION ITEM

Approval to Discontinue  
the Bachelor of Science Degree Programs in English and History

**Background:** Longwood College traditionally offered both the B.A. and B.S. degree programs in English and History. Additions or discontinuations of degree programs require approval by the Board of Visitors and the State Council of Higher Education.

**Rationale:** The English faculty recommends deletion of the Bachelor of Science in English. No students are seeking this degree. The Bachelor of Arts degree, which requires foreign language study, is considered the appropriate degree. The recommendation is supported by the Dean of Liberal Arts and Sciences and the Vice President for Academic Affairs.

The History and Political Science faculty recommends deletion of the Bachelor of Science in History. No students are seeking the Bachelor of Science degree. The Bachelor of Arts degree, which requires study of foreign languages, is the appropriate degree. The recommendation is supported by the Dean of Liberal Arts and Sciences and the Vice President for Academic Affairs.

**Action Requested:** The Board of Visitors is requested to approve the President's recommendation to delete the Bachelor of Science degree programs in English and History from its degree inventory.

**ITEM #2**

**BUSINESS AFFAIRS**

**ACTION ITEM  
APPROVAL OF PROPOSED MASTER PLAN**

**BACKGROUND:** Approved Master Plans are required to be on file in Richmond for each public-supported institution of higher education. The College's current Master Plan received a conditional approval by the State in 1989. The approval required that a new plan be developed and submitted in 1991. The Board of Visitors authorized funding to prepare a new master Plan and the College hired the firm of Hanbury, Evans, Newill and Vlattas to assist in that endeavor. At the April, 1991 meeting of the Board, the proposed Master Plan was approved "in concept."

**ACTION REQUESTED:** The Board of Visitors is requested to approve the President's recommendation that the proposed Master Plan be approved as presented.

**RATIONALE:** The proposed Master Plan has not changed since the April meeting of the Board of Visitors. Farmville's Town Council endorsed the plan as presented at a recent meeting. A special presentation was made to residents of the area affected by the Master Plan. There were no significant problems cited at that meeting.

**NOTE:** Copies of the Master Plan will be mailed under separate cover due to the awkward size of the document. Representatives from the firm of Hanbury, Evans, Newill and Vlattas will attend meetings of both the Facilities Committee and the Board of Visitors to present the Master Plan and to answer any questions Board members might have.

**ITEM #3**

**BUSINESS AFFAIRS  
INFORMATION ITEM  
CURRENT STATUS OF  
1990-92  
CAPITAL IMPROVEMENT PROJECTS**

Attached are summary sheets on the College's major capital projects for the 1990-92 biennium. You will note that they have been organized into three (3) major groups. Projects Under Construction (Pages 1-5), Projects in Design or Bid Stage (Page 6), and Projects Delayed Indefinitely (Pages 7-8).

Attachments

**PROJECTS UNDER  
CONSTRUCTION**





**BEDFORD VENTILATION IMPROVEMENTS**

**PROJECT INSPECTOR:** Kim Arritt  
**ARCHITECT/ENGINEER:** Smithey & Boynton  
**CONTRACTOR:** WACO, Inc.  
**PROJECT BUDGET:** \$277,000.00

**PROJECT CODE:** 214-14454  
**P.O. NUMBER:** A002265  
**P.O. NUMBER:** A008143  
**ITEM NUMBER:** C-110.3

\*\*\*\*\*

<u>SCHEDULE FOR COMPLETION</u>	<u>PLANNED</u>	<u>ACTUAL</u>
Architect/Engineer Selection	MAR 31, 1989	MAR 31, 1989
Approval of Schematic Drawings	N/A	N/A
Approval of Preliminary Drawings and Specifications	JUN 27, 1989	JUL 24, 1989
Approval of Working Drawings and Specifications	NOV 16, 1989	MAR 11, 1991
Advertise for Bids	NOV 26, 1989	MAR 15, 1991
Bid Opening	DEC 12, 1989	APR 17, 1991
Contract Award	MAY 01, 1991	MAY 13, 1991
Start of Construction	MAY 13, 1991	MAY 14, 1991
Completion of Construction	AUG 31, 1991	

**Drawings/Specifications - Percent Complete:** 100%  
**Construction - Percent Complete:** 25%

**Project Status:**

\*\*\*\*\*Last Update: July 15, 1991\*\*\*\*\*

**WYNNE ROOF REPLACEMENT**

<b>PROJECT INSPECTOR:</b> Melvin Moore	<b>PROJECT CODE:</b> 214-15076
<b>ARCHITECT/ENGINEER:</b> Maitland & Kuntz	<b>P.O. NUMBER:</b> A000693
<b>CONTRACTOR:</b> Consolidated Industrial Roofing, Inc.	<b>P.O. NUMBER:</b> TBA
<b>PROJECT BUDGET:</b> \$200,000.00	<b>ITEM NUMBER:</b> B-35

\*\*\*\*\*

<u>SCHEDULE FOR COMPLETION</u>	<u>PLANNED</u>	<u>ACTUAL</u>
Architect/Engineer Selection	JUN 28, 1989	JUN 28, 1989
Approval of Schematic Drawings	MAR 26, 1990	
Approval of Preliminary Drawings and Specifications	OCT 09, 1990	
Approval of Working Drawings and Specifications	DEC 06, 1990	MAR 25, 1991
Advertise for Bids	DEC 16, 1990	APR 07, 1991
Bid Opening	MAY 02, 1991	MAY 02, 1991
Contract Award	MAY 16, 1991	JUN 13, 1991
Start of Construction	MAY 16, 1991	
Completion of Construction	AUG 16, 1991	

**Drawings/Specifications - Percent Complete: 100%**  
**Construction - Percent Complete: 5%**

**Project Status:**

\*\*\*\*\*Last Update: July 15, 1991\*\*\*\*\*

BEDFORD ROOF REPLACEMENT

PROJECT INSPECTOR: Kim Arritt

ARCHITECT/ENGINEER: Edgerton Associates

P.O. NUMBER: A004884

CONTRACTOR: Shen Valley Roofing

P.O. NUMBER: A008146

PROJECT BUDGET: \$60,000.00

BUDGET CODE: 7-70123

\*\*\*\*\*

<u>SCHEDULE FOR COMPLETION</u>	<u>PLANNED</u>	<u>ACTUAL</u>
Architect/Engineer Selection	JAN 17, 1991	JAN 17, 1991
Approval of Working Drawings and Specifications	FEB 11, 1991	FEB 11, 1991
Advertise for Bids	MAR 11, 1991	MAR 11, 1991
Bid Opening	APR 04, 1991	APR 04, 1991
Contract Award	APR 15, 1991	MAY 23, 1991
Start of Construction	JUL 22, 1991	
Completion of Construction	SEP 27, 1991	

Drawings/Specifications - Percent Complete: 100%

Construction - Percent Complete: 5%

Project Status:

\*\*\*\*\*Last Update: July 15, 1991\*\*\*\*\*

**LONGWOOD HOUSE - EXTERIOR REPAIRS**

**PROJECT INSPECTOR:** Kim Arritt

**PROJECT CODE:** TBA

**ARCHITECT/ENGINEER:** Maitland & Kuntz

**P.O. NUMBER:** A005589

**CONTRACTOR:** TBA

**P.O. NUMBER:** TBA

**PROJECT BUDGET:** \$50,000.00

**BUDGET CODE:** 3-50116

\*\*\*\*\*

**SCHEDULE FOR COMPLETION**

**PLANNED**

**ACTUAL**

Architect/Engineer Selection	AUG 21, 1990	AUG 21, 1990
Approval of Working Drawings and Specifications	OCT 03, 1990	JAN 14, 1991
Advertise for Bids	OCT 14, 1990	MAY 12, 1991
Bid Opening	JUL 03, 1991	JUL 03, 1991
Contract Award	JUL 08, 1991	
Start of Construction	JUL 15, 1991	
Completion of Construction	OCT 15, 1991	

**Drawings/Specifications - Percent Complete:** 100%

**Construction - Percent Complete:** 0%

**Project Status:** Andrews, Large & Whidden, Inc. is the apparent low bidder for this project. Their bid price is \$56,066.00.

\*\*\*\*\*Last Update: July 15, 1991\*\*\*\*\*

**PROJECTS IN DESIGN**

**OR**

**BID STAGE**

**PROJECTS DELAYED**

**INDEFINITELY**

GRAINGER - INTERIOR RENOVATIONS

PROJECT INSPECTOR: Kim Arritt PROJECT CODE: 214-14012
ARCHITECT/ENGINEER: The Benham Group P.O. NUMBER: A000516
CONTRACTOR: To be selected P.O. NUMBER: TBA
PROJECT BUDGET: \$2,189,800.00 ITEM NUMBER: A-26

\*\*\*\*\*

Table with 3 columns: SCHEDULE FOR COMPLETION, PLANNED, ACTUAL. Rows include Architect/Engineer Selection, Approval of Schematic Drawings, Approval of Preliminary Drawings and Specifications, Approval of Working Drawings and Specifications, Advertise for Bids, Bid Opening, Contract Award, Start of Construction, Completion of Construction.

Drawings/Specifications - Percent Complete: 100%
Construction - Percent Complete: 0%

Project Status: Awaiting funding approval.

\*\*\*\*\*Last Update: July 15, 1991\*\*\*\*\*

**ADDITION TO BEDFORD  
FINE ARTS CENTER**

<b>PROJECT INSPECTOR:</b> Melvin Moore	<b>PROJECT CODE:</b> 214-15061
<b>ARCHITECT/ENGINEER:</b> Smithey & Boynton	<b>P.O. NUMBER:</b> A001801
<b>CONTRACTOR:</b> To be selected	<b>P.O. NUMBER:</b> TBA
<b>PROJECT BUDGET:</b> \$1,105,000.00	<b>ITEM NUMBER:</b> TBA

\*\*\*\*\*

<u>SCHEDULE FOR COMPLETION</u>	<u>PLANNED</u>	<u>ACTUAL</u>
Architect/Engineer Selection	AUG 01, 1989	AUG 24, 1989
Approval of Schematic Drawings	OCT 06, 1989	
Approval of Preliminary Drawings and Specifications	DEC 06, 1989	
Approval of Working Drawings and Specifications	APR 10, 1990	
Advertise for Bids	APR 21, 1990	
Bid Opening	JUN 11, 1990	
Contract Award	JUN 21, 1990	
Start of Construction	JUL 02, 1990	
Completion of Construction	MAY 03, 1991	

**Drawings/Specifications - Percent Complete:** 10%  
**Construction - Percent Complete:** 0%

**Project Status:** Schematic drawings and specifications were approved by the Art and Architectural Review Board on April 6, 1990. These plans are now under review by the Fine Arts Center Advisory Committee. The project remains on hold pending recommendations from the Advisory Committee.

\*\*\*\*\*Last Update: July 15, 1991\*\*\*\*\*



**HANDICAPPED ACCESS - WYGAL**

**PROJECT INSPECTOR:** Melvin Moore

**PROJECT CODE:** 214-13650

**ARCHITECT/ENGINEER:** Maitland & Kuntz

**P.O. NUMBER:** A001687

**CONTRACTOR:** TBA

**P.O. NUMBER:** TBA

**PROJECT BUDGET:** \$32,120.00

**BUDGET CODE:** 7-70110

\*\*\*\*\*

**SCHEDULE FOR COMPLETION**

**PLANNED**

**ACTUAL**

Architect/Engineer Selection

Approval of Working Drawings  
and Specifications

NOV 10, 1989

JAN 26, 1990

Advertise for Bids

DEC 28, 1989

Bid Opening

JAN 23, 1990

Contract Award

FEB 01, 1990

Start of Construction

MAR 05, 1990

Completion of Construction

MAY 17, 1990

**Drawings/Specifications - Percent Complete:** 100%

**Construction - Percent Complete:** 0%

**Project Status:** Drawings and specifications are complete. Project is on hold due to funding cuts.

\*\*\*\*\*Last Update: July 15, 1991\*\*\*\*\*

**ITEM #4**

**BUSINESS AFFAIRS  
ACTION ITEM**

**REQUEST FOR ALLOCATION FROM AUXILIARY RESERVE FUNDS**

**BACKGROUND:** The College maintains an auxiliary reserve fund to cover costs associated with major repairs and equipment as well as renovations needed in auxiliary supported facilities. The auxiliary reserve fund has been developed over the years by purposely budgeting revenues to exceed expenses in the auxiliary enterprise operations of the College.

Each year the College reviews its major repair, renovation, and equipment requirements in the auxiliary supported facilities and determines the most critical needs. A request to fund these needs is then presented to the Board for approval.

**ACTION REQUESTED:** The Board of Visitors is requested to approve the President's recommendation that \$690,000 funds be allocated from auxiliary reserves to fund the projects listed on the attached.

**RATIONALE:** The amount budgeted to increase the auxiliary reserve fund as of June 30, 1991 is \$358,600. The amount will actually be closer to \$450,000. Funds budgeted to revert to the auxiliary reserve fund next year were set by Board action in April of this year at \$357,600 based on enrollment projections calculated at that time. Since then, admissions is reporting a significant increase in paid deposits. The expectation now is that, due to the anticipated increase in enrollments, the amount that will eventually revert to the auxiliary reserve fund at June 30, 1992 will be around \$450,000. It is projected that the auxiliary reserve fund balance as of June 30, 1991 will be \$1,850,000 and decrease to \$1,610,000 by June 30, 1992 if this request is approved.

Attachment

REVISED

**PROPOSED AUXILIARY RESERVE  
PROJECTS  
1991-92**

1.	Construction of Fire Lane in Front of High Rises	\$ 20,000
2.	Curry/Frazer Fire Alarm Modifications	\$ 37,000
3.	Curry/Frazer Parapet Repairs	\$ 72,000
4.	Window Replacement - Frazer	\$ 100,000
5.	Curry/Frazer Commons Area Roof	\$ 70,000
6.	Renovation of Baseball Field	\$ 195,000
7.	Phase II of Mall Project and Renovation of New Smoker	\$ 196,000
8.	Auxiliary Maintenance Projects	\$ 200,000
9.	Renovation of Post Office	\$ 130,000
10.	Landscaping	\$ 100,000
11.	Gateway (Across from McDonalds)	\$ 100,000
12.	Exterior Signs	<u>\$ 16,000</u>
	<b>TOTAL</b>	<b>\$1,236,000</b>

**PROPOSED AUXILIARY RESERVE  
PROJECTS  
1991-92**

1.	Construction of Fire Lane in Front of High Rises	\$ 20,000
2.	Curry/Frazer Fire Alarm Modifications	\$ 37,000
3.	Curry/Frazer Parapet Repairs	\$ 72,000
4.	Window Replacement - Frazer	\$100,000
5.	Curry/Frazer Commons Area Roof	\$ 70,000
6.	Renovation of Baseball Field	\$195,000
7.	Phase II of Mall Project and (sum. 12) Renovation of <u>New Smoker</u>	<u>\$196,000</u>

TOTAL

\$690,000←

down to 350,000 due  
to enrollments being up

8. + 1,3,5 a pg 3

**BUSINESS AFFAIRS**

**POSSIBLE ADDITIONAL AUXILIARY RESERVE FUND PROJECTS**

①	Building Maintenance (See Attached)	\$396,502	210,449
2.	Post Office Renovation	\$130,000	
③	Landscaping	\$100,000	
4.	Gateway (Across from McDonalds)	\$100,000	
⑤	Signage	16,000	

**MAINTENANCE NEEDS IN AUXILIARY BUILDINGS**

#16

1.	Cox, Wheeler Ceiling (1st Floor)	\$ 20,000
2.	South Tabb Floor Tile (1st Floor)	\$ 12,000
3.	Frazer - Pi Kappa Chapter Room Floor Tile	\$ 8,000
4.	Heating and Ceiling Units for Curry/Frazer (8)	\$ 8,000
5.	Lights in Front of Cunninghams (4)	\$ 4,000
6.	Barlow Tennis Court Lights	\$ 2,400
7.	RegROUT Showers - Curry/Frazer	\$ 8,000
8.	RegROUT Showers - Cox	\$ 9,000
9.	New Lights in Wheeler Rooms	\$ 9,000
10.	Reinsulate Valves, Pipes, Tanks and Equipment in Curry/Frazer	\$ 10,000
11.	Condensate Pumps and Tanks - South Cunningham, Cox and Wheeler, Lankford	\$ 8,000
12.	Heating Pumps, By-pass Piping and Valves, Cox, Wheeler, Stubbs and South Cunningham	\$ 8,500
13.	Hot Water Tank Steam Control Valves	\$ 12,000
14.	Pressure Booster Pump - Curry	\$ 8,000
15.	Floor Tile in Curry/Frazer	\$ 27,602
16.	French Pool Repairs	\$ 50,000
17.	Ceiling Repairs in French, Tabb and Ruffner	\$ 13,000
18.	Lankford Retaining Wall	\$ 9,000
19.	Old Tabb Colonnade	\$ 58,000
20.	Cunningham Retaining Walls	\$ 85,000
21.	Coyner and Hiner Retaining Walls	\$ 18,000
22.	Lankford Mechanical Room Ceiling	\$ 9,000
	TOTAL	\$396,502

**ITEM #5**

**BUSINESS AFFAIRS**

**ACTION ITEM  
APPROVAL OF GOLF COURSE CHARGES**

**BACKGROUND:** The authority to set fees is rested in the Board of Visitors through the Code of Virginia.

The College's golf course is operated as an auxiliary enterprise activity. Revenue to support the golf course comes from user fees and student fees (comprehensive fee). The ideal situation, which the College is attempting to achieve, is to cover the cost of operating the golf course totally through user fees.

**REQUEST:** The Board of Visitors is requested to approve the President's recommendation that the attached fee schedule for the golf course be adopted effective August 1, 1991.

**RATIONALE:** The College's golf course committee has reviewed the proposed golf fees and recommends their approval. If approved, the revenue generated from these fees should totally cover the cost of operating the golf course. The last time fees at the golf course were increased was in July, 1989. The fees proposed are in line with those charged at other area golf courses.

**PROPOSED FEE SCHEDULE**  
**LONGWOOD COLLEGE GOLF COURSE**  
**EFFECTIVE AUGUST 1, 1991**

		<u>Increase to:</u>
<b>1. Dues</b>		
A. Single Member	\$250	\$325
B. Family Member	\$325	\$400
C. Senior Citizen (Single)	\$175	\$250
D. Senior Citizen (Family)	\$250	\$350
E. Longwood Employee (Single)	\$ 50	No change
F. Longwood Employee (Family)	\$125	No Change
<b>2. Green Fees</b>		
A. Adults	\$7.00 Weekdays	\$ 8
	\$9.00 Weekends & Holidays	\$ 12
B. High School Students	\$4.00 Weekdays	\$ 5
	\$5.00 Weekends & Holidays	\$ 6
C. Faculty/Staff	\$1.00	\$ 2
<b>3. Cart Rentals</b>		
A. 9-Hole Rate	\$ 7.00*	\$ 8*
B. 18-Hole Rate (*plus sales tax)	\$ 12.00*	\$ 14*
C. Private Cart	\$150.00	\$200



**Amelia Golf and Country Club**  
Amelia

9 Hole Facility

Annual Dues \$440 - Single or Family Annual  
Stock - Required \$250  
Initiation Fee - \$200

Green Fees - \$10 Weekdays - \$12 Weekends and Holidays

Carts - \$12 Weekdays - \$14 Weekends and Holidays

Private Carts - None

No Reduced Green Fees - Children

No Reduced Memberships - Non-Residents

**Briery Country Club**  
Keysville

9 Hole Facility

Dues - \$330 Annual Single or Family

Stock - Required One (1) Share @ \$100

Initiation Fee - \$400 Not Present - \$200 Effective July 1, 1991

Green Fees - \$9.00 Week Days - \$12.00 Weekends and Holidays

Carts - \$7.00 Nine (9) Holes - \$12.00 for 18 Holes

Private Carts - Yes - Storage \$125.00 Gas  
\$150.00 Electronic

No Reduced Green Fees - Children

**Crew Country Club**  
Crewe, VA

9 Hole Facility

Annual Dues - \$370.00

Stock Required - \$1,200 to \$1,500 Open Market  
Plus-\$50.00 Transfer Fee

Green Fees - \$8.00 Weekdays - \$10.00 Weekends and Holidays

Carts - \$8.00 Nine (9) Holes - \$12.00 for 18 Holes

Private Carts - Storage \$80 annual - Gas  
\$120 annual - Electric

No Reduced Green Fees - Children

**Emporia Country Club**  
Emporia, VA

18 Hole Facility

Annual Dues (Information for member not available - will keep trying)

Stock

Initiation Fee

Green Fees - \$15.00 Weekdays - \$20.00 Weekends

Carts - \$15.00 for 18 Holes - No Nine (9) Hole

Private Cart Fee

**Greens Folly Golf Club**  
South Boston, VA

18 Hole Facility

Annual Dues - \$500 Single or Family  
If paid by January 15 - \$550.00 Thereafter

Green Fees - \$8.00 Weekdays - \$12.00 Weekends

Carts - \$7.00 Nine (9) Holes - \$14.00 for 18 Holes

Stock - None Required

Initiation Fee - Not Required

No Private Carts

Reduced Green Fees as follows:

\$4.00 Off - Everyone - Monday

\$4.00 - Ladies-Thursday

\$4.00 Off - Seniors - Tuesday

\$4.00 - Junior-Friday

**Halifax Country Club**  
Halifax, Virginia

18 Hole Facility

Annual Dues - \$600

Stock - Required \$500

Initiation Fee - \$500.00

Green Fees - \$8.00 Weekdays - \$18.00 Weekends  
(Outsiders must have Members of Club make arrangements)

Carts - \$12.00 18 Holes - \$7.00 Nine (9) Holes

Private Carts - Not Allowed

**Kinderton Country Club**  
Clarksville, VA

18 Hole Facility

Annual Dues - Full-\$480.00; Social-\$300.00;  
Non-Resident - Full-\$350 (Cover 50 Miles)

Initiation Fee - \$100.00

Green Fees - \$7.00 with Member Weekdays  
\$12.00 with Member Weekends and Holidays

Carts - \$12.00 18 Holes

Private Carts - Not Allowed

No Reduced Fees - Children

**Longwood Golf Club**  
Farmville, VA

9 Hole Facility

Annual Dues - \$250.00 - Single; \$325 - Family  
\$175 - Senior (over 62); \$250 - Senior Family

Stock - Not Required

Initiation Fee - Not Required

Green Fees - \$7.00 Weekdays - \$9.00 Weekends and Holidays  
\$4.00 Weekdays - Students or Children  
\$5.00 Weekends and Holidays - Students or Children

Carts - \$7.00 Nine (9) Holes - \$12.00 18 Holes

Private Carts - Yes; \$150 Annual - No Storage

**Lunenburg County Club**  
Kenbridge, VA

9 Hole Facility

Annual Dues - \$500.00

Initiation Fee - Not Required

Stock Required - 35 Shares @ \$10.00 - \$350.00

Carts - \$12.00 18 Holes

Private Carts - \$50 per year and you build storage

No Reduced Fees - Children or Students

**Mecklenburg Country Club**  
Chase City, VA

Annual Dues - \$320.00

Stock - Purchase Required - One (1) Share - \$100.00

Initiation Fee - \$200.00

Green Fees - \$10.00 Monday, Tuesday, Thursday  
\$15.00 Wednesday, Weekends, Holidays

Carts - \$12.00 18 Holes

Private Carts - Not Allowed

No Reduced Fees - Children

**Nottoway River Country Club**  
Blackstone, VA

9 Hole Facility

Annual Dues - \$520.00

Stock - Required - \$600.00

Initiation Fee - \$350.00

Green Fees - \$10.00 Everyday

Carts - \$12.00 18 Holes; \$8.00 Nine (9) Holes

Private Carts - \$100.00 Gas; \$125.00 Electric

**South Hill Country Club**  
South Hill, VA

9 Hole Facility

Annual Dues - \$500

Stock Required Six (6) Shares @ \$60 \$360

Initiation Fee - None

Green Fees - \$8.00 Weekdays; \$10.00 Weekends and Holidays

Carts - \$12.00 18 Holes

Private Carts - Yes - Members Split Electric Bill

No discounts - Children

**Wedgewood Country Club**

9 Hole Facility

Annual Dues - \$600 Full Family  
360 Social Family  
444 Full Single  
300 Social Single  
180 Full Student

Stock Not Required

Initiation Fee - One-half Annual Dues

Green Fees - \$10.00

Cart Fees - \$14.00 18 Holes - One-half Rate Single

Private Carts - Not Allowed

No Reduced Fees - Children

**Emporia Country Club**

Dues - Family

Stock

Initiation Fee

Green Fees - \$15.00 Weekdays - \$20.00 Weekends

Carts - \$15.00 18 Holes - No Nine (9) Hole Cart Rate

Private Cart Fee

ITEM #6

BUSINESS AFFAIRS

ACTION ITEM

APPROVAL OF INCREASE IN STUDENT TUITION DEPOSIT

**BACKGROUND:** Colleges across the country require that students who have been accepted for admission show their intent to enroll by submitting a tuition deposit. (The deposit is refundable up to June 1 each year). For years, Longwood's tuition deposit has been \$150 while deposit amounts at our sister institutions have increased.

**ACTION REQUESTED:** The Board of Visitors is requested to approve the President's recommendation to increase Longwood's tuition deposit for resident students to \$250. No increase is recommended for commuter students.

**RATIONALE:** Except for Old Dominion University. Longwood has the lowest tuition deposit of any state school. Survey results are attached.

Attachment

**SURVEY**

**1991 RESIDENT STUDENT  
TUITION DEPOSITS**

James Madison	\$250.00
Mary Washington	500.00
Norfolk State	500.00
William and Mary	250.00
Virginia Tech	250.00
University of Virginia	250.00
Radford	200.00
Virginia Commonwealth	250.00
Virginia Military Institute	300.00
George Mason	200.00
Virginia State	210.00 (\$150-Dorm, \$60 Orientation)
Christopher Newport	-0-
Old Dominion	50.00
Longwood	150.00

June, 1991

**Reducing Vandalism and Improving Residence  
Hall Appearance**

Prepared by:

**Phyllis Mable**  
Vice President for Student Affairs

**David Rettig**  
Director of Housing

**Sue Saunders**  
Dean of Students

**Richard Hurley**  
Vice President for Business Affairs

July 1991



## **Reducing Vandalism and Improving Residence Hall Appearance**

In response to a Board motion about vandalism and destruction of College property made at the April Board Meeting, an analysis has been prepared along with plans to correct the problems. In addition to dealing with vandalism and property destruction, we believe there is a concomitant need to improve residence hall appearance and cleanliness. Negative impressions of residence hall appearance and lack of cleanliness have been communicated from a number of constituent sources in recent months. This report will present an analysis of vandalism and property destruction in 1988-91 and follow this with plans to address both the vandalism problem and the need to improve residence hall appearance.

### **I. Analysis of Residence Hall Vandalism Fall 1988 through Spring 1991**

Following the April Board Meeting we conducted an analysis of vandalism and property destruction in the residence halls. This has helped us significantly to understand the problem in its complex dimensions and to strengthen our commitment to working together with students to reduce vandalism. Because of the large number of variables, it has been difficult to determine whether there is a dominant trend in incidents of vandalism in one direction or another. For example, each year both Housing and Physical Plant have made more complete reports of damages than were available in previous years. Moreover, in each year we have more fully imposed charges on students for all damage repairs and replacements. Finally, the costs of damage repair and replacement have increased with inflation each year so that it is difficult to make an exact yearly comparison of total costs. Also, in the fall of 1990 there were two unusually expensive instances of vandalism damage to elevators that substantially increased the overall damage estimate from vandalism. Graphs explaining residence hall vandalism are attached including number of incidents, costs of repairs and replacements, and general financial impact on students.

In an effort to improve the condition of the residence halls, we have implemented ways to get each incident of damage promptly reported and repaired -- and the appropriate charge recorded and assigned to appropriate students. The number of incidents has increased in 1990-91, but both the incidents and charges are being noted and handled in more thorough and systematic ways. During this year, we have been able to charge the costs of all damage repairs/replacements to students, either to the responsible student(s) or, when it has been impossible to determine individual responsibility, to students in the area where the

damage occurred -- according to the widely used principle of group responsibility in assessing dormitory damages.

We have been working hard to advise students about damages and costs in residence halls, so that they will be challenged to take responsibility. We are eager to determine who is responsible for damages, and we will be doing a number of things with students in the fall to cause this to happen. Building pride among our students for residence and campus life is the basic challenge. We will be focusing a great deal of attention on this effort.

We use our student judicial system to handle vandalism cases. Possible judicial charges are: damaging property of the College or one of its members, vandalizing property of the College or one of its members, and dropping or throwing any object from any window, or off any roof on campus. The first two charges have disciplinary probation as a minimum recommended sanction, and the last charge carries a minimum recommended sanction of suspension. Students on disciplinary probation know that they are on final warning status. In the event of subsequent misconduct during the probationary period, separation from Longwood will probably occur.

Attached is a graph explaining the judicial status report on vandalism. An individual student could be "responsible" for more than one charge. Charges have included: destruction of ceiling tiles, marking on public hall walls, destruction of furniture, knocking over chairs before graduation, dropping dresser drawers out of windows, throwing bottles/cans out of windows, destruction of posters/bulletin boards, broken windows, ruined mattresses, destruction of personal belongings, damage to automobiles, allowing guests to throw objects from windows, and allowing guests to damage property.

The number of sanctions is higher than the number of "responsible" decisions because more than one sanction is sometimes given for a charge.

## **II. A Plan to Reduce Residence Hall Vandalism**

Housing and Physical Plant staff members have been working together to devise a plan to improve the current situation. Part of the plan includes significant involvement of students, with an expectation that they take responsibility and learn to have some pride in their living environment.

## Student Initiatives

The Residence Hall Councils and the Residence Hall Association will focus some of their programs on residence hall pride and beautification. Students will initiate a Residence Hall Week which focuses on floor/hall pride; there will be contests for "best floor," "most improved floor," and other categories. Students will be expected and challenged to design and implement plans for their own initiative, involvement, and innovation. Steps have already been taken for students and floors to "adopt spots," which will add to both indoor and outdoor improvements.

Residence Hall Council students will be made aware of reports about monthly damages and charges on each floor; they will initiate programs to determine individual/group responsibility, if this is appropriate. Some of our problem has been on fraternity floors. Fraternities and sororities will be part of our "saved floor program"\* in the future. In order to return to their preferred floor location, these students will have to meet standards that we use with students returning to other saved floors.

## Housing Staff Initiatives

In general, students in May 1991 did a very fine job of leaving the residence halls in good condition at the end of the semester. They will be thanked. However, to deal with residual problems of damage and vandalism, we are proposing to undertake the following initiatives:

1. A flyer will be prepared for students that explains the responsibilities students have for residence hall cleanliness and vandalism prevention. The flyer will also explain responsibilities of Housing and Physical Plant staff members. This effort will raise the level of interest, awareness, and education.

2. Hall Councils will begin to work with the interior design class to make plans for improving lobby areas.

3. Our student residence assistant staff members will focus on "reducing vandalism" in their summer training and education sessions, and assist in carrying out activities during the year.

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\* A program under which students who live together on a floor in one year are permitted to return as a community to that floor in the following year.

4. Housing will experiment with a "vandalism vow program,"\*\* similar to the prom promise concept used in high schools.

5. If students in Cox, Wheeler, and Stubbs treat the elevators with respect, then use will continue. Otherwise, these freight elevators will no longer be used on a daily basis.

### III. Plan to Improve Residence Hall Appearance

#### A. Physical Plant Initiatives

Employees working in Physical Plant, particularly custodians and maintenance personnel, will focus their attention on residence hall cleaning and repair issues. The housekeeping department will assign teams of custodians to work in the residence halls on weekends and begin working in areas requiring a lot of attention. A pool of substitute custodians will be established in an attempt to cover employee absences. The frequency of inspection by the Vice President for Business Affairs and Director of Physical Plant will be increased. A "floor of the month" award will be established to honor the custodian who has kept his/her floor in the best condition. Finally, entrance mats will be purchased for each residence hall to minimize tracking by foot from one area to another. Also, a student moving crew will be hired to assist with the moving of furniture which always occurs when classes begin in the fall and spring.

The maintenance crews will begin leaving a standard message to indicate that they have been to a student's room, reviewed the problem, and either fixed it or ordered necessary replacement parts or materials. The maintenance crew will also be asked to serve as an additional set of "eyes" for the Director to report areas needing to be repaired or cleaned.

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\*\* Under this program (which is similar to the pledge of not drinking and driving) students would vow, under penalty of sanction through the Honor System, not to engage in any acts of vandalism themselves and to faithfully report such acts by others.

In general, a special emphasis will be placed on correcting problems associated with cleaning and repairing the residence halls. Working together with Housing, copies of other colleges' policies and procedures relating to residence hall life and maintenance will be obtained, reviewed, and compared to what is in place at Longwood. Changes will be made to Longwood policies and procedures if it is determined that another college has a better way of handling a particular situation.

The Physical Plant department will also be asked to increase awareness among employees and contractors about security issues (i.e. propping doors and windows).

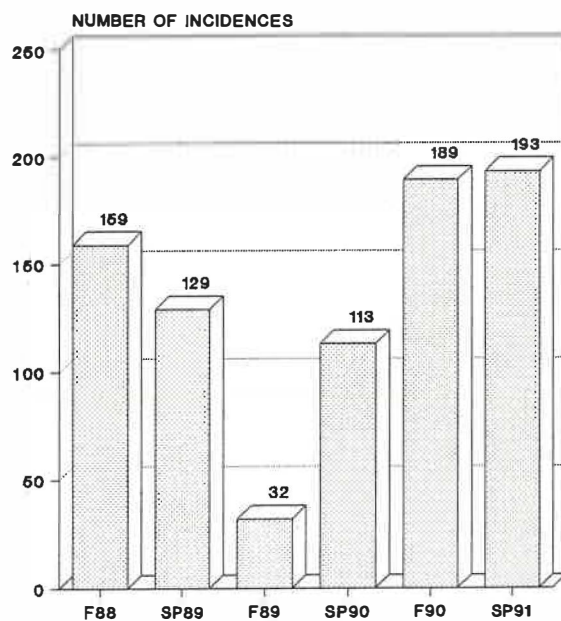
**B. Joint Efforts: Housing and Physical Plant**

Part of our success depends on relations among students, Housing, and Physical Plant. There will be get acquainted "socials" for students to meet and know the housekeeping staff members in their residence hall. Twice each year, housing staff members are evaluated by students. Next year, this effort will include an evaluation of the performance of the housekeeping staff members.

Together, Housing and Physical Plant will work on an improved schedule for putting the residence halls in good shape during the summer. This could mean changes in the schedules of summer school and conferences.

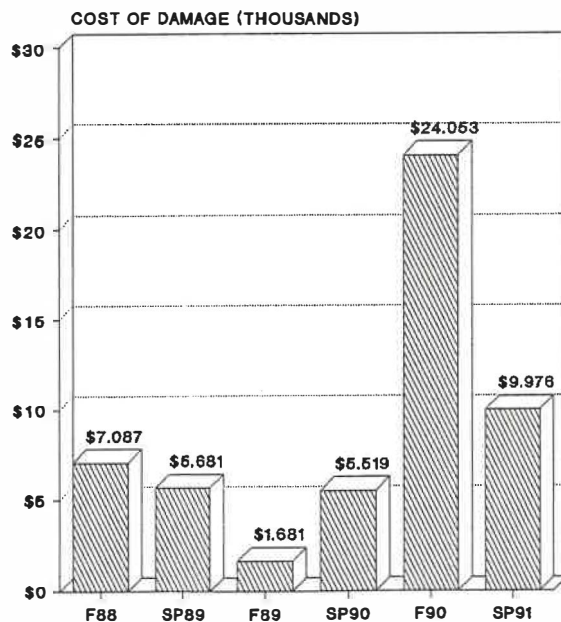
Attachments: Residence Hall Vandalism Reports (2)  
Judicial Status Report on Vandalism  
Average Cost Per Student for Vandalism by  
Dormitory Group

**RESIDENCE HALL VANDALISM REPORT  
FALL 1988 TO SPRING 1991**



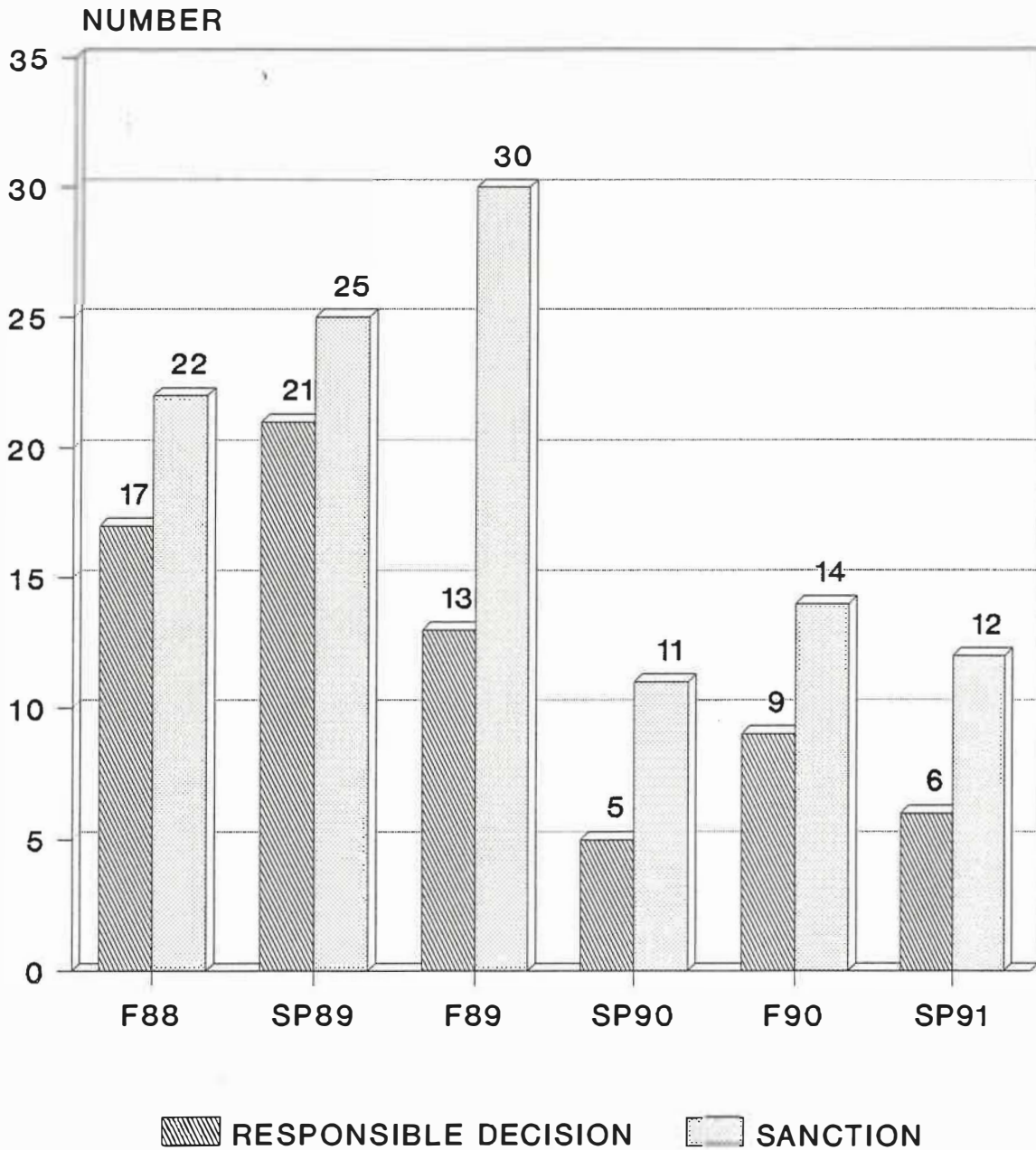
GRAPHICS BY OFFICE OF INSTITUTIONAL  
RESEARCH FOR OFFICE OF STUDENT AFFAIRS  
JULY 9, 1991

**RESIDENCE HALL VANDALISM REPORT  
FALL 1988 TO SPRING 1991**



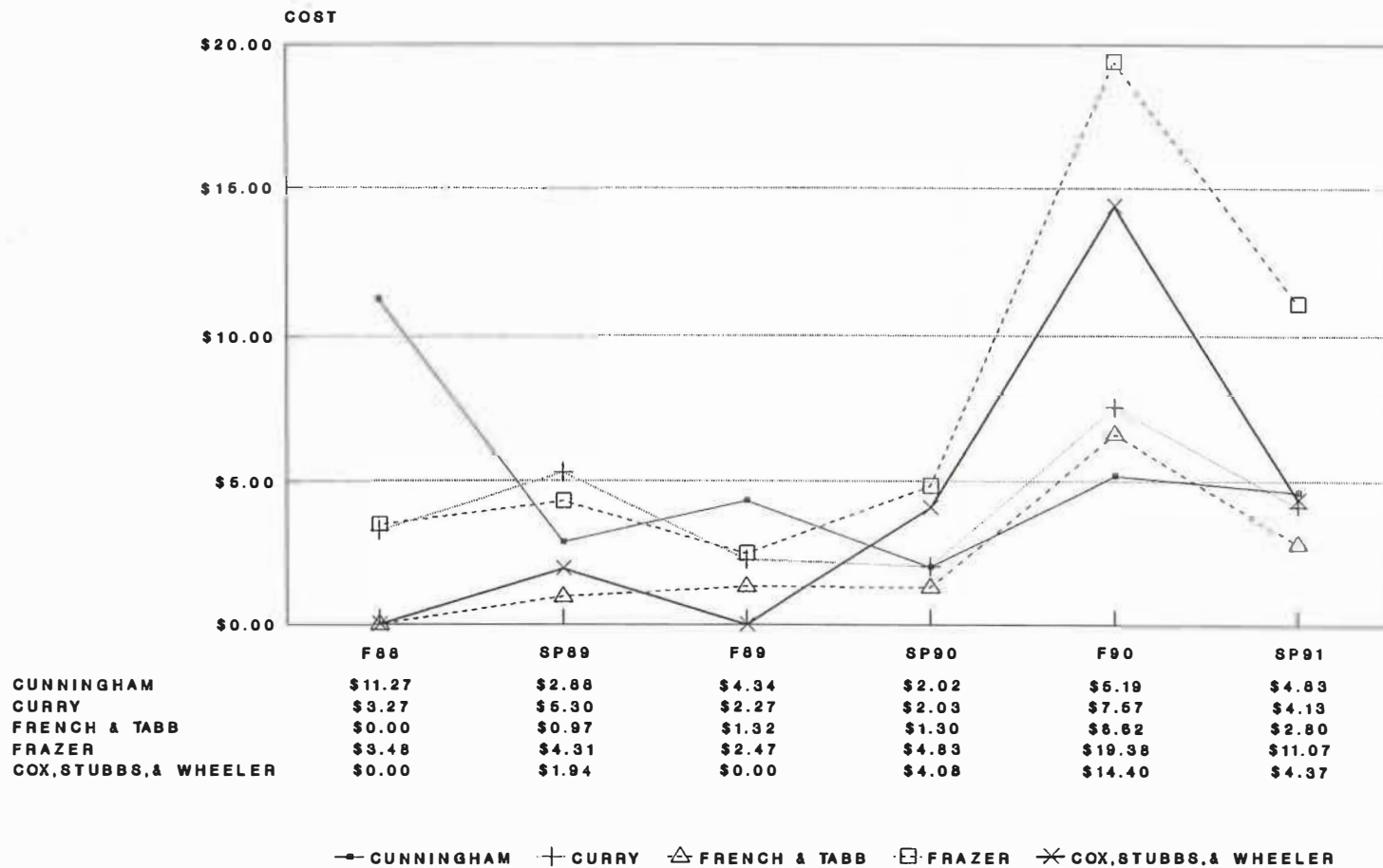
GRAPHICS BY OFFICE OF INSTITUTIONAL  
RESEARCH FOR OFFICE OF STUDENT AFFAIRS  
JULY 9, 1991

# JUDICIAL STATUS REPORT ON VANDALISM FALL 1988 TO SPRING 1991



GRAPHICS BY OFFICE OF INSTITUTIONAL  
RESEARCH FOR OFFICE OF STUDENT AFFAIRS  
JULY 9, 1991

## AVERAGE COST PER STUDENT FOR VANDALISM BY DORMITORY GROUP FALL 1988 TO SPRING 1991



GRAPHICS BY OFFICE OF INSTITUTIONAL  
 RESEARCH FOR OFFICE OF STUDENT AFFAIRS  
 JULY 9, 1991



Item # 8

Information Item

Update on Longwood Developmental Center

A report of current activities and plans for 1991-92 is attached for your information.

LONGWOOD DEVELOPMENTAL CENTER

Status Report

July 15, 1991

1. CURRENT PROGRAMS

a. Personnel Preparation

Education of the Hearing Impaired/Deaf

The second year of funding for the Graduate Studies in Education of Hearing Impaired Students (EDHI) program was awarded under the federal personnel preparation grant.

Currently there are six students enrolled, with several new applicants for the fall.

Inservice Training

An inservice training workshop was conducted to prepare area service providers to use the Denver II (a developmental screening test for the birth-to six aged population). Eighteen people attended an all-day session in May.

A second all-day workshop was held to prepare educational interpreters to take the first part of the Quality Assurance Screening (QAS). This workshop was attended by six people.

b. Diagnostic Services

An agreement was signed November 1, 1990 with the Crater Child Development Clinic in Petersburg to offer in the Longwood Developmental Center a satellite of their developmental pediatric specialty clinic (operated by the Virginia Department of Health, Division of Children's Specialty Services).

This clinic serves children birth to age 21 who have suspected developmental and behavior disorders such as mental retardation; developmental delay associated with a sensory or physical disability; disorders of attention and hyperactivity; learning problems; behavioral problems; and a combination of these problems.

A professional team from Petersburg, including a developmental pediatrician, a nurse specialist, a clinical social worker, a clinical psychologist, and an educational consultant, comes to the Developmental Center as referrals warrant to evaluate children and provide consultation to their parents and teachers.

The team sets up appointments and bills for services through the main clinic in Petersburg. All staff salaries are covered by the Health Department (the educational consultant is paid by the Department of Education through the State Operated Schools Program).

The team has agreed to let Longwood students observe and participate in diagnostic activities as they are ready to evaluate children. Longwood's commitment to the program is to make the space in the Developmental Center available to the team when they come to Farmville.

Before this agreement began, citizens in Planning District #14 (Amelia, Buckingham, Charlotte, Cumberland, Lunenburg, Nottoway, and Prince Edward Counties) either had to travel to Petersburg or find some other diagnostic facility.

Since April, 25 children have been evaluated in the Satellite Diagnostic Clinic at the Longwood Developmental Center.

**c. Community Outreach**

The Early Intervention program sponsored the following projects:

- \* the Local Interagency Network for Children (LINC), which holds monthly meetings
- \* a public awareness campaign to advertise services and a state-wide toll free number
- \* the accomplishment of a written agreement between MCV, UVA, Kluge, and other specialized hospitals and the Infant Intervention Program in Planning District 14 for local referrals when children leave those hospitals to come home
- \* a child count report to report current early intervention services in the 0-3 aged population with disabilities

- \* an in-progress comprehensive Resource Directory of service providers in Planning District 14 and beyond

The Better Beginnings Planning Coalition completed the needs assessment project and submitted a five-year strategic plan for adolescent pregnancy prevention activities.

## 2. PLANS FOR NEXT YEAR

### a. Personnel Preparation

#### Education of the Hearing Impaired/Deaf

The plans are to continue the EDHI program: to offer three 3-credit hour courses during Fall Semester, three 3-credit hours courses and a 2-credit hour observation course Spring Semester, and pre-requisite classes plus a 3-credit hour clinical practicum next Summer (Longwood will need to recruit clinic clients for EDHI students to work with); and to plan EDHI student teaching/internship placements for Fall Semester 1992.

#### Inservice Training

The plans are to offer the following inservice training:

- \* Training in multidisciplinary team assessment for infants and toddlers
- \* Training for respite care workers and foster parents who are willing to take children with special needs
- \* Training in educational interpreting for sign language interpreters
- \* Training on cultural diversity in assessment of family strengths for those working with infants and toddlers who have handicaps

### b. Diagnostic Services

The current plans are to continue the Satellite Diagnostic Clinic. The agreement with the Crater Child Development Clinic will expire in November, 1991; a new agreement is expected. This fall, it is expected also that Longwood students will be placed with members of the diagnostic team to do observations and get internship/practicum experience in testing children with disabilities.

While it is premature to predict the outcome yet, the Virginia Department of Health, Division of Children's Specialty Services is planning to prepare an addendum proposal for the next bi-ennium budget period to expand the Satellite Diagnostic Clinic at the Longwood Developmental Center into a full-time mini-clinic similar to the one already in operation at the Human Development Center at James Madison University.

First draft plans for this proposal include a request for salary and FTE for a part-time physician to supervise a full-time pediatric nurse practitioner, a full-time senior level psychologist, a full-time clinical social worker, and a full-time secretary for the clinic and these staff members.

The proposal includes \$20,000 a year for facilities/space, an annual operating budget of \$6,000, and funds for equipment and test materials.

In this agreement, Longwood would house and supervise the clinic (the Director of the Longwood Developmental Center would also be Director of the Child Development Clinic), provide educational services (Special Education faculty and students under supervision would provide the educational assessments and recommendations, or a full-time educational consultant would be hired -- if possible, a request could be made to the Department of Education for a position similar to the one currently at the Crater Child Development Clinic), and provide clerical support for the Director and educational team members.

**c. Community Outreach**

The early intervention program and the Local Interagency Network for Children are expected to continue. Funding is expected to be \$18,000 total (\$16,250 for LINC activities, \$1,000 for training activities, and \$750 for family support activities). These monies are federal Part H funds that flow through the Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services.

The Better Beginnings project is also expected to continue. Funding is expected to be \$5,000. The major priority under the plan developed for the project is education about the extent of the adolescent pregnancy problem in this area of the Commonwealth, along with publicity about the Coalition and information about activities that have been found successful in the prevention of teen pregnancies.

A new project was funded for a Career Club Program to reach at-risk students. It will be operated in middle schools in Charlotte and Prince Edward Counties. The Career Club Program will begin this summer. The project will be cooperatively operated by the Longwood Developmental Center, the Charlotte and Prince Edward County School Divisions, and the Charlotte and Prince Edward County Offices on Youths. Ten significantly at-risk fifth graders in each county will attend 4-H camp, then participate in weekly afterschool Career Club meetings. Field trips will be taken every other Saturday. In addition, each student will have an academic tutor and a mentor from a business or profession. Funding for this project will be \$20,000.

ITEM # 10

Personnel Recommendations  
For Board Review and Approval

Pages 2-4	New Faculty Appointments
Pages 5-6	Award of Tenure
Page 7	Emeritus Professor Status for a Retired Faculty Member
Page 8	Faculty Retirements (Information Item)
Page 9	Faculty Resignation (Information Item)

**ACTION ITEM**

**Approval of New Faculty Appointments**

**Background:** The Board of Visitors is required by the Governor's Consolidated Salary Authorization for Faculty Positions to approve appointments to the faculty.

**Action Requested:** The Board of Visitors is requested to approve the President's recommendations for new appointments to the faculty as listed on the attached list.



**B. McRae Amos**, Assistant Professor of French, for the 1991-92 academic year, effective August 15, 1991. This is a new tenure track position gained by converting part-time mel to full-time mel.

Dr. Amos received the A.B. from Georgia State University and the M.A. and Ph.D. from the University of Virginia. He comes to Longwood from the University of Virginia where he was a Lecturer in French. During his graduate studies at the University of Virginia, he served as a teaching assistant and part-time instructor teaching courses ranging from beginning French to advanced grammar and composition. Dr. Amos lived in France for three years and taught English at the Lycee J.-J. Rousseau in Montmorency. His dissertation will be published by the University of Georgia.

**Joanne Y. Carver** Instructor of Education, for the 1991-92 academic year effective August 15, 1991. This temporary position replaces Dr. Vera Williams.

Ms. Carver received the B.A. from Norfolk State University, the M.S. from Adelphi University, the Ed.S from William and Mary and is a doctoral candidate at William and Mary. She has a Virginia Postgraduate Professional Certificate with endorsements in special education supervision; speech/language disorders; mental retardation; psychology; and public speaking. She is a licensed speech pathologist in Virginia. Ms. Carver served as an adjunct instructor at Norfolk State University and as a part-time instructor at William and Mary.

**Don DeGraaf**, Instructor of Recreation, for the 1991-92 academic year effective August 15, 1991. Mr. DeGraaf fills the vacancy created by Ms. Rena Koesler's leave of absence.

Mr. DeGraaf holds the B.S. from Calvin College and the M.S. from Indiana University. He is pursuing his doctoral degree at the University of Oregon. Mr. DeGraaf is certified in therapeutic recreation with emphasis on outdoor recreation management. He has served with the Peace Corps in the Philippines and with Camp Adventure in Korea and Japan. He has made national presentations and has published at this stage of his career. He became a Graduate Teaching Fellow at the University of Oregon in January 1987.

**David S. Hardin**, Instructor of Geography, for the 1991-92 academic year, effective August 15, 1991. This is a tenure track position. Mr. Hardin replaces Dr. Gerald Holder.

Mr. Hardin received the B.A. degree from Mary Washington College, the M.S. from the University of Tennessee, and is a doctoral candidate at the University of Maryland. Prior to joining the Longwood faculty, he served as an archivist at the Virginia State

Library. He has taught at J. Sargeant Reynolds Community College and the University College. Mr. Hardin served as a geographer for the U.S. Department of Agriculture.

**Eike Reich**, Visiting Professor of Chemistry, for the 1991-92 academic year, effective August 15, 1991. Dr. Reich fills the vacancy created by the resignation of Dr. John T. Petty.

Dr. Reich received his undergraduate degree from Friedrich-Schiller University and the Ph.D., in natural products chemistry, from Humboldt University. An assistant for chemistry at Humboldt University, he taught organic and natural products chemistry to biologists and biochemists. He came to Longwood in 1989 under the auspices of an exchange faculty program. He has a strong background in the field of chemical separations. This past year, Dr. Reich spent considerable time and energy improving two of Longwood's instruments for separating chemicals.

**Jeffrey H. Peden**, Instructor of Computer Science, for the 1991-1992 academic year effective August 15, 1991. Mr. Peden replaces Mr. George E. Rust. This is a tenure track position.

A computer scientist, Mr. Peden received the B.S. from Millsaps College and the M.S. from the University of Virginia where he is a doctoral student. His area of special interest is computer networks, probability and queuing theory, operating systems, and software engineering. Mr. Peden has served as a Consultant to NASA-Johnson Space Center on the design of data communications networks for the NASA Space Station. While pursuing his undergraduate studies at Millsaps College he designed, coded and maintained an expert system/computer aided instruction package used for science instruction. He taught data structures at UVA during the 1989 fall semester. He has co-authored a number of articles on Token Ring Networks.

## ACTION ITEM

### Approval to Award Tenure to Dr. James S. Cross

**Background:** Dr. Cross' original faculty appointment was unusual in that his prior experience was professional--more than twenty one years of distinguished service in business management and computing--rather than purely academic, and in that he was appointed under Virginia's Commonwealth Visiting Professor Program. This program, initially established under the Virginia Plan for Equal Opportunity, was designed to "provide Virginia state-supported colleges and universities with additional funds to compete effectively for faculty members whose presence will further integrate the faculties of the institutions....An institution which identifies a potential other-race faculty member may, in order to recruit the person to a full time, regular position, apply to use funds from this program to augment the salary and fringe benefits normally provided at the individual's rank and experience. A 'regular' position is one whose incumbent is eligible for tenure or continuing contract status at the institution."

Longwood sought Dr. Cross's services as Interim Associate Vice President of Planning, Research and Information Systems in August 1987, prior to completion of his term as Commonwealth Professor, and the College did not define his full time faculty probationary period. Dr. Cross has continued, regularly and with a high degree of success, to teach courses in the School of Business and Economics. The Department Tenure Committee, Chair and Vice President for Academic Affairs have no qualitative reservations about Dr. Cross' teaching effectiveness. His successful prior professional experience is directly related to his teaching effectiveness.

Thus, although it departs from the expectation of a six year full time teaching probationary period, the recommendation at every level for awarding tenure recognizes the special circumstances of his faculty appointment.

**Rationale:** Dr. Cross' record amply meets every qualitative criterion for granting tenure. The most important evidence relating to Faculty Handbook criteria are:

- a. holds an appropriate terminal degree, the Ph.D. in Information Science from the University of Pittsburgh;

- b. colleagues and students attest to his successful teaching;
- c. student evaluations are above average;
- d. has served actively and effectively on a broad spectrum of School, College and regional committees and boards;
- e. has received professional performance commendations from Bank America, the National Alliance of Business, and the Bendix Corporation; and
- f. recognition for his dedication to the best interests of Longwood College and his leadership and involvement in various college and community activities.

**Action:** The Board of Visitors is requested to approve the President's recommendation that Dr. James S. Cross be granted tenure.

## Action Item

### Approval of Awarding the Rank of Professor Emeritus to A Retired Faculty Member

**Background:** The rank of Professor Emeritus may be awarded to faculty who have given twenty years of service, attained the rank of Associate Professor and who have provided a quality of performance to merit the distinction of the emeritus rank.

**Rationale:** Mr. Willard G. Leeper, a retired member of the Department of Business and Economics, served Longwood for 30 years. He was an Associate Professor of Business. Through an oversight at the time of his retirement, a recommendation on Mr. Leeper was not brought to the Board of Visitors. Two current members of the business faculty who were here at the time of Mr. Leeper's retirement have recommended that Mr. Leeper be awarded this honor for the following reasons:

- a. he taught all accounting courses with distinction until 1974;
- b. he served as Acting Chairman of the Department of Business Education from 1970-72;
- c. he served on numerous college committees;
- d. he was a volunteer auditor of the Campus Fees Committee;
- e. he was the college's faculty treasurer;
- f. he volunteered his services for insurance and income tax counseling to the elderly; and
- g. he actively assisted the Longwood Region of the Future Business Leaders of America for 30 years.

The recommendation was unanimously endorsed by the faculty in the Department of Accounting and Management Information Systems. This recommendation is supported by the Vice President for Academic Affairs.

**Action:** The Board of Visitors is requested to approve the President's recommendation that Mr. Willard G. Leeper be awarded the rank of Professor Emeritus.



The Board of Visitors of Longwood College

awards the rank of

**Professor Emeritus**

to

**Willard G. Leeper**

for distinguished and devoted service

Awarded this 29th day of July 1991.

---

Rector, Board of Visitors

---

President, Longwood College

Date

Mr. Willard G. Leeper  
M15 Linnville Land Harbor  
Newland, NC 28657

Dear Will:

At its meeting on July 29, 1991, the Board of Visitors of Longwood College awarded you the rank of Professor Emeritus. Congratulations!

This is a rank you should have been awarded upon your retirement in 1983, and we apologize for the long delay. The oversight was discovered last summer by Carolyn Wells, and John Carr and Frances Hamlett sought to correct the situation. In a meeting on October 10, 1990, the faculty of the Department of Accounting and Management Information Systems unanimously endorsed the recommendation of Professor Emeritus status for you.

Enclosed is a certificate recognizing you for your devoted service to Longwood college, for which we are deeply grateful. You will receive shortly a follow-up communication from Frances Hamlett inviting you to be honored at a reception in the School of Business if you are ever in Farmville at a convenient time for all concerned.

Again, congratulations and thanks!

Sincerely,

Information Item  
Faculty Retirements

**Ms. Martha H. LeSturgeon**, Director of the Library will retire on September 1, 1991 after 43 years of service to Longwood College.

**Dr. Jung. B. Ra**, Professor of Education retired on July 1 after 24 years of service to Longwood College.



Information Item  
Faculty Resignation

**Dr. John T. Petty**, Assistant Professor of Chemistry, resigned effective May 15, 1991.

Item #11  
**DISTINGUISHED SERVICE AWARD**

**Background:**

Longwood College is fortunate to have within its extended family individuals who make extraordinary contributions to the life of the College and the achievement of its goals. These unusual contributions of time, talent, and resources are sources of enrichment for academic programs and the support of students. The efforts of these individuals are frequently a stimulus to others who become involved with the College. They exemplify Longwood's tradition of care and concern for others.

**Action:**

The President requests that, by resolution, the Board of Visitors establish the "Longwood College Distinguished Service Award" and authorize the striking of an appropriate medal. The medal would contain the Seal of the College on one side and on the opposite side the words "Longwood College Distinguished Service Award", date of presentation, and the recipient's name.

**Rationale:**

Longwood College should have a method to show its appreciation for acts of distinguished service. While the College grants honorary degrees and various constituent groups make awards to their respective members, currently there is no mechanism for College-wide recognition of individuals who are not eligible for other awards or who should be so recognized by the College as well as its constituent groups.

The recommended award would be presented to an individual who has rendered truly outstanding service to Longwood as a volunteer; as a dedicated employee; in bringing resources to the College; or in other acts deemed worthy by the Board of Visitors.

Nominations for the Award would be made to the President. After careful review by the College, the President would recommend consideration by the Board of Visitors.

**DRAFT -- BOARD OF VISITORS RESOLUTION COMMENDING BASEBALL TEAM**

WHEREAS, Longwood College's 1990-91 Baseball Team, under the superb leadership of Coach Buddy Bolding, achieved the highest level ever for a Longwood team in NCAA Division II competition;

WHEREAS, the team won the South Atlantic regional championship in a three-game sweep and advanced to the World Series, coming within one game of the national championship;

WHEREAS, the team compiled a 41 - 8 season record, the best won-loss percentage in the nation for all NCAA divisions, and earned impressive national recognition for Longwood College, the team, coaches, and individual players;

WHEREAS, the players and Coach Bolding displayed superlative discipline, team spirit, and will to win, balanced with exemplary sportsmanship;

BE IT RESOLVED THAT the Board of Visitors, on behalf of the entire Longwood community, commends Head Baseball Coach Buddy Bolding, Assistant Coach Robert Jackson, and all members of the team -- Scott Abell, Michael Adams, Todd Bowman, Matt Carlisle, Nealan Chandler, Dennis Hale, Eric Hill, Eric Hutzler, John Hutzler, Shawn Jones, Bill Martz, Chris Mullins, Chris Peebles, Chris Porter, Bill Reeves, Terry Taylor, Michael Tucker, Kyle Weaver, and Wayne Weaver.

## Appendix C

**Meeting Date: July 29, 1991**

### CERTIFICATION OF EXECUTIVE MEETING

The Longwood College Board of Visitors has convened in Executive Session on this date in accordance with the provisions of the Virginia Freedom of Information Act.

The Board hereby certifies that, to the best of each member's knowledge,

only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification applies, and

only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board.

Would all those recording an affirmative vote please do so by saying "AYE"; those opposed, "NAY".

#### VOTE

AYES: 10

NAYS: 0

[For each nay vote, the substance of the departure from the requirement of the Act should be described.]

#### **ABSENT DURING VOTE:**

Ms. Linda E. Sydnor

#### **ABSENT DURING MEETING:**

Ms. Linda E. Sydnor

*Viola O. Baskerville*

Viola O. Baskerville, Board Secretary

## Appendix D

**Meeting Date: July 29, 1991**

### **CERTIFICATION OF EXECUTIVE MEETING**

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only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive meeting to which this certification applies, and

only such public business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Board.

Would all those recording an affirmative vote please do so by saying "AYE"; those opposed, "NAY".

#### **VOTE**

AYES: 9

NAYS: 0

[For each nay vote, the substance of the departure from the requirement of the Act should be described.]

#### **ABSENT DURING VOTE:**

Ms. Linda E. Sydnor  
Dr. Helen R. Stiff

#### **ABSENT DURING MEETING:**

Ms. Linda E. Sydnor  
Dr. Helen R. Stiff (left early)

  
\_\_\_\_\_  
Viola O. Baskerville, Board Secretary

REPORT OF THE MEETING  
OF THE  
ACADEMIC/STUDENT AFFAIRS COMMITTEE

July 15, 1991

The Academic/Student Affairs Committee met at Longwood College on July 15, 1991 at 1:40 p.m. in the Board Room. Three members of the committee were present: Mr. Pat Lacy, Mr. Frank Slayton, and Helen Stiff, chairperson. Other members of the Board of Visitors present included Mrs. Viola Baskerville and Mr. Richard Blanton.

The first item on the agenda was the report on academic assessment and performance. Dr. Edward Smith, from the Office of Academic Affairs, presented the report. He offered a summary report on the trends in academic performance, ability, preparation, and effort of students at Longwood College over the last three decades. The executive summary of this report is attached for your review. Brief discussion followed about the amount of instructional time designated for class periods. There were expressions of concern for increasing the amount of instructional contact time for class periods.

Item II on the agenda dealt with personnel matters. An executive session was convened under Section 2.344-A, Section 1; of the Code of Virginia to discuss new faculty appointments, tenure and emeritus recommendations, tenure appeals, retirements, resignations, and a sexual harassment complaint. The committee reconvened in open session with certification completed that only personnel matters were discussed during the executive session.

After a brief discussion of the third item on the agenda, the committee agreed to forward to the full board the recommendation that the Bachelor of Science degree in History and in English be discontinued. According to Dr. Stuart, Vice-President for Academic Affairs, who presented the report, the Bachelor of Arts degree is the preferred degree for these programs.

The administration presented a progress report on planning for the School of Business and Economics. Dr. Berkwood Farmer, the new Dean of the School, was present and shared some of his ideas related to planning for the school. Dean Farmer indicated that a team of faculty members has been organized to develop a strategic plan for the School of Business and Economics. An advisory council will be appointed by President Dorrill to support this planning process for the school.

Last on the agenda, there was a presentation by Dean Schall and Dr. Cynthia Jones on the Longwood Developmental Center. It was noted that improvements at the Developmental Center included renovations to facilities, installation of a lift for handicap accessibility, lay-out of parking spaces, and other grounds changes.

The meeting of the Academic/Student Affairs Committee adjourned at approximately 4:00 p.m.

Respectfully submitted,

Helen R. Stiff  
Chairperson

## Executive Summary

Grade distributions of Longwood students from 1966 to 1990 show a drop in performance from the mid-70's (approximately when Longwood started admitting males) to the mid-80's, with academic performance in the last three years almost recovering to 1966 and 1972 levels.

This drop and subsequent recovery of academic performance can be predicted from changes in the ability, preparation, and effort on the part of Longwood students over this period of time (correlations are .86, .76, and .95, respectively, all significant at the .02 level or better).

The academic ability, preparation, and effort on the part of Longwood students have all increased in the past four to five years.

Changes in the College-wide grade distributions over years can be viewed as a valid index of the academic performance of Longwood students. These changes are not random and can be predicted with a fairly high degree of precision from major academic variables (ability, preparation, and effort).

There is no evidence of College-wide grade inflation from 1966 to 1990. Longwood faculty appear to use primarily criterion-referenced grading ("I know what a B is, and this isn't it"). Changes in grade distributions appear to reflect real changes in major academic variables in the population of Longwood students.

The assiduous efforts of Longwood faculty to provide a more challenging and supportive climate in and out of the classroom certainly contributed to the rise in student effort in recent years. The data from the course evaluation summaries on student effort and degree of challenge, as well as the Library usage data and data from the 1989 HERI Faculty Survey, support this contention.

Recent innovations, such as the Longwood Seminar and the Learning Center, also contributed. Data show that students who receive tutoring are mostly successful in the classes in which they were tutored. For example, in the fall of 1989, students who received tutoring in mathematics earned significantly more C's and fewer F's than a random sample of their classmates who did not receive tutoring.

Finally, the Longwood Honors Program is alive and well. Most honors students believe it is a stimulating and challenging program; efforts are under way to retain more students in this program through their junior and senior years.



# LONGWOOD

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# LONGWOOD

## Acknowledgments

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*Hanbury Evans Newill Vlattas & Company would like to express sincere appreciation to the substantial number of students, staff, faculty, and administrators at Longwood College, and representatives of the Town of Farmville and the Citizens Advisory Council for their input and valuable feedback throughout the master planning effort.*

*Special recognition must be extended to Mr. Richard V. Hurley, Vice President for Business Affairs who coordinated project input, discussion and consensus. Special thanks must be expressed to Dr. William F. Dorrill, President, for his time, support and guidance, and to the members of the Board of Visitors for their enthusiasm and commitment to an ongoing state of excellence at Longwood College.*



S. Michael Evans, AIA  
Hanbury Evans Newill Vlattas & Company

# LONGWOOD

## Introduction

### Need For a Facilities Master Plan

Each agency in the Commonwealth of Virginia which possesses State-owned real property must have a "Comprehensive Master Plan".<sup>1</sup>

It is anticipated by those requirements that a Master Plan will be a flexible document, anticipating as best as possible but recognizing the inevitability of change and opportunity.

After 152 years, Longwood College has a rich physical environment. To many persons the physical setting and visual image of a college are its most powerful tools in articulating tradition and mission. The physical setting is the most enduring element in establishing consistency and visual appropriateness. A master plan should organize the physical development patterns, so as to give clarity to future change and to emphasize the richness and character that have endeared the campus to her many graduates.

A master plan should establish a framework of decisions, within which change, growth and new opportunity can be accommodated. Its strength should come from a core concept, sustained by and drawn from the academic and strategic plans for the institution.

Short term and modest decisions regarding the physical setting are easier to resolve if the Comprehensive Master Plan is simple and easy to understand and communicate.

We believe this plan satisfies these fundamentals of promoting a quality educational setting with a physical context that reinforces the conceptual integrity of land use, pedestrian movement, vehicular flow, open space, and parking.

### Objectives<sup>2</sup>

1. Undertake a planning process including all elements of the College and local community that will foster dialogue and understanding of the issues facing the college in the future, possible choices and rationale for decisions made.
2. Create a flexible plan that recognizes the volatility of funding, the potential for changing needs and modest long term growth.
3. Incorporate the traditions and character of the Longwood College campus while providing a new sense of organization and logic.
4. Improve the visual impression of the campus, including the visitor arrival sequence and overall landscaping.
5. Develop a conceptual framework which includes open space, pedestrian and vehicular movement, parking and other campus components.
6. Create a pedestrian environment conducive to social and educational interaction.
7. Satisfy Commonwealth of Virginia Master Plan submittal requirements and provide the College with coordinated physical data.

## Mission

### Statement of Institutional Purpose<sup>3</sup>

*(Approved by the Board of Visitors, February 3, 1984; amended April 19, 1987, last amended March 15, 1989.)*

*Longwood College...is a medium-sized, state-assisted, co-educational, comprehensive college, offering programs leading to the bachelors' and masters' degrees, and continuing education courses, both credit and non-credit, on and off-campus. The primary educational objective of...(the) College is to provide a baccalaureate and graduate degree curriculum distinguished by academic excellence. The College believes that...(this) can best be achieved by a faculty committed to the highest standards of teaching and research and / or creative pursuits.*

*Longwood is committed both to the liberal arts and to professional and pre-professional programs. Its commitment to the liberal arts is reflected in an intensive and extensive General Education requirement for all students and in its sponsorship of degree programs in the humanities, fine arts, social sciences, natural sciences, and mathematics...*

*Longwood maintains cooperative programs with other institutions of higher learning...(and) a cross-registration opportunity with Hampden-Sydney College...*

*Longwood's commitment to the total education of each student is reflected in an effort to provide an atmosphere supportive of individual development. The College has established a set of clearly articulated goals for students with policies and procedures to foster their attainment.*

*Longwood's service to the citizens of Southside Virginia is reflected in special cooperative programs with Southside Virginia Community College, the activities sponsored by the Office of Continuing Education, an extensive program of lectures, concerts, and other cultural events that are open to the public, and the making available of campus facilities for use by community groups.*

## Assumptions<sup>3</sup>

*Underlying Longwood's mission statement is a commitment to a philosophy of education which focuses on the development of students. We believe that this occurs and should be addressed in four key areas: the intellectual, personal, social, and career dimensions. Moreover, it takes place both inside and outside of the classroom and is attained to an important extent by the creation of an environment which challenges individuals to grow and to develop the capacity and motivation for lifelong learning, and provides appropriate support to them.*

*Longwood will continue to utilize its predominantly residential nature to assist in the promotion of student development. For traditional, full-time undergraduates the College will provide educational programming designed to integrate academic and living environments. At the same time, we will address the needs of students who are of non-traditional age, those enrolled in graduate programs, and those studying at off-campus sites.*

*In addition, Longwood's presence in Southside Virginia and status as a publicly-assisted institution direct our responsibility to provide a broad range of needed educational, economic, library, and cultural services to our community and region, which, in turn, can serve the College as a valuable laboratory for learning experiences. Longwood is committed to maximizing this potential for mutual enrichment.*

## **Planning Approach**

### **Phase One - Information Gathering**

The assembly and evaluation of existing data; including previous master plans, strategic plan, culture study, existing topographic and utility information.

The interviewing of over 50 students, faculty, staff and administrators, local government and community leaders to attempt to understand the problems and opportunities facing the College.

### **Phase Two - Analysis**

Conceptual ideas and sketches dealing with large and small aspects of the campus. Alternatives and implications were explored and further research undertaken to evaluate options.

### **Phase Three - Master Plan**

A comprehensive scheme, adopting the best of previous alternatives and studies within a strong concept. This concept is studied to satisfy questions of housing capacity, parking density, capital projects siting, and traffic flow.

### **Phase Four - Evaluation**

Presentations are made to all constituent groups to elicit questions and feedback. The long range concept is subjected to the scrutiny of pending actions and reality. Modifications are made.

### **Phase Five - Recordation and Approval**

Develop drawings and narrative for submittal and approval, attempting to record the consensus and ideas which have been developed.

# LONGWOOD

## Existing Conditions

### Regional and Town Setting

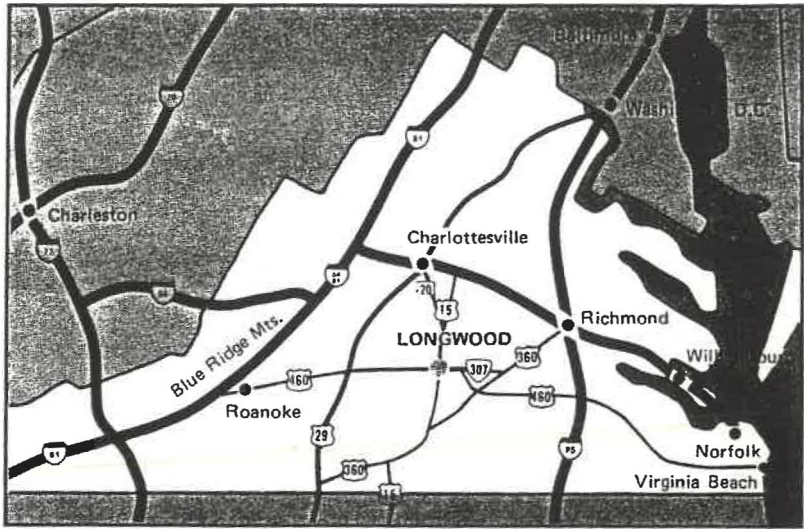
Located 65 miles southwest of Richmond, 48 miles east of Lynchburg and 60 miles south of Charlottesville, the Longwood College campus is truly in the heart of south central Virginia, in the Town of Farmville, Prince Edward County.

The Farmville area is the retail center of an eight county primarily agricultural region. Small towns with distinctly urbanized centers dot the region. The Town of Farmville has a stabilized town center with some suburban commercial growth along major highways. U.S. 15 south between Farmville and Hampden-Sydney has experienced much strip commercial growth in recent years.

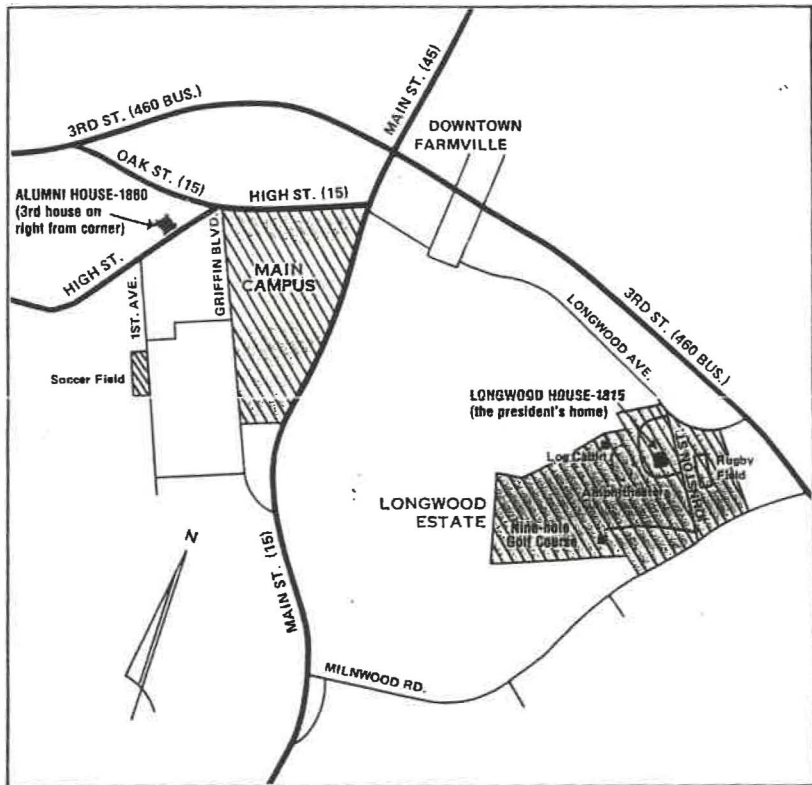
U.S. Route 460 is the primary access route to Farmville from the east and west and U.S. 15 north and south.

The southern 460 Bypass around the Town of Farmville and existing directional signage bring east and west bound traffic north up U.S. 15 as the primary campus approach. This "new" approach to the campus is the opposite direction from what was considered traditional approach patterns. Prior to completion of the 460 Bypass visitors were directed through the Town of Farmville to High Street, or traditional "front door" of the campus on its northern boundary. The historic development of the campus was focused on High Street.

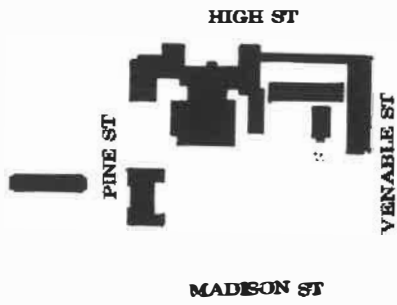
The major physical plant expansion that occurred between 1960 and 1975 changed the campus so that High Street was no longer the "visual" focus of everyday activity.



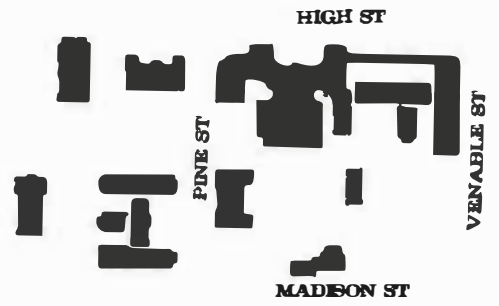
VICINITY MAP



LOCATION OF LONGWOOD COLLEGE IN FARMVILLE, VA.

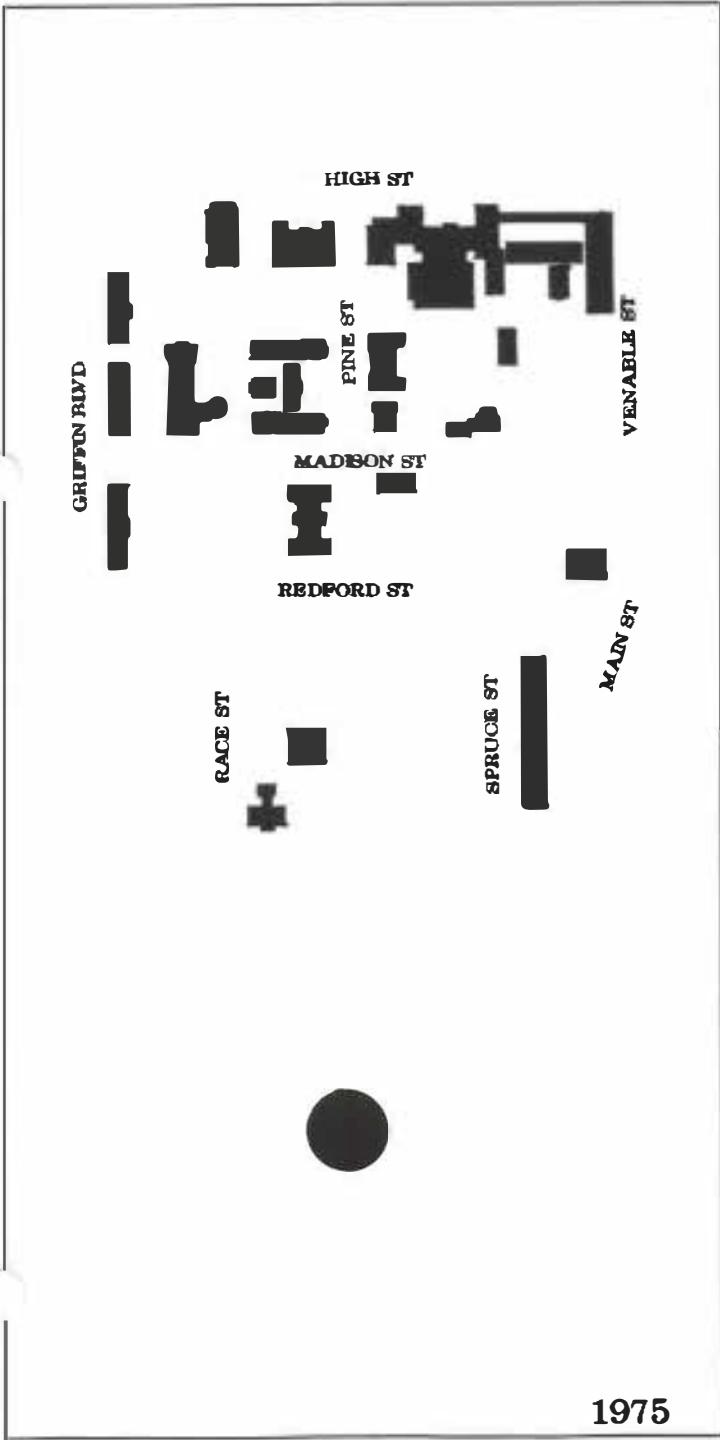


1930

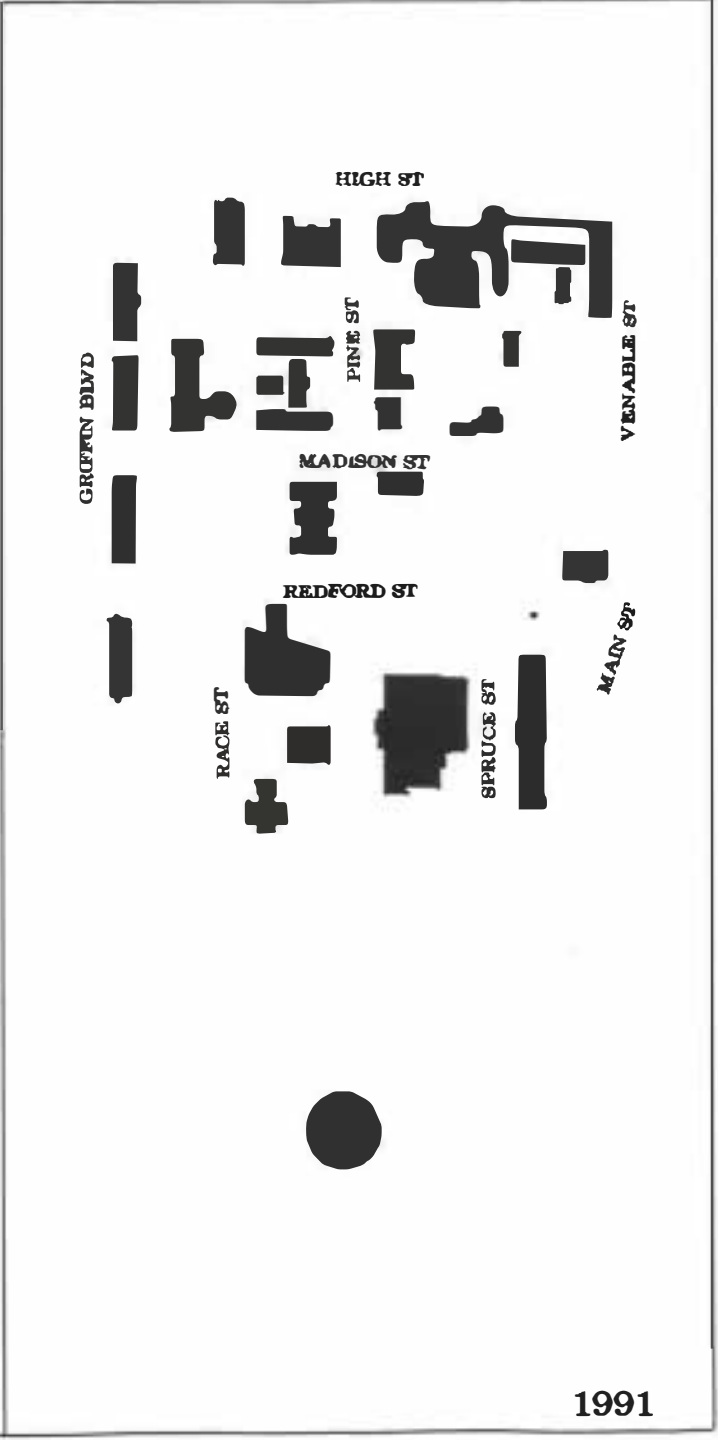


1960





1975



1991

### The College

Longwood College was first established in 1839 as a private, 2 year women's college. It was designated the "State Female Normal School" in 1884. Other names have included, "State Normal School for Women at Farmville" (1914) and "State Teachers College at Farmville" (1924). The name "Longwood College" was adopted in 1949.<sup>4</sup>

Longwood became co-educational in 1976 and the student body is composed of approximately 3000 full time equivalent students, 60% of whom are female. Longwood is a comprehensive college with majors in 30 academic areas, with continuing education programs and community outreach are viable and expanding service areas.

### Topography

The site generally slopes from the west (Griffin Boulevard) to east. The northwest corner is the apparent high point.

The site slopes down from High Street to Redford Street and down from the Wynne Building to Redford Street making the Pine Street / Redford Street intersection lower than all areas except the northeastern edge.

### Existing Functional Uses

Dormitories have, generally, been located on the perimeter of the campus.

There are two major academic / administrative areas:

1. The front campus facing High Street.
2. The new academic area of Lancer / Wygal and Bedford.

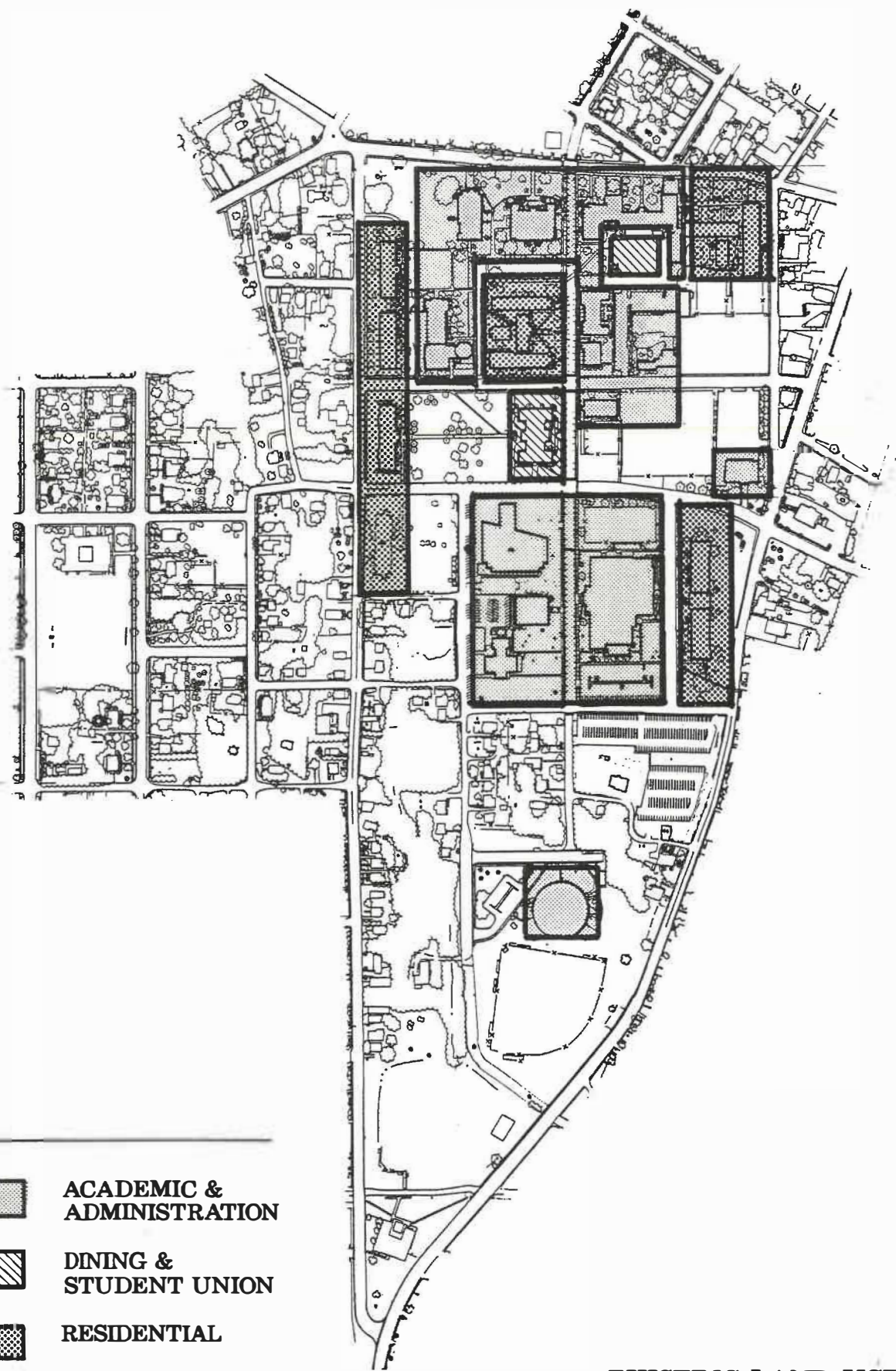
These 2 areas are separated by open recreation space and Lankford, the Student Union Building.

At the southern end of the campus is the Wynne Building -- an isolated academic use surrounded by athletic fields.




The main campus is surrounded by residential uses except along its eastern commercial district boundary.

### Drainage

Most of the natural drainage areas on campus have been captured in conduits, with the exception of a small stream on the northwest corner of the Race Street / Franklin Street intersection. This drainageway continues via conduit to diagonally cross the campus, exiting to the northeast and its confluence with tributaries of the Appomattox River.



**LEGEND**

-  **ACADEMIC & ADMINISTRATION**
-  **DINING & STUDENT UNION**
-  **RESIDENTIAL**

**EXISTING LAND USES**

### Archeological Sites

No pre-historic or non-identified potential historic sites are known to exist within the campus.

### Historic Landmarks

The "front campus" including French, Tabb, Rufner, West Rufner, and Grainger Halls are designated as possibly historic structures. Longwood House on Longwood Estates is a natural historic landmark. The Rotunda (1905) is the centerpiece of this distinguished composition.<sup>5</sup>

### Campus Edges

The campus is distinguished by hard-walled and fenced edges, soft edges along High Street with tree shaded, gracious lawn and diffused edges -- where new development or landscaping have not provided edge definition.

### Vehicular and Parking Patterns

Main Street and Griffin Boulevard provide major north-south circulation along the site boundary. High, Madison, Redford and Franklin cross the campus in the east-west direction.

Pine Street runs south, down the middle of the main campus from High Street to its southern terminus at the Wynne Building.

Redford and Franklin serve to connect the residential community to the west with Longwood Estates, Prince Edward Academy and U.S. 15 North (downtown).

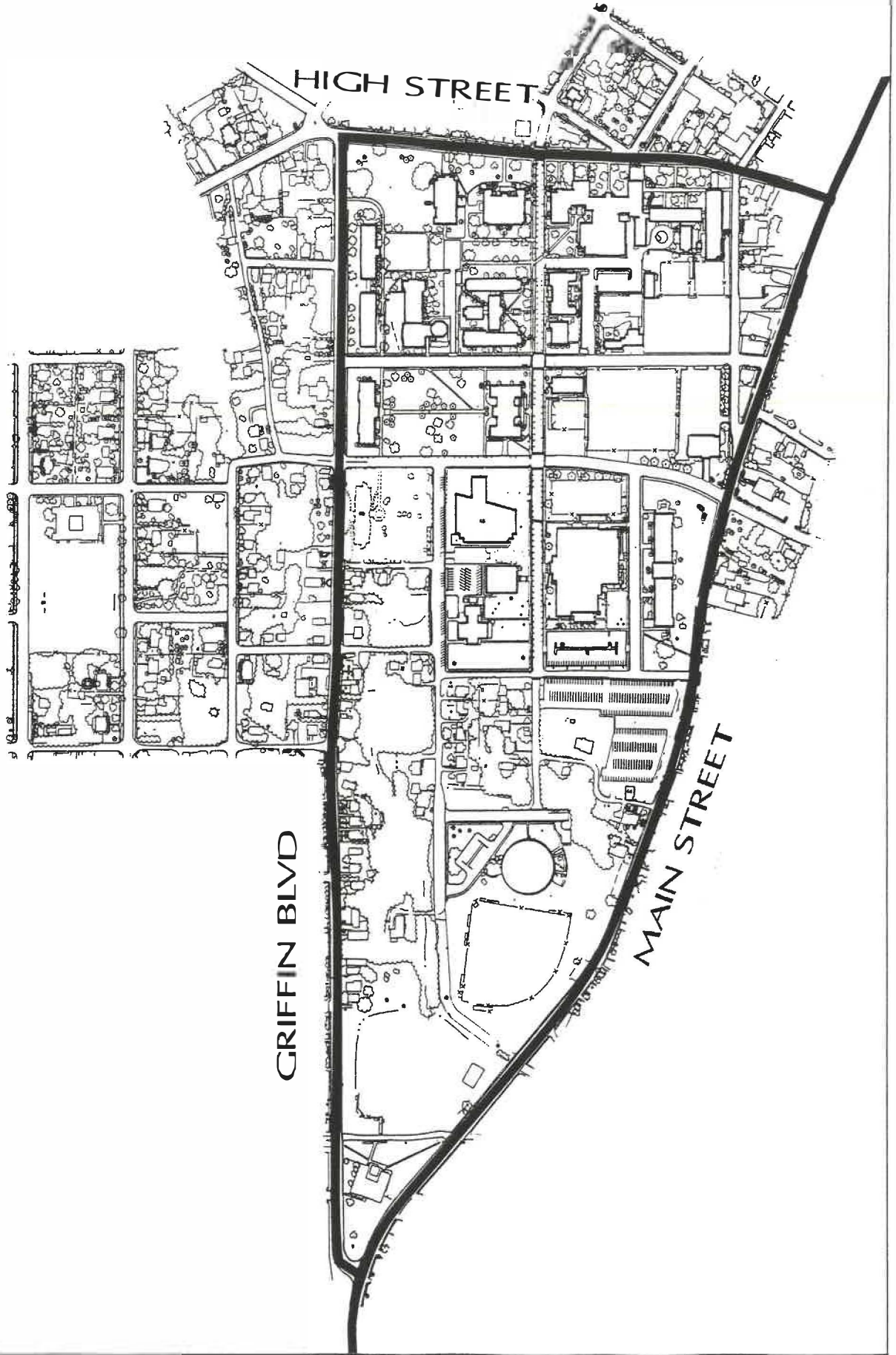
A substantial part of the parking inventory is the result of parallel spaces along the former residential street pattern.

New parking inventory has been recently constructed south of Franklin.

Parked vehicles form a substantial part of the visual image of the campus. The College has one leased lot for student vehicles east of Main Street behind the commercial strip zone.

A recent joint venture bus service has been initiated between Hampden-Sydney, Longwood and the Town of Farnville. Initial results are encouraging, but clarity regarding schedule and stops is necessary.

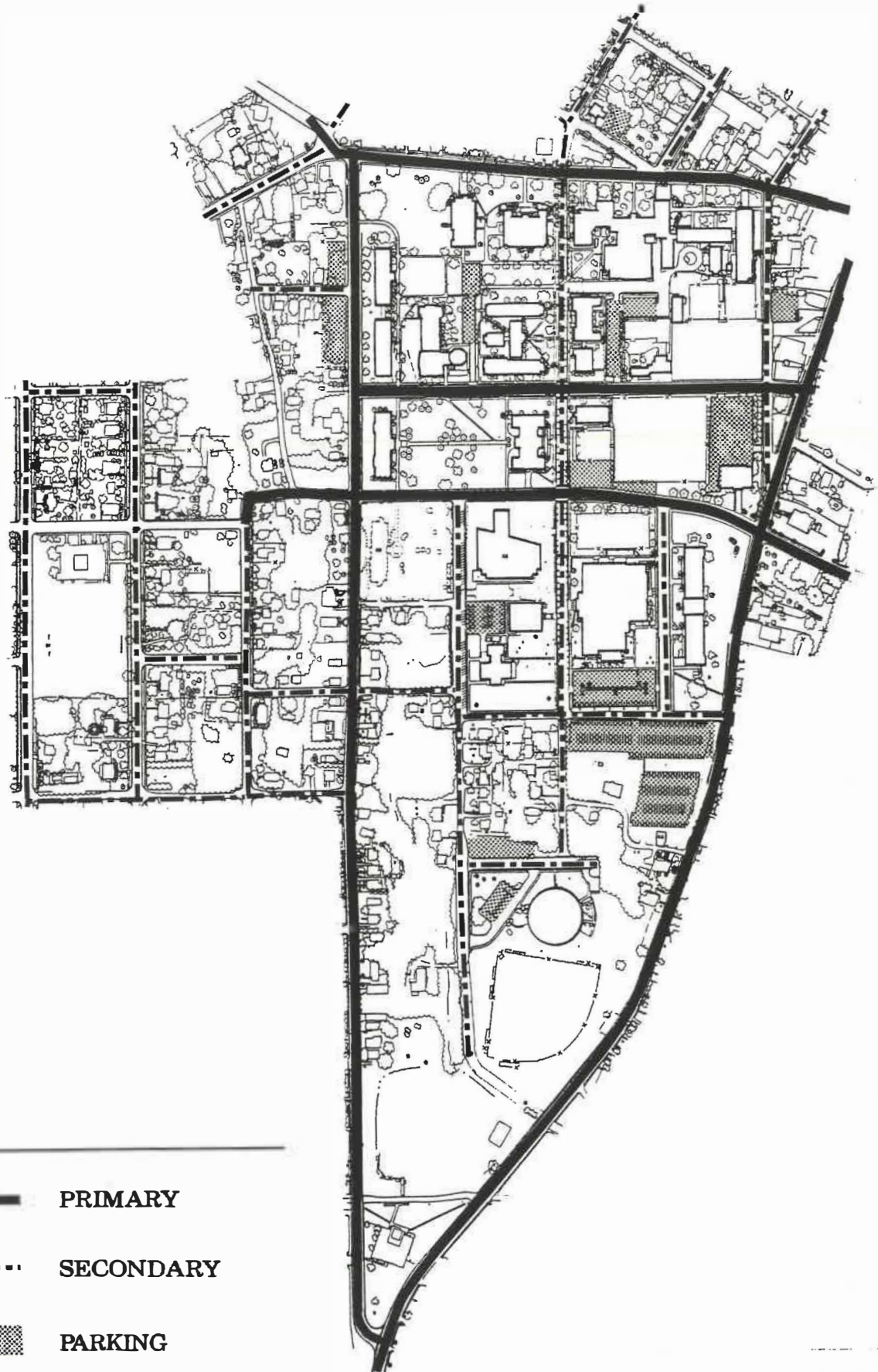
Visitor parking is limited and seemingly unrelated to approach and destination.



HIGH STREET

GRIFFIN BLVD

MAIN STREET



**LEGEND**



**PRIMARY**



**SECONDARY**



**PARKING**

**EXISTING STREETS & PARKING**

### Pedestrian Movement

Pedestrian movement on the Longwood campus is typically between student housing centers and dining -- and between student housing centers and academic core buildings.

Sites for new housing and / or dining will greatly impact those patterns.

Perhaps the single most important comment regarding existing pedestrian patterns is that there exist few dedicated pedestrian movement paths and that existing paths have major conflicts with vehicular and service traffic and parking lots. Pedestrian connections to downtown and Longwood Estates are weakly organized.

### Service Vehicles

The existing street patterns, wide pedestrian ways, or dedicated service ways adequately provide for fire, emergency, delivery, service and trash removal vehicles.

### Electrical Power System

#### General

The campus is presently served by two electrical systems. One system is owned jointly by Virginia Power and Longwood College. The other system is owned entirely by Virginia Power. The general configuration and type of each system is as follows.

1. The system, owned jointly by Virginia Power and Longwood College, serves the majority of the campus and is a 4,160V loop type primary distribution system. This system is served by a 12,470V-4,160V, 2500 kVA substation located behind the boiler plant. This substation is owned by Virginia Power. The primary conductors which operate at 4,160V and run from the substation to the distribution transformers located throughout the campus are owned by Longwood College. The loop is comprised of a single set of three #1/0, 5 kV cables which originate at two fusible switches at the substation. These switches are each fused at 100A. A single set of conductors extend from each switch to form a single loop which serves distribution transformers located primarily in the north end of the campus. The individual loop switches located at each of the distribution transformers can be used to balance the load between the two circuits or isolate a fault if a section of cable is damaged. These loop switches therefore allow the system some redundancy in the event of an emergency. The distribution transformers which serve the individual buildings are owned by Virginia Power. The only metering of this electrical system occurs at a single point at the Virginia Power substation. The individual buildings are not metered.
2. Due to a shortage of spare capacity in the loop system, several of the newer facilities on campus are being served directly from the local Virginia Power system. Virginia Power currently provides three separate

---

12,470V circuits to the town of Farmville. Future plans are to add a fourth circuit at the same voltage. All of the buildings supplied by Virginia Power are served at 12,470V with a stepdown distribution transformer provided by Virginia Power. Each service is separately metered. Although this allows the college to accurately measure the usage of each building, the electrical power is more expensive since Virginia Power assesses individual demand changes for each service.

#### **Demand**

The existing loop system is comprised of two 100A circuits. The total capacity of these circuits is 1440 kVA. The peak demand has reached 1930 kVA. Clearly the distribution system is presently overloaded even though the substation transformer has 2500 kVA capacity. The distribution system is no longer redundant since one of the 100A circuits cannot be used to serve the whole loop in the event of a failure of one of the switches. The loop system is therefore being used as a radial system with each 100A circuit being used to serve approximately one-half the total load since there is not enough capacity available. This seriously jeopardizes the reliability of the system. The other problems with the system include the condition of the primary cabling and also the difficulty in finding replacement components as outlined below:

1. The primary cable which makes up the loop is in poor condition and due to the age and nature of the cable, splicing is very difficult. Longwood College sometimes has to depend on Virginia Power for assistance in locating and providing the materials necessary for cable repair work. Cable failures are increasingly more serious since the entire loop must be active in order to avoid overloading the system.
2. Another potential problem is the 4,160V transformers used to stepdown the primary at each building. Although Virginia Power is responsible for maintaining these transformers, the utility rarely uses this type of

transformer and replacements in the event of a failure are difficult to find. Therefore the failure of one of these transformers could result in substantial downtime while a replacement transformer is located.

The Virginia Power distribution system is fairly new and in good condition.



## Steam Plant

### Capacity

The existing steam plant has a boiler capacity of eighty thousand (80,000) pounds of steam per hour producing one hundred psig steam.

There are two existing steam mains leaving the plant.

1. An eight (8) inch steam main serves the northern area of the campus and has a capacity of thirty thousand (30,000) pounds of one hundred (100) psig steam per hour at a pressure drop of one half (0.5) psi per one hundred feet. It serves a total inside building area of five hundred ninety five thousand (595,000) square feet.
2. A six (6) inch main serves the southern area of the campus and has a capacity of nineteen thousand (19,000) pounds of one hundred (100) psig steam per hour at a pressure drop of one half (0.5) psi per one hundred feet. It serves a total inside building area of four hundred and thirty four thousand (434,000) square feet.

### Demand

During the winter of 1990 the peak demand on the heating plant was reported to be thirty five thousand (35,000) pounds per hour. It should be noted that this was a very mild winter, and the new library and dormitory were not on line. Boiler number one will reliably heat the entire campus. This indicates that the current peak demand is between thirty five thousand (35,000) and forty thousand (40,000) pounds per hour.

### Configuration and Condition

The existing steam plant consists of four boilers.

1. Boiler number one is an oil fired unit with a capacity of

forty thousand (40,000) pounds of steam per hour. As of this writing it is being retubed and is in good condition and very serviceable.

2. Boiler number two is a coal fired unit converted to burn sawdust. Its original capacity was fifteen thousand (15,000) pounds of steam per hour but was reduced to ten thousand (10,000) pounds when converted. The boiler is in fair condition and requires increased maintenance due to its age but is serviceable and does not require replacement.
3. Boiler number three is a coal fired unit converted to burn sawdust. Its original capacity was fifteen thousand (15,000) pounds of steam per hour but was reduced to ten thousand (10,000) pounds when converted. The boiler is in fair condition and requires increased maintenance due to its age but is serviceable and does not require replacement.
4. Boiler number four is a coal fired unit converted to burn oil and has a capacity of twenty thousand (20,000) pounds of steam per hour. The boiler is in good condition and is very serviceable.

Fuel is stored on site in two different locations.

1. The coal shed is now used to store sawdust. An elevator and a system of screws are used to move the sawdust into storage, or to a hopper where it is then sent to the automatic stokers on boilers two and three.
2. Number six (6) fuel oil is stored in three twenty thousand (20,000) gallon tanks buried near the athletic field to the east of the Boiler Plant. The tanks are steel and were installed in 1973.

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**Potable Water**

**Capacity**

Potable water is provided by the Town of Farmville and each building is individually metered. The Town Manager has reported that there are no capacity problems with the potable water system and there are no limits placed on the future expansion of the campus.

**Sanitary Sewer**

**Capacity**

Sewage treatment is performed by the Town of Farmville. The Town Manager has reported that there are no capacity problems with the sewage system and there are no limits placed on the future expansion of the campus.

**Storm Sewer**

**Capacity**

Storm water is handled by the Town of Farmville. The Town Manager has reported that there are no capacity problems with the storm sewers and there are no limits placed on the future expansion of the campus.

# LONGWOOD

## FUTURE EXPANSION / DEVELOPMENT

### Land Acquisition

Land acquisition by the College has historically been in a southern direction. These older minority neighborhoods have been mostly razed with only homes fronting Griffin Boulevard and a single block between Race Street and Pine Street south of Franklin remaining.

While it is anticipated that the College will remain a willing buyer of properties within the High / Main / Griffin triangle, very little property acquisition is mandated by the proposed Master Plan.

The neighborhood north of High Street is characterized by very large homes, some with historic or architectural merit. The College, with the exception of a recent admissions office, has not looked toward this area for expansion. In light of the impact that the College has on this neighborhood and the impact any deterioration would have on the "front campus" image, it is important to develop a policy of observation and conservation in this area. As properties become available the College should evaluate them as possible sites for small, short term programs, special uses or community outreach units. The acquisition and rehabilitating of properties suitable for College use will foster the economic health and viability of the neighborhood and connect the interests of the College with those of the "north of High Street" residents.

The main campus is now bounded on the north by High Street, the east by Main Street (U.S. 15) and the west by Griffin Boulevard. Griffin and Main Street merge at the southern end of a triangle at the Moton School, a Prince Edward County public school facility.

Thus, the now dominant entrance pattern, north on U.S. 15 (Main Street) from the U.S. 460 Bypass, first exposes the visitor to the Moton School, the Wynne Building (an adapted elementary school), the high rise dormitories and physical plant loading dock.

Upon entering the main campus at Redford Street (left turn at the physical plant loading dock) you begin to realize that most of the buildings and all of the front campus historic area face away from this apparent entry point.

Arrival via business 460 from the east or west or south U.S. 15 is somewhat better in that the existing signage directs you to the High Street front campus area.

East, across Main Street from the campus is the southern edge of the Town of Farmville commercial center and (further south) the northern edge of new strip commercial development. The College is currently leasing student parking behind the strip commercial zone.

The strip commercial zone and Main Street occupy the top of a ridge that runs north / south and falls off to the east – down to a minor branch of the Appomattox River. This land is immediately across Main Street from the campus and due to the topographic change essentially out of sight. There is currently very little developed property along this creek side road. The Master Plan proposes continuing an aggressive leased parking strategy and the acquisition of adequate property for a new physical plant / warehouse operations facility and new central utilities plant.

At the southern end of the High / Main / Griffin triangle is property owned by the Prince Edward County Public School System and occupied by Moton School. It is proposed that the open space / recreation fields owned by the Public School System and the adjacent recreation areas owned by Longwood College be jointly developed and shared. Improvements to Longwood College recreation inventory require additional adjacent land and the substantial recreation improvements that would be installed could be utilized by the public schools. This plan assumes continued utilization of the Moton School by the Prince Edward County System. Longwood College should remain a willing buyer if at some time that utilization should discontinue.

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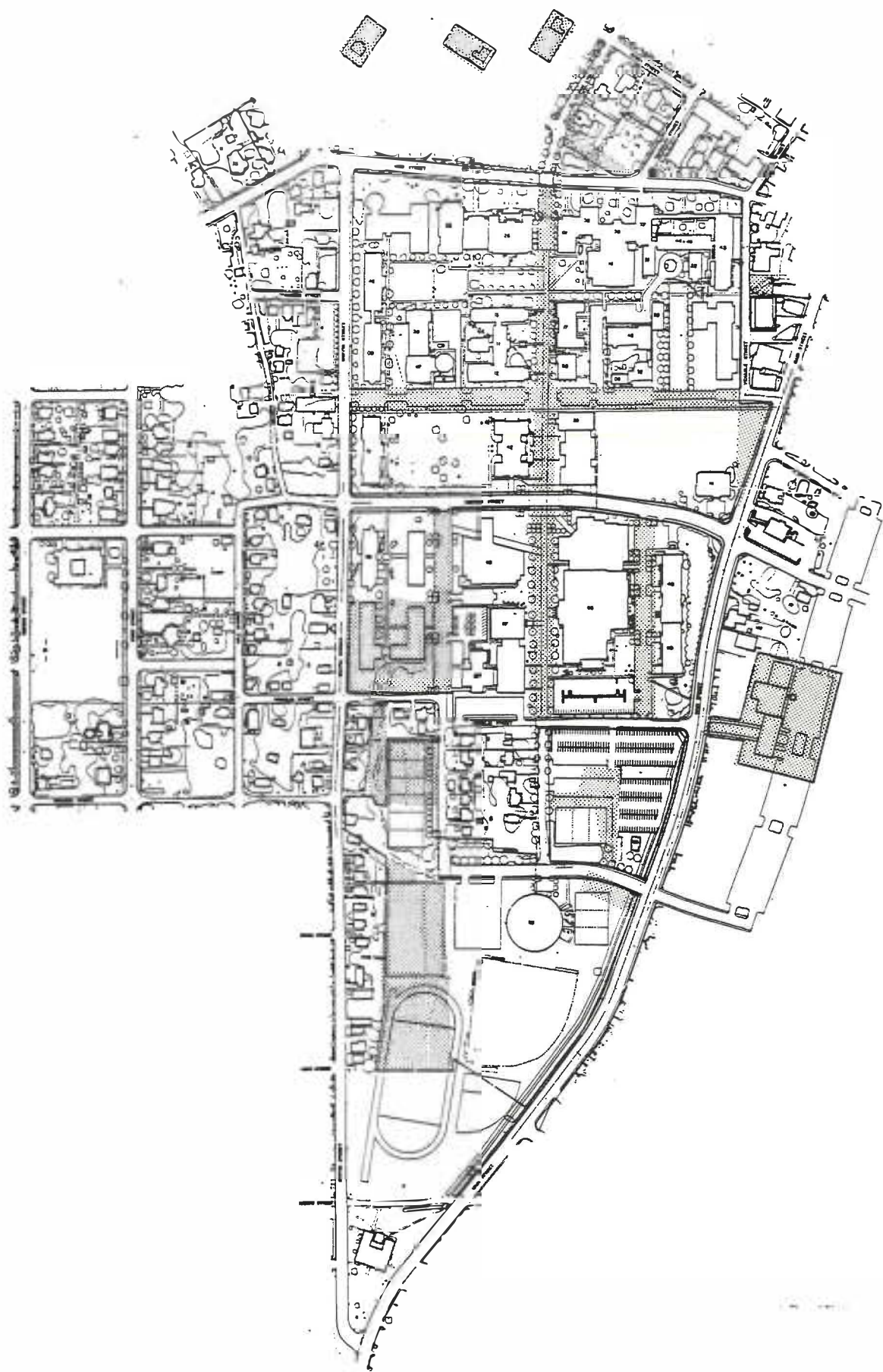
West of Griffin Boulevard, the College has acquired parcels for parking areas. This plan advises the termination of that policy as destructive to the neighborhood context and visually unappealing.

The old high school site, two blocks west of Griffin Boulevard is anticipated to continue in use as a recreational field until such time as it is sold or developed by the Alumni Foundation.

No additional acquisition is anticipated for the Longwood Estate, located approximately 1-1/2 miles east of the main campus.

**Surplus Land**

None of the current land holdings or buildings are surplus. The "old high school" site, west of the campus is being utilized as recreation space until it's disposition by the Alumni Foundation.



# LONGWOOD

## MASTER PLAN CONCEPT SUMMARY

### Approach

The initial visual sequence of arriving at a campus and the formation of first impressions is vital to competitive success. The current vehicular arrival sequence exposes the least complimentary campus attributes to first time visitors and literally "bypasses" the small town flavor of downtown Farmville.

In order to capitalize on the positive visual and aesthetic values of Farmville and the campus it is recommended that:

- APP-1 State Highway and local signage direct traffic via U.S. 460 business to St. George Street.
- APP-2 That Longwood and the Town of Farmville improve the visual appeal of St. George Street via landscaping, signage and paving improvements to serve as the main entrance to Longwood College.
- APP-3 That a formal gate and visitor parking be developed on the north end of Pine Street -- available and recognizable to traffic approaching the campus via St. George.

These changes will accomplish a number of positive outcomes:

- Visitors to Longwood will be directed through and exposed to the pleasant "small town" commercial center of Farmville.
- "Arrival" at the campus will be apparent via signage, landscaping, visitor parking and exposure to the historic High Street environment.
- The existing Admissions Office and the "North of High Street" neighborhood will be physically integrated into campus patterns and thinking.

## Parking

The College cannot function without adequate parking facilities. Distribution is as much a concern as total spaces.

Existing lots are not maximized nor organized in relationship to open space or pedestrian patterns.

Existing parallel parking is inefficient and the adjacent neighborhoods are suffering from this lack of spaces and clarity of policy.

The Master Plan provides for an intensification of close-in parking opportunities and a strategy for maximizing off-site, just "over the hill" storage lots.

The entire Longwood campus is easily accessible from any parking location. Proposed dining, student union and recreation development -- coupled with a continuing commitment to bus services -- should further discourage intra-campus driving.

The Master Plan proposes several parking actions:

**PARK-1** The discontinuation of property acquisition and parking lot development along the west side of Griffin Boulevard as detrimental to the neighborhood fabric and visually unappealing.

**PARK-2** Developing Madison Street, Race Street, and Spruce Street into concentrated, perpendicular parking lots.

**PARK-3** Continued expansion of parking in the area south of Franklin.

**PARK-4** Development of a larger parking area adjacent to Wynne and the recreation / athletic fields.

**PARK-5** The development of a series of leased and / or College owned long term parking lots east of Main

Street behind the commercial zone for 500 vehicles.

**PARK-6** Develop a visitor parking lot at the north end of Pine Street.

**PARK-7** Remove the existing parking immediately behind Jarman.

**PARK-8** Remove parking from Pine Street, as a result of removing all vehicular traffic. (See vehicular traffic actions.)

**PARK-9** Remove the parking behind Bristow (physical plant) when new physical plant facility is developed. (See CAP-4)

These actions will:

- Help preserve the fabric of adjacent neighborhoods.
- Insert new parking density in core campus areas.
- Encourage peripheral lot vehicle storage -- (which may encourage bus ridership).
- Remove or reduce vehicular / pedestrian conflicts and establish Pine Street as a pedestrian way.
- Remove the parked car as the dominant visual component on the campus.
- Permit the continuity of green spaces (Wheeler Mall) without parking lot interruptions.

These actions should be in combination with:

1. Layered parking fees that establish higher costs for closer spaces and encourage students to use peripheral lots east of Main Street.
2. A locational policy that prioritizes space availability according to demand and job role; with recognition of visitor, vendor and short term space needs.

### Vehicular Circulation System

The Griffin / Main / High Street triangle provides total perimeter vehicular movement and access. Due to the elongated north-south nature of the campus the east-west cross campus circulation becomes critical.

The adoption of the (previous) residential block street system has not resulted in a clear campus circulation pattern.

Significant revisions to the existing street system are proposed.

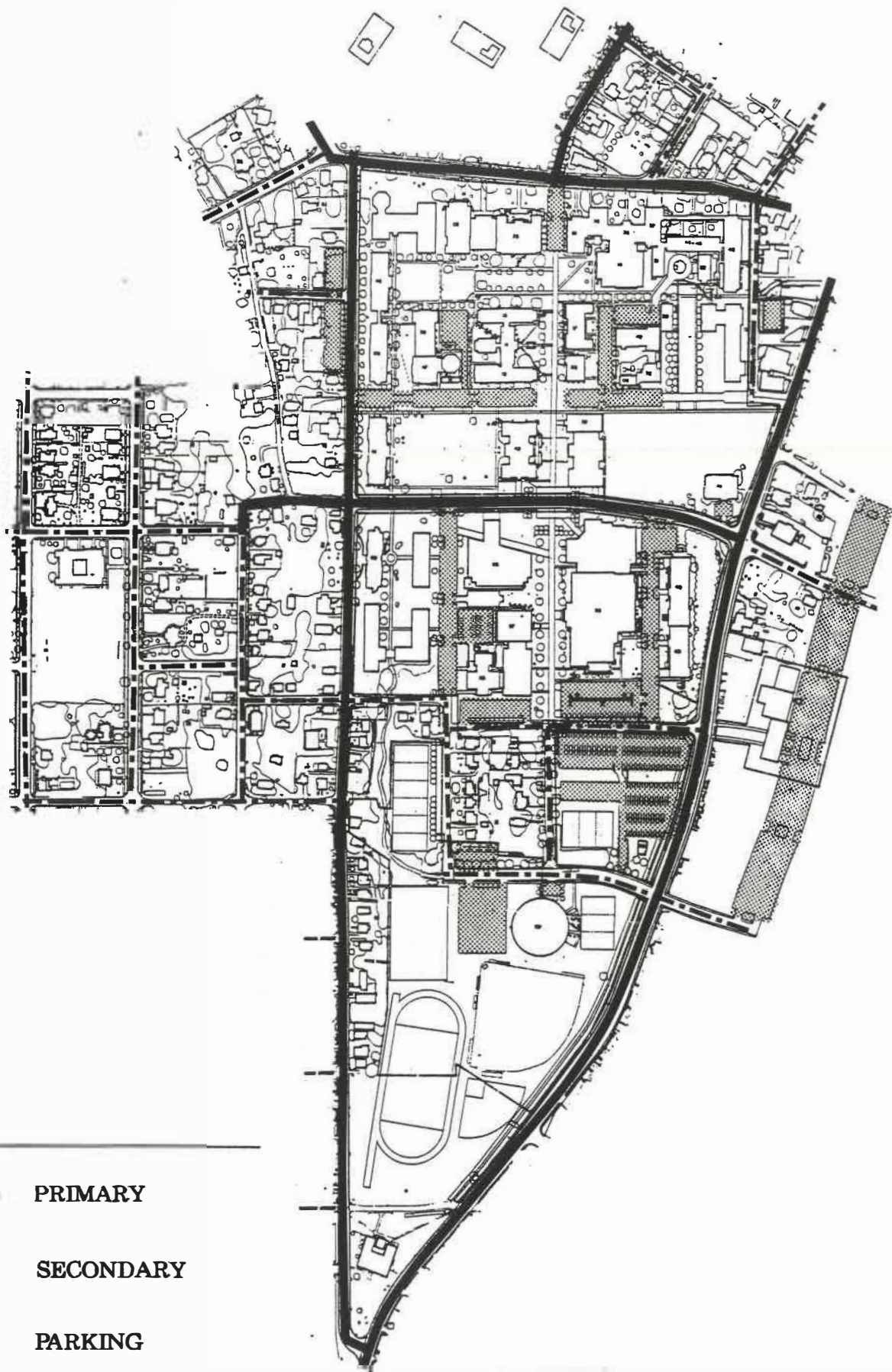
- VC-1 Close Pine Street to traffic. Located in the geographic center of campus, Pine Street is the true "spine" of the physical layout. With both Main and Griffin providing north-south movement, Pine is not needed for cross campus or intra-campus movement. (Pine Street is to become the primary pedestrian spine.)
- VC-2 Close and demolish the Venable Street extension from Madison to Main Street.
- VC-3 Bisect Madison Street at Pine, prohibiting traffic to cross (Pine) the new pedestrian spine.
- VC-4 Maintain Franklin and Redford Streets as cross-campus connectors.

- VC-5 Re-design the Madison Street segments, Race Street, and Spruce Street as linear parking lots. (See parking description PARK-2.)
- VC-6 Pine Street and Race Street would remain open to traffic south of Franklin Street.
- VC-7 Close section of Buffalo Street between the admissions parking lot and Randolph Street.
- VC-8 Improve and develop St. George Street as the main campus entrance approach.
- VC-9 Attempt to enhance offsite street connections to Longwood Estates by working with the Town of Farmville.
- VC-10 Carefully develop the Redford Street / Pine Street (spine) intersection to control traffic speed and pedestrian safety. This intersection is the new campus "center".

A number of positive outcomes are achieved by these actions:

- A predominantly pedestrian central spine is achieved in the Pine Street corridor.
- East-west cross-campus traffic is limited to two locations.
- The Iler Field green space is extended over Venable Street and incorporating newly acquired frontage on Main Street.
- A logical diagram of perimeter streets feeding parking and service access is developed.





**LEGEND**

**—** PRIMARY

**- - -** SECONDARY

**▨** PARKING

**NEW STREETS & PARKING**

## Pedestrian Circulation

Since walking is the most dominant means of travel on campus, its pathways should be organized, inviting, well lighted, safe and appropriately sized for service, bike and emergency traffic. A pedestrian way can not only serve to connect various program components but to visually orient. The "observation" benches along Pine Street are symptoms of the need for pedestrian plaza and mall spaces that are designed to accept social interaction.

The proposed plan embraces the following actions:

- PC-1 Develop Pine Street as a highly landscaped, pedestrian spine from Wheeler Mall to Redford Street and Redford Street to Franklin Street. This mall should be well lighted, contain benches and social spaces, allow for flowers and special activities. It should be constructed of pedestrian way materials and should have only underground utilities.
- PC-2 Extend the Wheeler Mall pathway eastward from Pine to Venable -- behind Blackwell Dining, Tabb and French. Develop a continuation of this path off-site, in coordination with the Town to connect to the Main Street and High Street intersection.
- PC-3 Continue the Cox / Stubbs walkway system south across Redford -- through the proposed new housing areas -- across Franklin and south to the recreational open space / fields.
- PC-4 Develop the Redford Street (vehicular) and Pine Street (pedestrian) intersection into a major campus focal space.
- PC-5 Develop 2-3 pedestrian connectors from the campus - across Main Street to the long term vehicle storage lots.

- PC-6 Develop with the Town of Farmville, improved pedestrian access to Longwood Estates via existing utility rights-of-way -- possibly as a bike / jogging path.

One outcome of these actions is to foster pedestrian connections with the Town, Longwood Estates and offsite parking.

The primary benefit will be the re-establishment of pedestrian travel as the prioritized standard on campus -- and the development of a true campus spine.

## Open Space

Open spaces may be the single most important factor in developing a positive visual campus image. Their scale and landscaping convey their purpose and contribute to the sense of campus organization and “retreat” atmosphere. It is no surprise that the absence of quality open space south of Redford is a primary contributor to that areas lack of connection to the rest of the campus. Open spaces provide “identity” to surrounding buildings and act as points of reference and orientation.

Specific actions proposed include:

- OS-1 Remove parking (behind Jarman) from Wheeler Mall.
- OS-2 Remove parking behind Bristow, remove Venable Street between Madison Street and Main Street and extend Iler Field to Main Street. Remove all chain link fencing from around Iler Field.
- OS-3 Re-design the Stubbs to Lankford open space. Remove trees and sidewalks from center of space and relocate to edges.
- OS-4 Develop the existing stream area north of Franklin at Race Street into a “wild and wooly” park. Utilize rocks and natural landscaping to extend the path system south to the sports / recreation fields.

Each campus open space should have its own identity yet reflect a unified campus order. This order is a product of consistent site details in:

- Signage
- Lighting Fixtures
- Benches
- Trash Receptacles
- Flower Beds and Under Canopy Planting

- Rhythm of Major Trees
- Overlapping of Pedestrian and Open Space Systems

By undertaking these improvements the College will create an open space exposure to Main Street -- presenting an improved image to the public of that view of campus. In addition, the Lankford / Stubbs open space will be revitalized and perceived as a whole and made more useful as a recreation space.

## Sports / Recreation Fields

Longwood's sports and recreation fields are intensively utilized. Barlow and Iler Fields in the campus core and the old high school field and Longwood Estate are under constant strain and are inadequate for program needs.<sup>6</sup>In order to better meet demand the Master Plan proposes the following actions:

- S/R-1 Improvements to the Stubbs / Lankford open space to permit recreational sports.
- S/R-2 Expansion of Iler Field.
- S/R-3 Continued use of the old high school field as long as it remains available.
- S/R-4 Improvements to the Longwood Estate Rugby Field.
- S/R-5 Development of a sports / recreation field complex on the southern end of the campus surrounding the Wynne Building and in joint venture with the Prince Edward County Schools.

This complex would include:

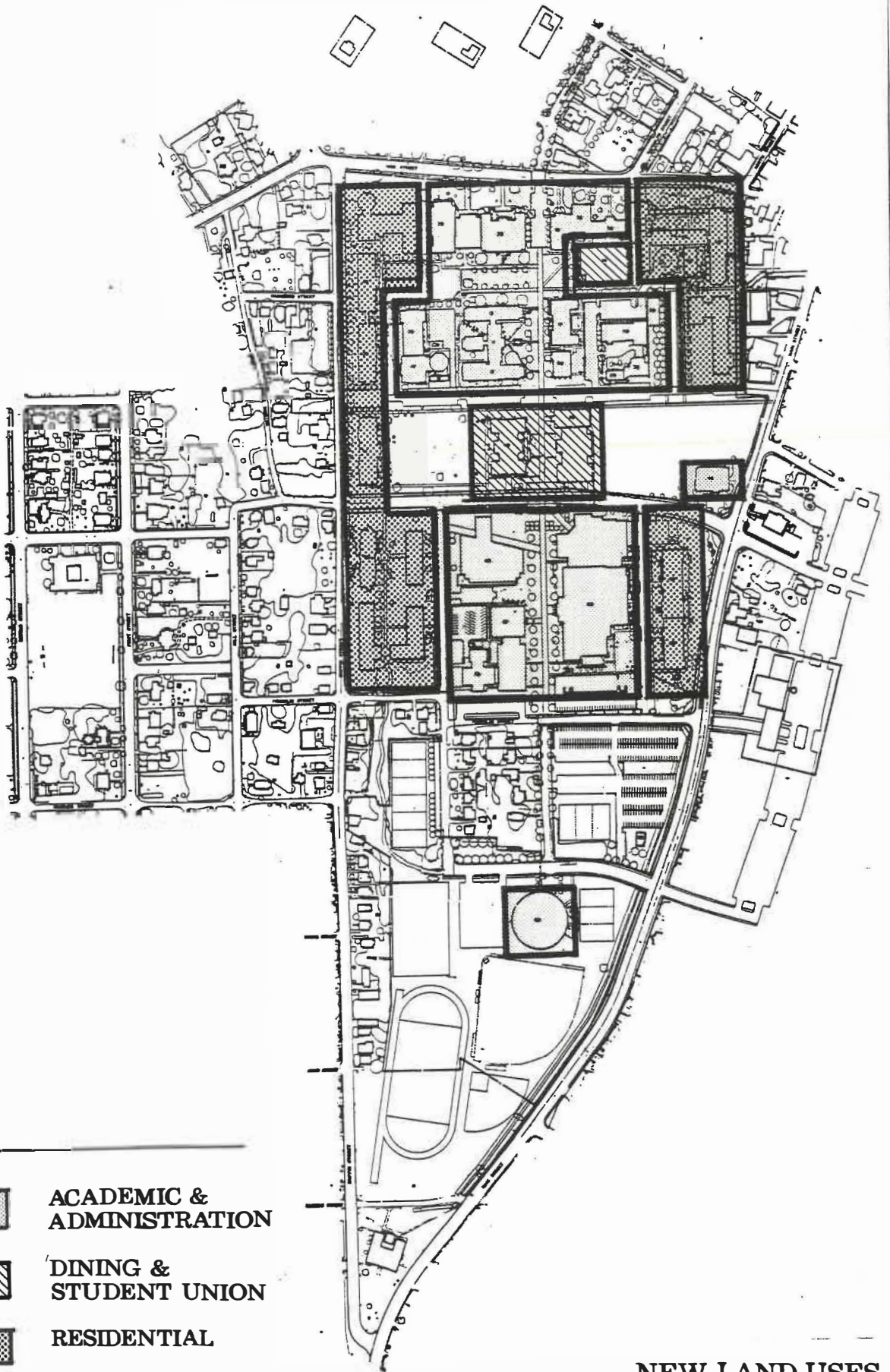
- a. 400 Meter Paved Track
- b. Soccer Field
- c. Softball Field
- d. Tennis and Basketball Courts

These actions would improve the available facilities for intercollegiate, health, physical education and recreational programs. Adjacency to the student housing areas is vital to the success of recreation areas.

Not able to be accommodated on the core campus is a spectator facility of any capacity. Parking areas and adjacent neighborhoods also restrict spectator uses.

It is possible that increased spectator demands in the future will require further development of Longwood Estate or acquisition of additional intercollegiate sports land.

Current programs have no need for this off campus land acquisition.



**LEGEND**



**ACADEMIC &  
ADMINISTRATION**



**DINING &  
STUDENT UNION**



**RESIDENTIAL**

**NEW LAND USES**

## Landscaping

As a major component of establishing a positive visual image, landscaping alone can achieve dramatic results. In addition to general improvements the following specific actions are recommended:

- L-1 Install a landscape buffer edge of flowering trees from the Moton School north along Main Street to Redford Street to both screen the campus and introduce the boundary.
- L-2 Heavily plant the area immediately east of Curry / Frazier between the high rises and Main Street as a sound control device and to introduce a new scaled element in front of the dorms.
- L-3 Develop edge landscaping to visually integrate Bicentennial Park with the Rotunda lawn.
- L-4 Establish "gateway" planting at Pine Street and High Street, Redford and Main Street, Redford and Griffin Boulevard, and Franklin and Main Street.
- L-5 Landscape the Moton School property as part of the joint land use.
- L-6 Reinforce the existing landscaping at Wheeler Mall and its proposed extension to the east.
- L-7 Develop the new Pine Street pedestrian spine.
- L-8 Develop the Redford Street and Pine Street intersection as a major campus focal space.
- L-9 Utilize landscaping to reduce the scale of parking areas, to establish open space definition and to support pedestrian path development.
- L-10 Generally utilize underplanting to further add color and softness to the campus.

Detailed implementation of these actions will emphasize indigenous species. Specimen shade and ornamental trees should be limited to specialized locations.

Particular care should be given to minimize the maintenance effort and to the screening of unsightly features.

### Signage

A simple, consistent signage program should be developed. Several elements of that program can be identified relating to Master Plan issues:

- S-1 Directional signage to the campus from U.S. 460 and U.S.15 should direct traffic to St. George Street on 460 Business.
- S-2 Campus identification signs should be located at:
  1. High Street and Griffin Boulevard
  2. High Street and Pine Street -- across from St. George Street
  3. High Street and Venable Street
  4. Redford and Main Street
  5. Redford and Griffin
  6. Franklin and Main

These signs should be integrated with gateways and landscaping at those points.

- S-3 Building signage, if not on the building should be low key and horizontal.

### Lighting

It is important to provide a visually consistent and safe lighting scheme.

- LT-1 The proposed Pine Street Pedestrian Mall should be well lighted, with campus standard ornamental posts.
- LT-2 Generally develop site lighting to produce an adequate light level to insure personal and property safety, and to provide adequate nighttime visibility for the proposed functions.

## Electrical

The age and condition of the electrical power system at Longwood College dictates that the system be replaced in order to provide a reliable source of electrical power for the campus. We recommend that a 12,470V system be provided to serve the buildings presently served by the 4,160V loop system owned by the college. By distributing the power at 12,470V in lieu of 4,160V it would be possible to connect directly to Virginia Power's existing primary circuits without having to pass through a substation transformer as with the present system. This new system could be either another loop system or a dual circuit radial system. Although the initial cost for a dual circuit radial circuit would probably be more than a loop system, the amount of redundancy and therefore reliability is greater. With a dual circuit radial system, two primary circuits serve each building and a selector switch is used to determine which circuit is active. The selector switch can be manual, although an automatic switch is preferable. Both circuits can originate at the same location with switching provided so that they could be tied into two Virginia Power circuits. This would insure that even if Virginia Power lost a primary circuit that the school would not suffer an outage.

Another advantage to this system is that Virginia Power could meter the power at a single point. Virginia Power's most economical power rates are available when single point metering is used. In order to allow monitoring of the power consumption of the individual buildings, meters could be provided at each building which would be only for the colleges internal use, not for billing.

There are presently spare conduits in the existing primary ductbanks. This would allow a new 12,470V circuit to be provided while leaving the existing primary conductors in place. The 12,470V system could be built with only minor effort on the existing system. After one 12,470V circuit was completed and the buildings changed over to this circuit the existing 4,160V cables could be removed and the second 12,470V circuit provided. Once the 4,160V circuits were

deactivated the existing substation could be removed and this valuable site could be used for a different function. At the option of the College it would be possible for the buildings which are presently served directly by Virginia Power to be connected to the new campus wide system. Although an analysis would have to be accomplished to determine if there would be an economic benefit, it appears that the savings in energy costs could exceed the cost of modifying these services.

The dual circuit radial system could be sized so that each of the circuits was capable of serving not only the existing campus but also the additional facilities as outlined in this Master Plan. Longwood has on-going projects which are providing air-conditioning for existing buildings. These buildings typically require a new electrical service. The electrical requirements for Longwood College are clearly increasing at an accelerating rate as the reliability of the existing system decreases.



## Steam

### Capacity

The master plan calls for a future one hundred forty five thousand (145,000) square feet of expansion that will be served by the eight (8) inch steam main at the northern end of the campus. This will result in a total of seven hundred forty thousand (740,000) square feet served by that main. This main is capable of delivering the twenty nine thousand six hundred (29,600) pounds of steam per hour required.

The existing six (6) inch steam main that runs from the existing boiler plant, across Main Street the athletic field and Redford Street, and then along Spruce Street will need to be replaced with a ten (10) inch main. This ten inch main will serve the entire campus with up to fifty seven thousand (57,000) pounds of steam per hour at one hundred (100) psig. The ten inch main should then be joined with the existing eight (8) inch main at the existing boiler plant. This will enable the existing distribution system to handle future expansion. All new tunnels for this main should be a minimum of four (4) feet wide and five (5) feet high. Existing tunnels can be reused.

When existing steam and condensate piping in thermotile is replaced, it is proposed that it be installed in tunnels, or preformed concrete trenches.

# LONGWOOD

## Future Capital Projects

Longwood College is not projecting extraordinary growth nor suffering from major space deficits. There are, however, dysfunctional spaces, antiquated facilities, and unmet needs. (The sequence infers no priority.) This list is new building projects only.

### Dining Hall / Student Union

The Blackwell Dining Hall and kitchen is in poor condition and dysfunctional. Seating is at capacity, storage is limited and food service equipment is old. Access to the facility is poor and delivery very difficult.

The Lankford Student Union Building no longer fits the needs of the campus. The facility does not have adequate meeting or social spaces, has poor entry connections to campus and is not thought of by the students as an exciting campus student center.

**CAP-1** The Master Plan proposes the development of a new dining hall / student union facility across Pine Street from Lankford. This new facility would connect with and embrace the space of Iler Gym, would front Main Street across the expanded Iler Field and would occupy a key central location on campus. It is anticipated that this dining hall would replace the Blackwell facility. The new building program would include the college bookstore, movie theatre, new dining, new kitchen, etc..

The existing Blackwell dining facility would be renovated for use primarily as conference, classroom and meeting space.

Lankford Hall would be renovated to incorporate new student activity spaces and would remain part of the student union complex.

This project is shown as new building "D" on the Master Site Plan.

### Recreation / Fitness Center

The "Sports / Recreation Needs Assessment Study" points out major recreation / fitness space needs and recommends a new recreation / fitness center. (60,000 GSF ±)

**CAP-2** The Master Plan locates this new recreation / fitness center at the north end of Lancer Hall on the site of existing tennis courts. Included in this facility would be 4 indoor basketball courts, weight room, aerobics studio, mat room, etc..

The proposed siting offers an opportunity to maximize the new functional spaces connections with existing spaces in Lancer Hall. It also places a major new student facility at the center of campus.

### Jarman / Lancaster Auditorium Infill

The College now has a 1200 seat auditorium in Jarman and 200 seat spaces in Wygal, Bedford and Jeffers. Longwood and the Town of Farmville need a 450 seat Performing Arts space for theatre and music productions.

CAP-3 The Master Plan proposes a 450 seat theatrical performance space infill project connected to Jarman Auditorium and Lancaster. This location will allow joint use of some support spaces and puts the public auditoriums in one location.

### Physical Plant Services and Warehouse

The existing physical plant building shows an approximately 17,000 ASF deficit, (1990) under the State Council of Higher Education Guidelines.

In addition, the College has a critical need for:

- a. surplus property storage
- b. central shipping / receiving and storage
- c. housekeeping storage and administrative space.

CAP-4 The Master Plan proposes a new 50,000 ASF Physical Plant and Central Warehouse located east of Main Street on newly acquired property. This location will remove the delivery trucks, service vehicles, shops, loading docks and staff parking from the core campus while being proximate with good vehicular connections.

### Steam Plant

The existing steam plant and smokestack are highly visible in the center of the core campus on Madison Street.

Constructed in the early 1930's the facility requires increasing maintenance.

There is little current capacity to accommodate new construction and a large expansion of the facility will further negatively impact the campus environs.

CAP-5 The Master Plan proposes the construction of Phase I of a replacement central plant. This plant would be constructed adjacent to the proposed physical plant building on South Street east of Main Street. This location will combine the two facilities on property out of sight of the campus but just across Main Street.

The existing steam plant serves an existing total of one million twenty nine thousand (1,029,000) interior square feet. The master plan calls for an additional four hundred thirty four thousand square feet. This will require an increase in plant capacity of thirty four thousand (34,000) pounds per hour in order to maintain redundancy.

The total proposed plant capacity is one hundred fourteen thousand (114,000) pounds of steam per hour at 100 psig.

### Bedford / Wygal Addition

Phase III of the Bedford / Wygal complex was never constructed. The College has a long standing project anticipated to fulfill program needs in this area.

CAP-6 The Master Plan proposes that this project be constructed to the east side of Bedford, facing the new pedestrian mall.

This location will enhance the proposed Pine Street Mall, physically link Bedford and Wygal and allow the land south of Bedford to be utilized for parking.

### New Residence Halls

The residence hall now under construction will satisfy current housing needs.

Future growth may require additional housing as Longwood remains committed to housing on campus approximately 80% of the full-time resident student population.

The Master Plan proposes to continue constructing residence halls on the perimeter of the campus to the extent that land and density permit a quality environment.

CAP-7 New Residence Hall "B"

Approximately 180 beds located at the northwest corner of the campus on Wheeler Mall.

CAP-8 New Residence Hall "C"

Located on the east side of Barlow Field adjacent to Venable Street this site will accommodate approximately 225 beds.

CAP-9 New Residence Halls "G", "H", and "I"

A total of 500 beds could be accommodated between Redford and Franklin Streets.

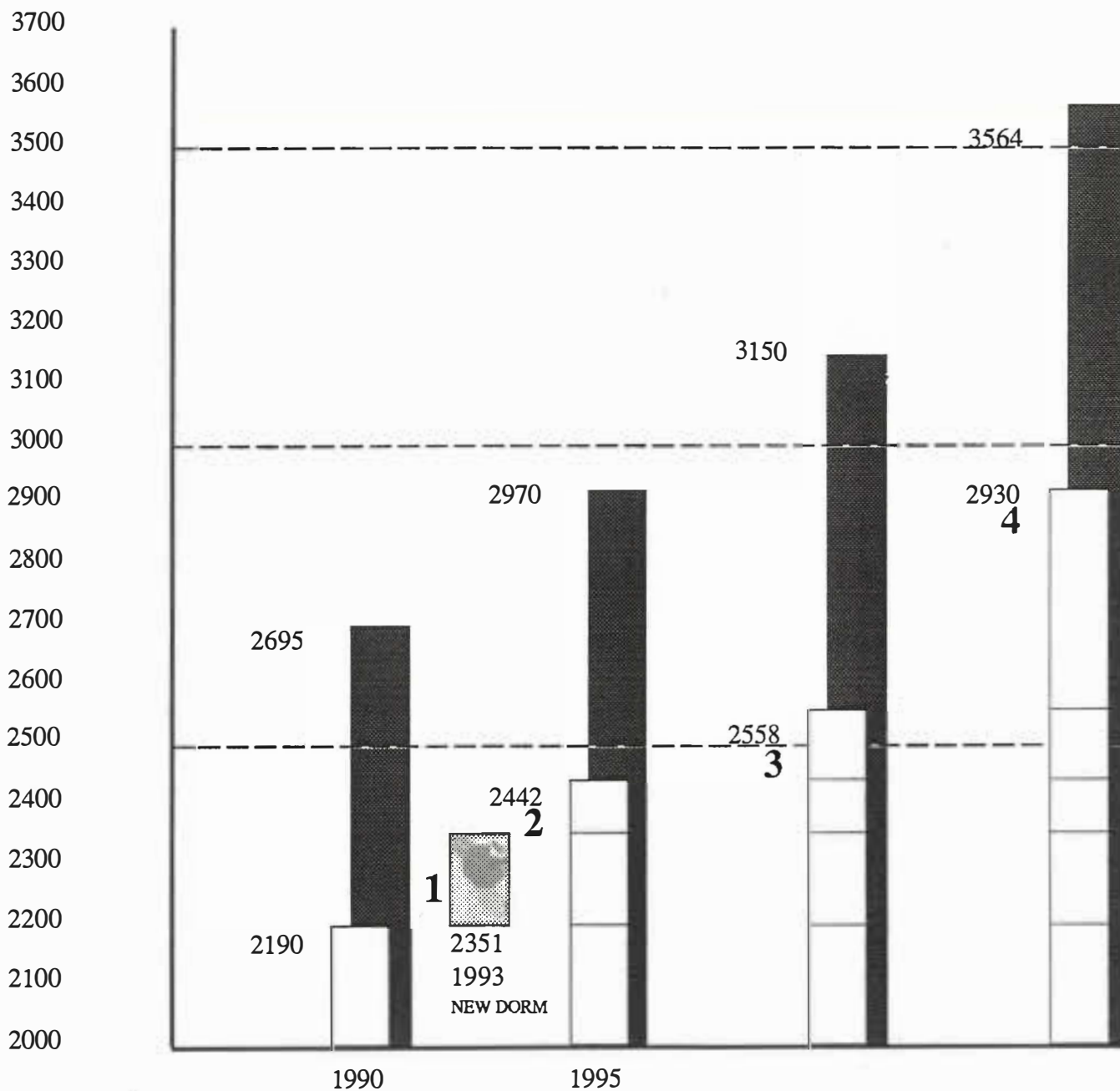
CAP-10 Renovation of Tabb / French

It is possible that some re-configuration of office / administrative space as a result of the completion of the Grainger Hall renovation will permit the re-capture of some student rooms on the front campus. 50-75 beds

# Longwood College On Campus Housing Demand

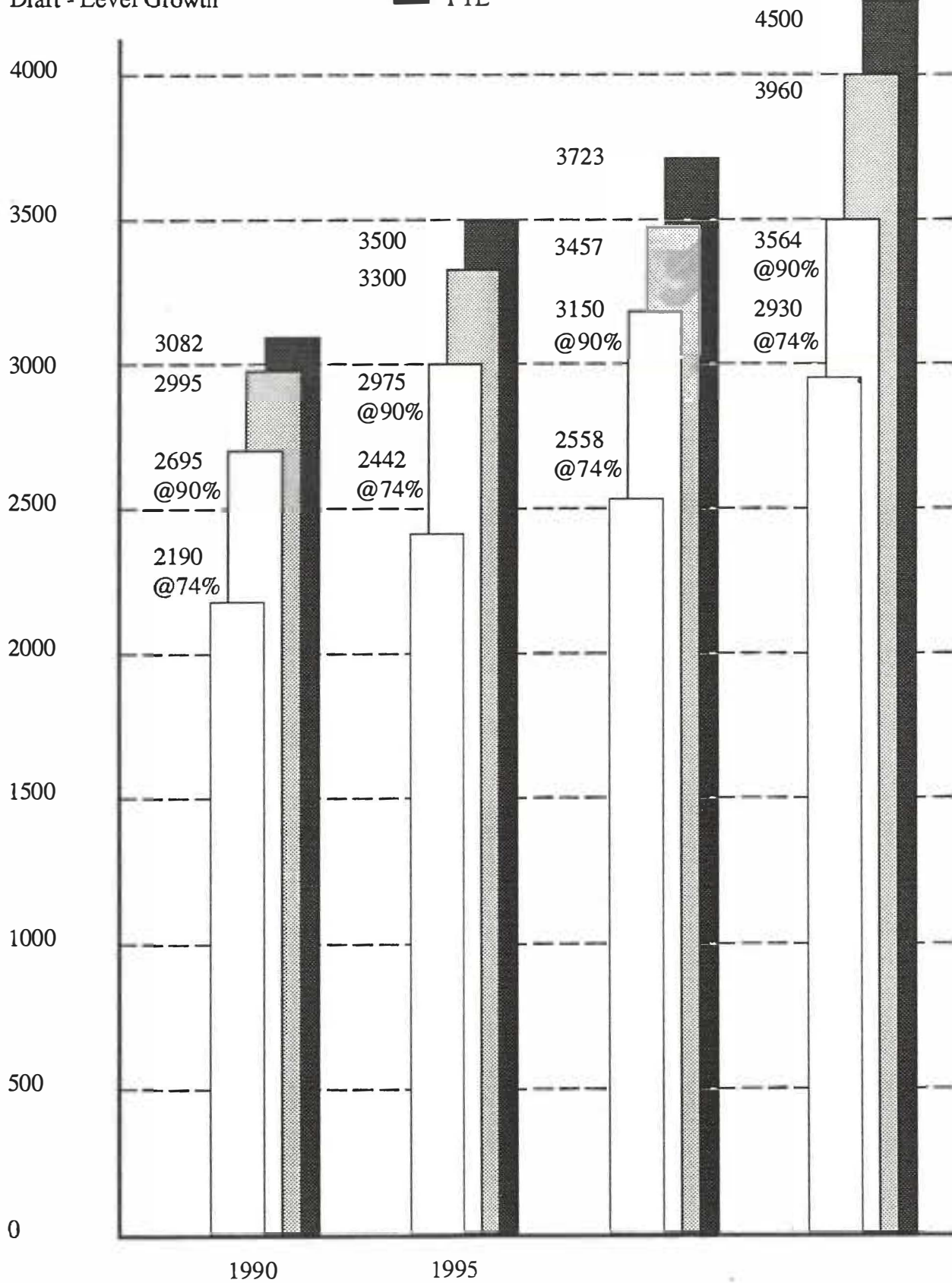
- Desired resident capacity @ 74% FTE day
- New beds under construction
- Need @ 90% of FTE day

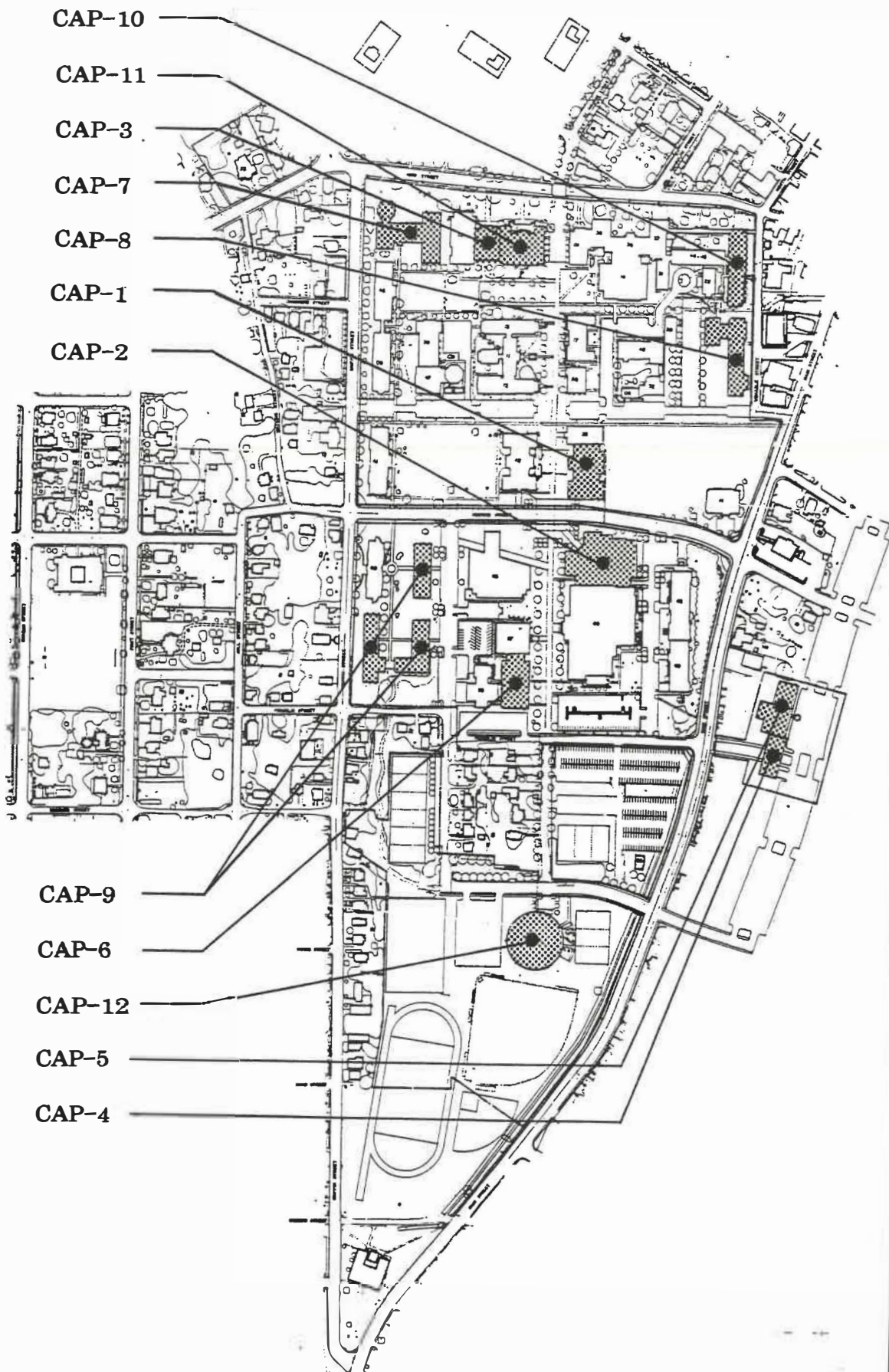
1. New dorm, currently under construction - 161 beds
2. + 91 beds
3. + 116 beds
4. + 372 beds



**Longwood College  
FTE Growth Projections  
Draft - Level Growth**

- Residents @ 90% FTE Day or 74% FTE Day
- ▨ FTE Day
- FTE





CAP-10

CAP-11

CAP-3

CAP-7

CAP-8

CAP-1

CAP-2

CAP-9

CAP-6

CAP-12

CAP-5

CAP-4

**CAPITAL PROJECT LOCATION PLAN**

### Functional Re-Organization

Some adaptive use renovation will serve to strengthen the adjacency relationships of academic departments and activities.

#### CAP-11 Lancaster Renovation

The former library building is proposed to be renovated to house the education department.

#### CAP-12 Wynne Building Renovation

Vacated by the CAP-11 tenants the Wynne Building becomes the support building for the sports / recreation complex. Wynne will contain weight rooms, training rooms, laundry, team meeting rooms, toilets, storage, and intercollegiate athletics offices.

### Possible Schedule For New GSF Construction

CAP #	CONSTRUCTION DATE
1 Dining / Student Union	1998
2 Rec / Fitness	1996
3 Jarman Infill	1996
4 Physical Plant	1994
5 Steam Plant	2000
6 Bedford / Wygal	1994
7 Residence "B"	1996
8 Residence "C"	2002
9 Residence "G, H, I"	1998
10 Tabb / French	1993
11 Lancaster	1993
12 Wynne	1993

Many other capital projects will be generated by landscaping, parking, sports field construction, etc.



# LONGWOOD

## SUMMARY

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The purpose of the Master Plan is to identify and gain consensus for long term development goals and provide a framework within which shorter term issues can be resolved.

Master Plan documents are difficult to "finish" because they are always in a state of reaction to the reality of funding, timing, and change.

A successful Master Plan establishes a few, strong organizational concepts and then looks to each future project or improvement to elaborate on and give additional clarity to those fundamental ideas.

This Master Plan provides that fundamental organization. If this plan has merit it will be due to the hundreds of decisions that are to follow -- which will either support or erode these concepts.

In the final analysis, a Master Plan is the product of a snapshot in time attempting to become a touchstone for times to come.

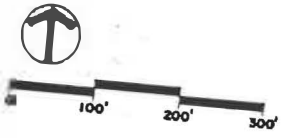
Time, as always, will have the final say. We, however, must be ever mindful that Longwood College will someday be 200 and 300 years old. Our daily decisions set the patterns of improvement or decline in her physical environment.

HANBURY  
EVANS  
NEWILL  
VLATTAS

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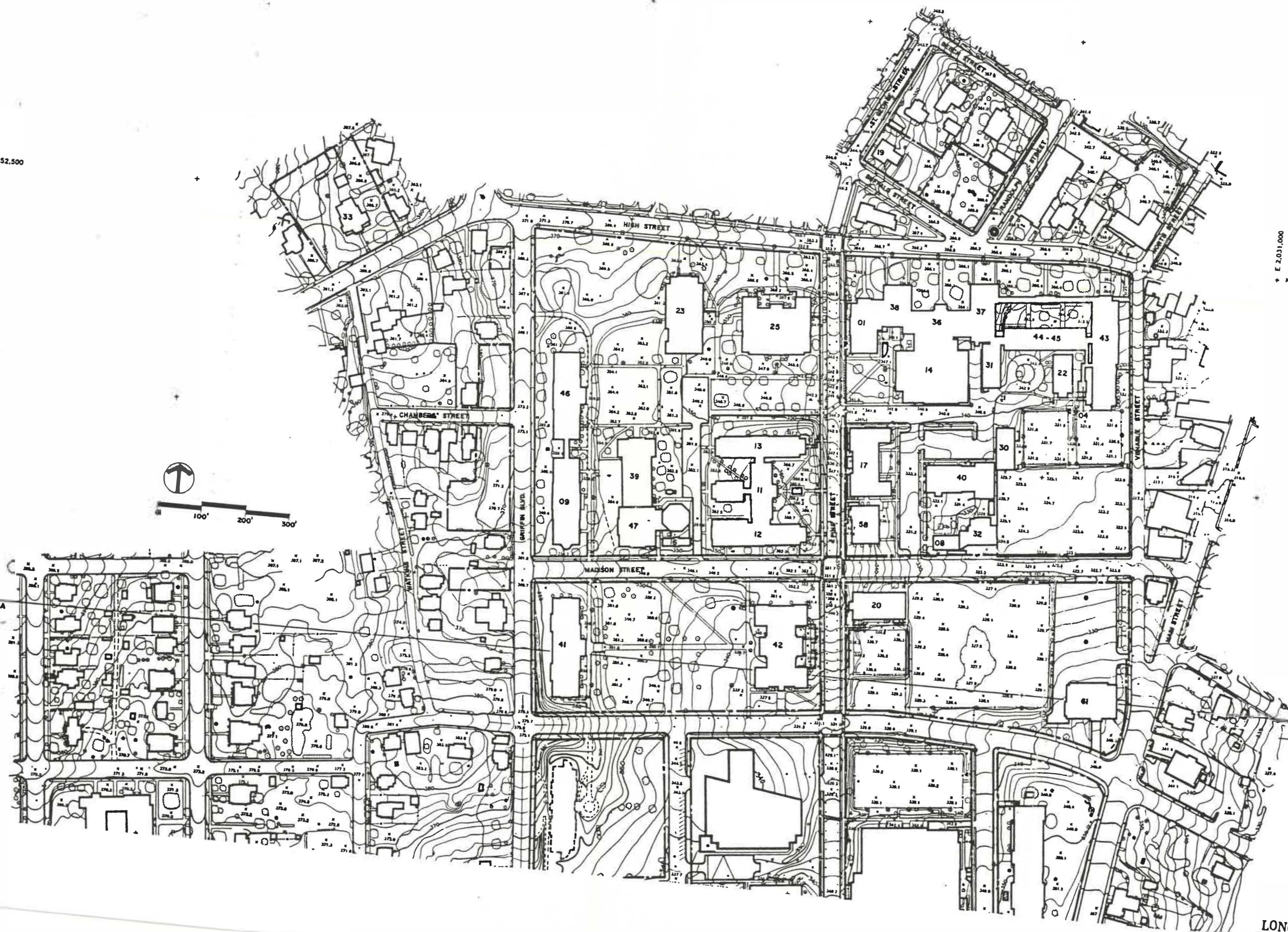
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TOPOGRAPHY  
NORTH  
MASTER PLAN



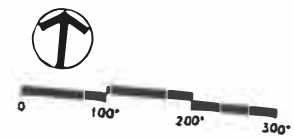
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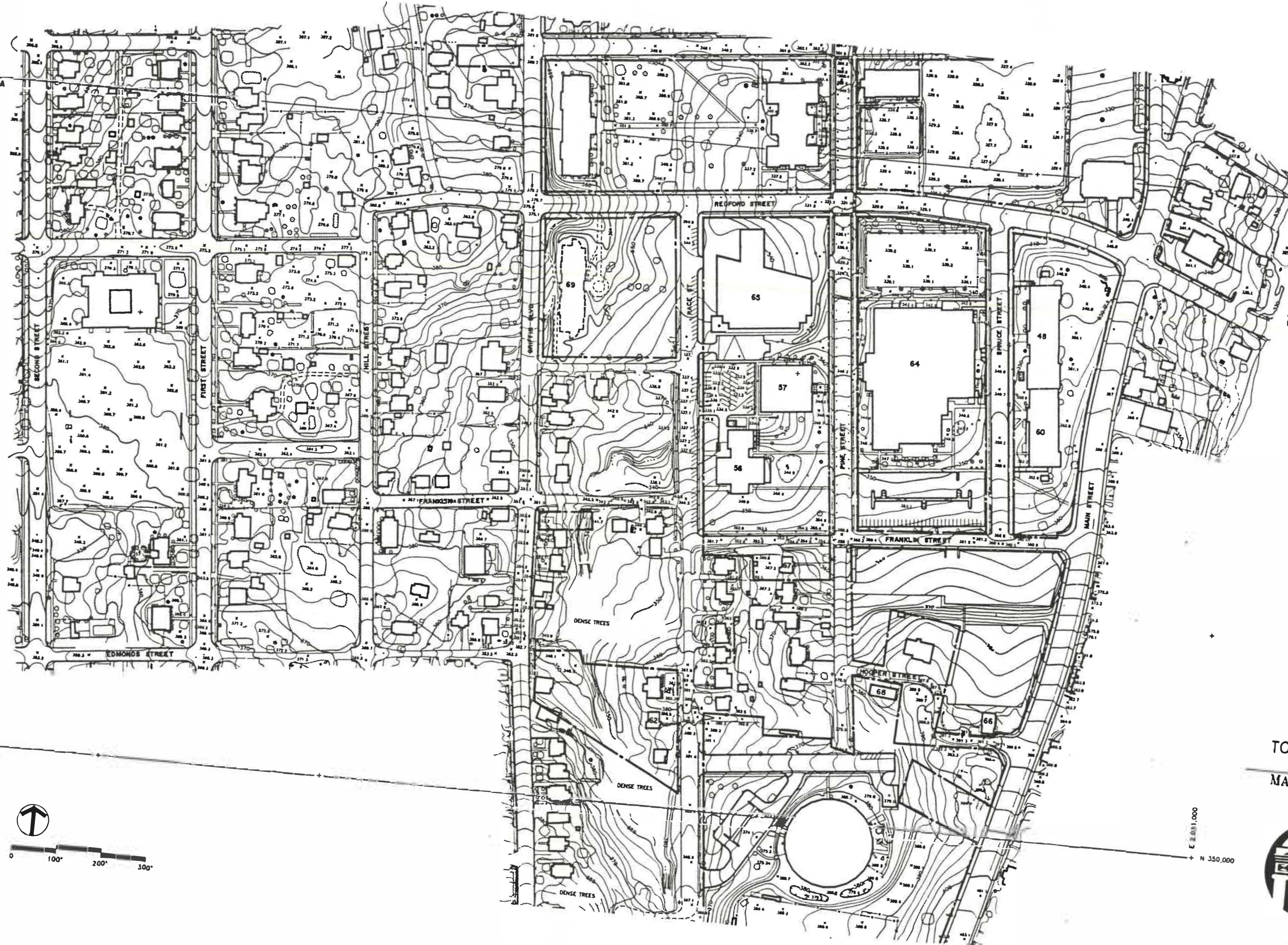
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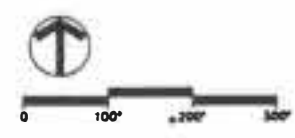
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TOPOGRAPHY  
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TOPOGRAPHY  
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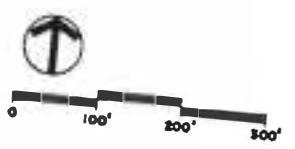
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- | FAACS | BUILDING              |
|-------|-----------------------|
| 01    | GRANGER               |
| 04    | FIELD HOUSE           |
| 08    | STORAGE SHED          |
| 09    | COX                   |
| 11    | CUNNINGHAM MAIN       |
| 12    | CUNNINGHAM SOUTH      |
| 13    | CUNNINGHAM NORTH      |
| 14    | BLACKWELL DINING HALL |
| 16    | GREENHOUSE            |
| 17    | HINER                 |
| 19    | CRAFTS HOUSE          |
| 20    | ILER                  |
| 22    | TABB SOUTH            |
| 23    | JARMAN AUDITORIUM     |
| 25    | LANCASTER LIBRARY     |
| 30    | BARLOW                |
| 31    | RUFFNER SOUTH         |
| 32    | HEATING PLANT         |
| 33    | ALUMNI HOUSE          |
| 36    | RUFFNER HOUSE         |
| 37    | RUFFNER MAIN          |
| 38    | RUFFNER EAST          |
| 39    | RUFFNER WEST          |
| 40    | STEVENS HALL          |
| 41    | GRAHAM                |
| 42    | STUBBS                |
| 43    | LANKFORD              |
| 44    | FRENCH                |
| 45    | TABB MAIN             |
| 46    | TABB MAIN             |
| 47    | WHEELER               |
| 58    | MCCORKLE & JEFFERS    |
| 61    | COYNER                |
|       | BRISTOW               |



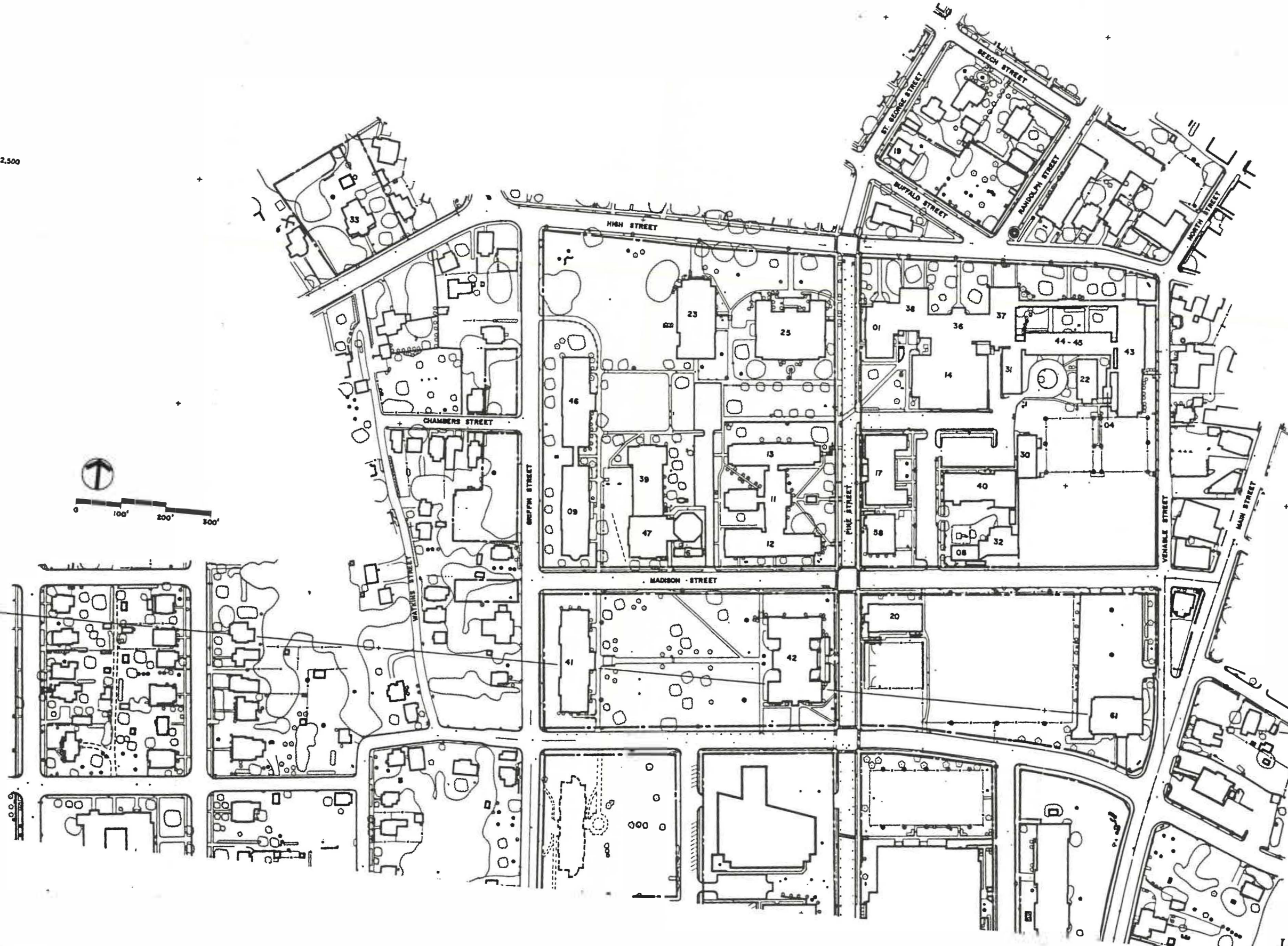
MATCH LINE A

NORTH CAMPUS  
MASTER PLAN



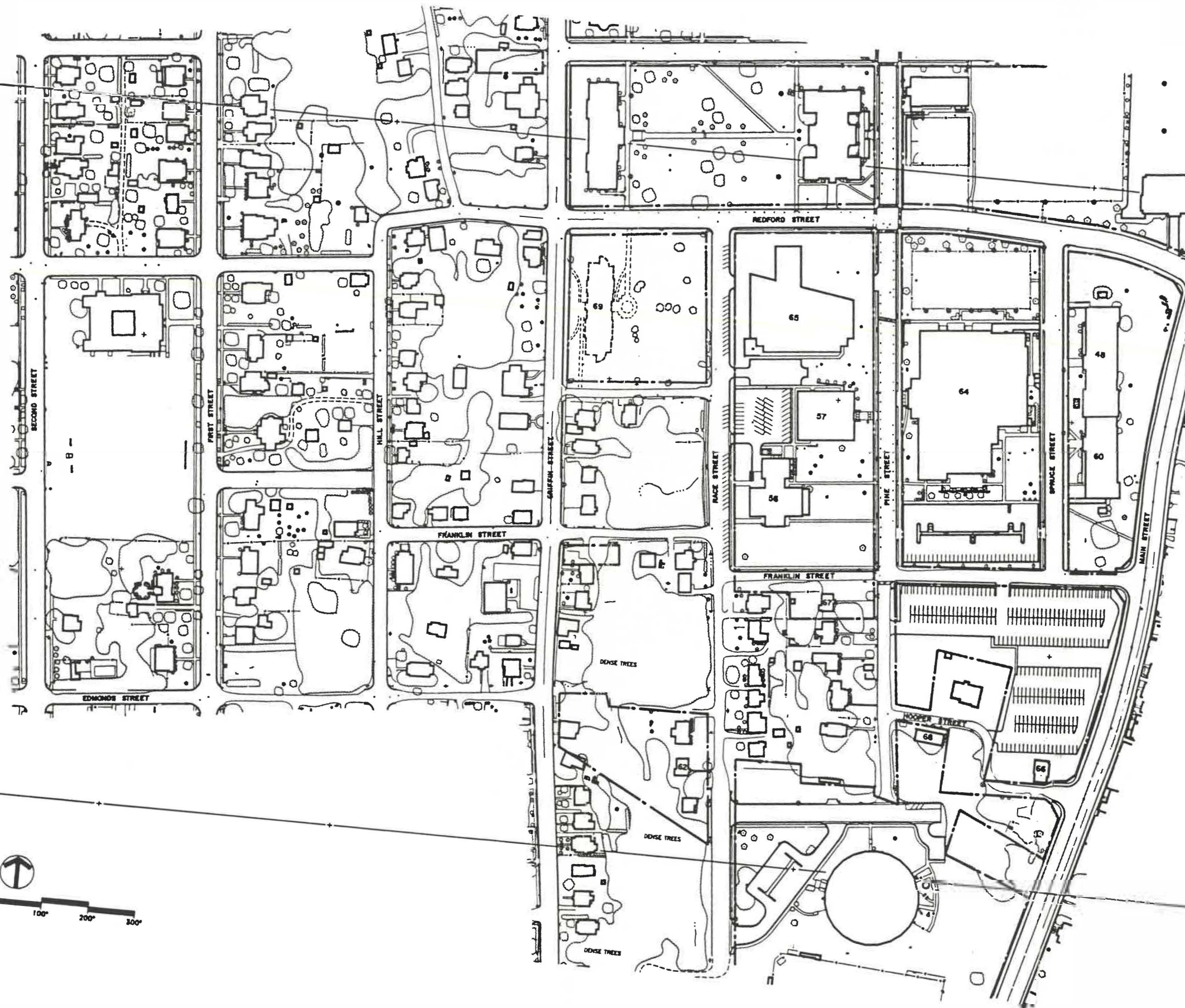
1839  
LONGWOOD COLLEGE

T A B  
B . 1



N 351,500  
MATCH LINE A  
E 2,028,000

N 350,000  
MATCH LINE B  
E 2,028,000

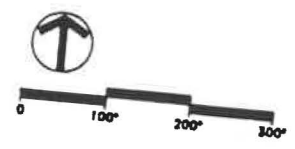


HANBURY  
EVANS  
NEWILL  
VLATTAS

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_

MAPPING PRODUCED BY  
PHOTOGRAMMETRIC DATA SERVICES,  
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PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA

FAACS	BUILDING
48	CURRY
58	BEDFORD
57	WYCAL
80	FRAZER
62	HOUSE RACE ST.
64	LANCER
65	LIBRARY
66	HOUSE MAIN ST.
67	HOUSE PINE ST.
68	PSYCHOLOGY LAB
69	NEW STUDENT HOUSING



MAIN CAMPUS  
MASTER PLAN



1839

LONGWOOD COLLEGE

T A B

B . 2



HANBURY  
EVANS  
NEWILL  
VLATTAS

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

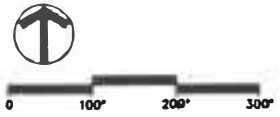
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PHOTOGRAMMETRIC DATA SERVICES,  
INC. STERLING VIRGINIA

PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA

FAACS BUILDING  
59 WYNNE

MATCH LINE B

E 3,028,000  
+ N 348,500



E 3,028,000  
+ N 348,500

SOUTH CAMPUS  
MASTER PLAN



1839

LONGWOOD COLLEGE

T A B  
B . 3



HANBURY  
EVANS  
NEWILL  
VLATTAS

DATE: \_\_\_\_\_

MAPPING PRODUCED BY  
PHOTOGRAMMETRIC DATA SERVICES,  
INC. STERLING VIRGINIA  
PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA

- |    |                       |
|----|-----------------------|
| 63 | STORAGE BARN          |
| 29 | LONGWOOD HOUSE GARAGE |
| 28 | LONGWOOD HOUSE        |
| 27 | CLUB HOUSE            |
| 26 | LOG CABIN             |
| 05 | BUILDING BARBER HOUSE |

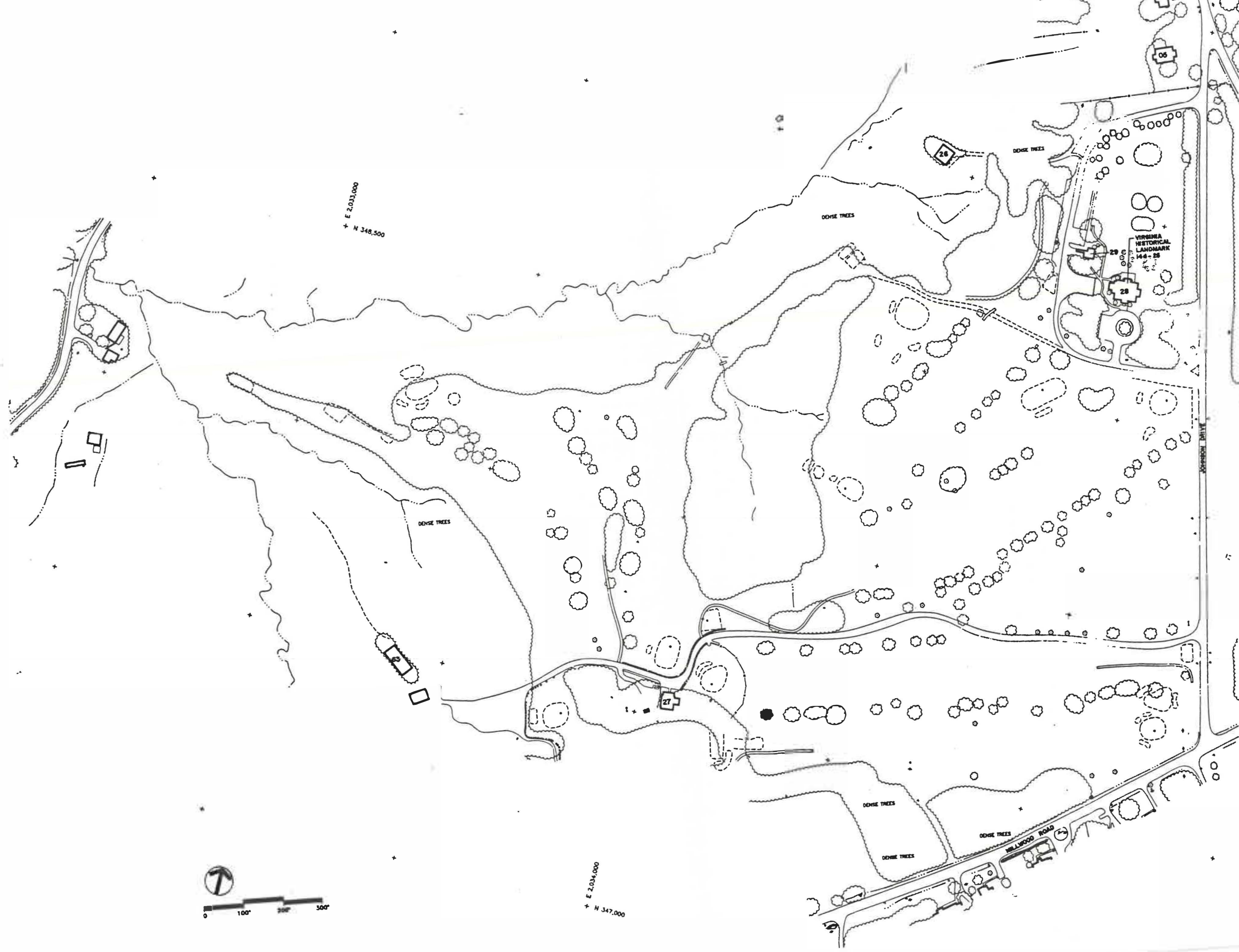
LONGWOOD  
ESTATES  
MASTER PLAN



1839

LONGWOOD COLLEGE

T A B  
B . 4



HANBURY  
EVANS  
NEWILL  
VLATTAS

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

MAPPING PRODUCED BY  
PHOTOGRAMMETRIC DATA SERVICES,  
INC. STERLING VIRGINIA  
PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA

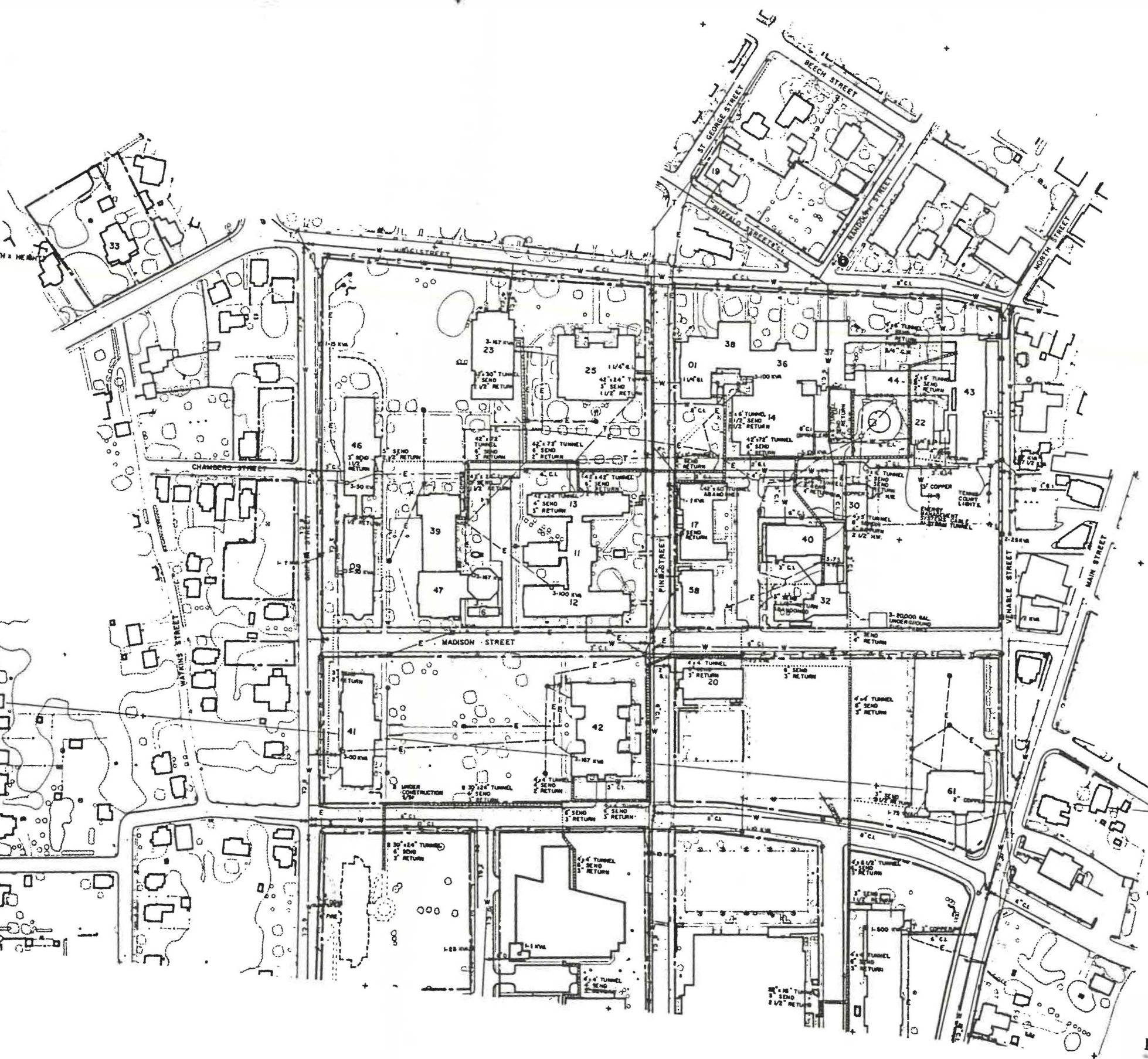
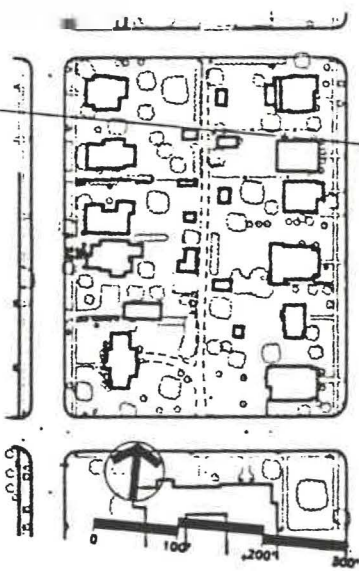
E 2,026,000  
N 352,500

**KEY**

- WATER LINE
- HYDRANT
- HEATING LINES IN TUNNEL (WIDTH = HEIGHT)
- HEATING LINES IN THERMOTILE
- OVERHEAD POWER LINE
- UNDERGROUND POWER LINE
- UNDERGROUND TELEPHONE LINE
- POLE
- LIGHT
- TRANSFORMER
- MANHOLE/HANDHOLE
- STAND PIPE
- VALVE
- CAST. IRON
- GALV. IRON
- COLD WATER
- HOT WATER

E 2,026,000  
N 352,000

MATCH LINE A



UTILITIES NORTH  
MASTER PLAN

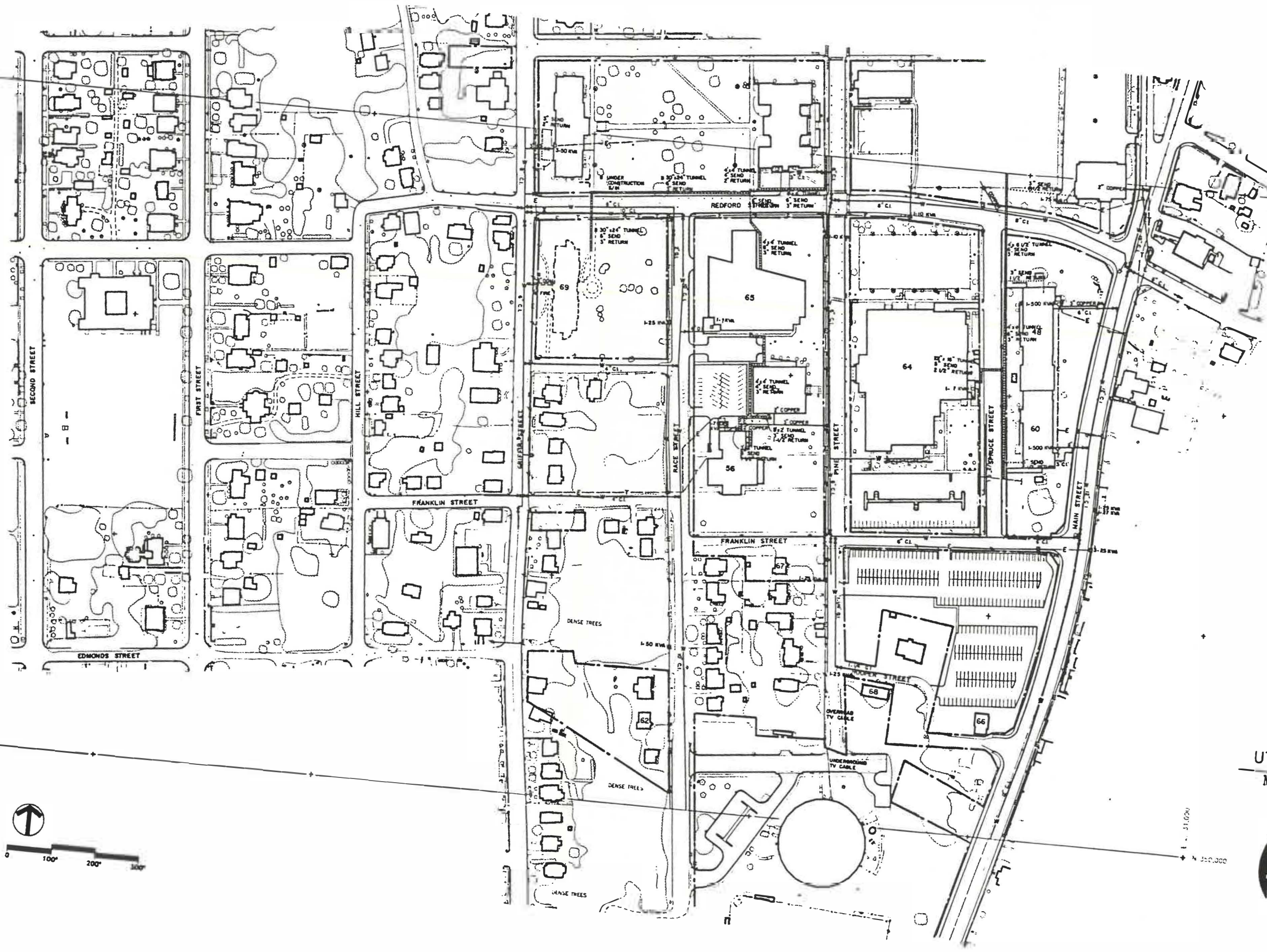


1839  
LONGWOOD COLLEGE

T A B  
C-1.1

HANBURY  
EVANS  
NEWILL  
VLATTAS

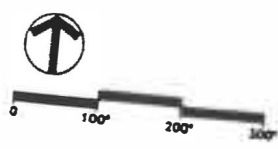
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INC. STERLING VIRGINIA  
PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA



N 351,500  
E 2,028,000  
MATCH LINE A

E 2,028,000  
N 351,000

N 350,000  
E 4,718,000  
MATCH LINE B



N 350,000  
E 31,020



1839  
LONGWOOD COLLEGE

T A B

C-1.2

HANBURY  
EVANS  
NEWLL  
VLATTAS

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

MAPPING PRODUCED BY  
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INC. STERLING VIRGINIA

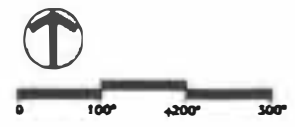
PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA



MATCH LINE B

+E 2,028,000  
+N 348,500

+E 2,028,000  
+N 348,500



UTILITIES SOUTH  
MASTER PLAN



1839

LONGWOOD COLLEGE

T A B

C-1.3

HANBURY  
EVANS  
NEWILL  
VLATTAS

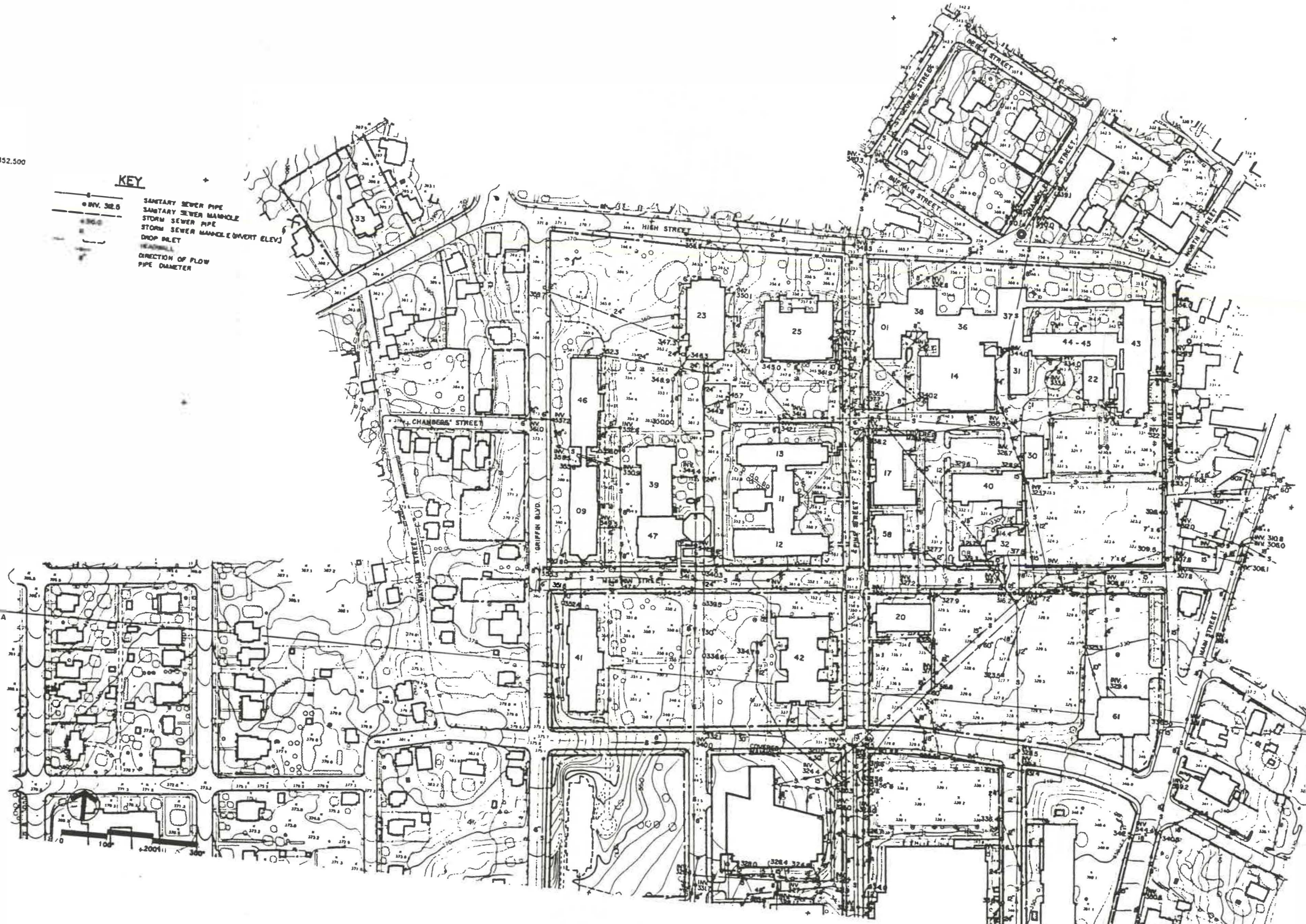
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INC. STERLING VIRGINIA  
PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA

E 2,027,000  
N 352,500

**KEY**

- SANITARY SEWER PIPE
- SANITARY SEWER MANHOLE
- STORM SEWER PIPE
- STORM SEWER MANHOLE INVERT ELEV.
- DROP INLET
- HEADWALL
- DIRECTION OF FLOW
- PIPE DIAMETER

E 2,028,000  
N 352,000



MATCH LINE A

SANITARY AND  
STORM SEWER  
NORTH  
MASTER PLAN



1839

LONGWOOD COLLEGE

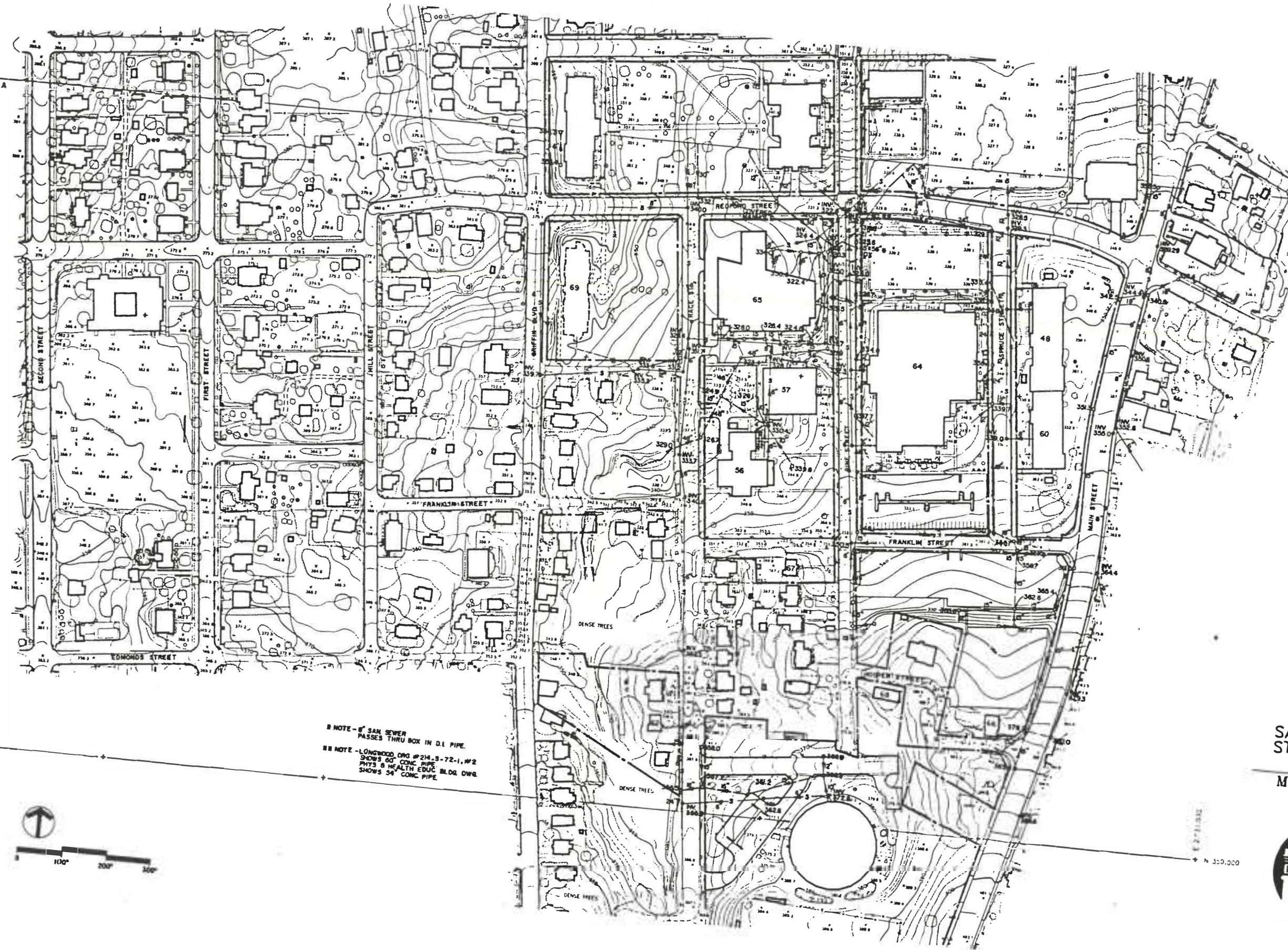
T A B

C-21

NOTE - SAN SEWER PASSES  
THRU BOX IN O.I. PIPE.  
NOTE - LONGWOOD DRG. # 214-S-72-1, #2  
SHOWS 80" CONC. PIPE  
PHYS. & HEALTH EDUC. BLDG. DRG.  
SHOWS 54" CONC. PIPE.

HANBURY  
EVANS  
NEWILL  
VLATTAS

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_  
MAPPING PRODUCED BY  
PHOTOGRAMMETRIC DATA SERVICES,  
INC. STERLING VIRGINIA  
PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA



NOTE - 8" SAN SEWER  
PASSES THRU BOX IN D.I. PIPE.  
NOTE - LONGWOOD ONG #214, S-72-1, #2  
SHOWS 60" CONC. PIPE  
#173 & HEALTH EDUC. BLDG. DWG.  
SHOWS 34" CONC. PIPE

SANITARY AND  
STORM SEWER  
MAIN  
MASTER PLAN



1839

LONGWOOD COLLEGE

T A B

C-2.2

HANBURY  
EVANS  
NEWILL  
VLATTAS

APPROVED \_\_\_\_\_ DATE: \_\_\_\_\_

MAPPING PRODUCED BY  
PHOTOGRAMMETRIC DATA SERVICES,  
INC. STERLING VIRGINIA

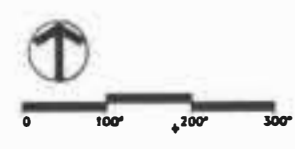
PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA



MATCH LINE B

E 2,628,000  
+N 349,000

E 2,628,000  
N 348,500



SANITARY AND  
STORM SEWER  
SOUTH  
MASTER PLAN



1839

LONGWOOD COLLEGE

T A B

C-2.3

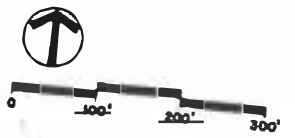
E 2,628,000  
N 349,500

HANBURY  
EVANS  
NEWILL  
VLATTAS

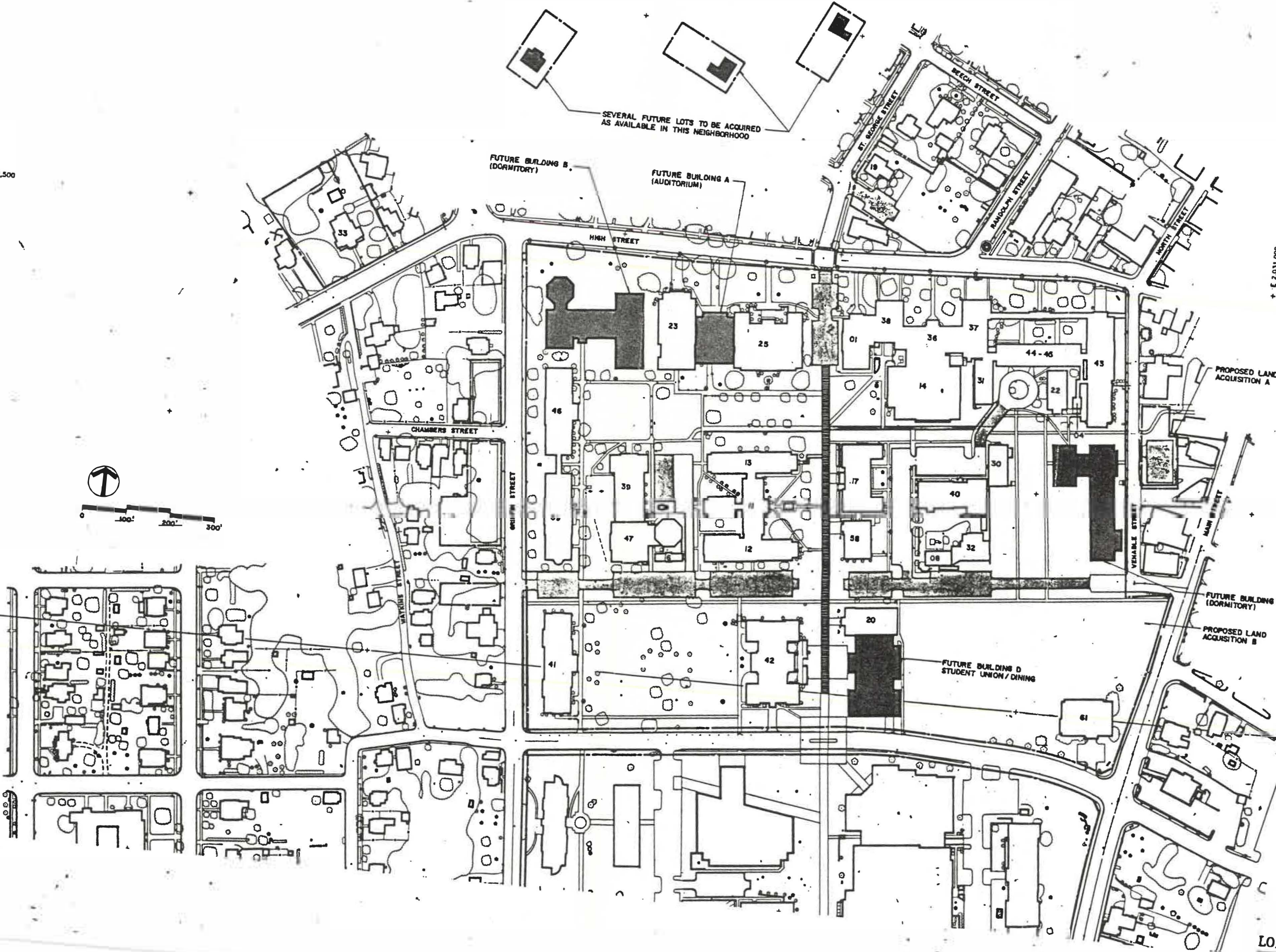
DATE: \_\_\_\_\_

E 2,028,000  
+ N 352,500

E 2,031,000  
+ N 352,500



MATCH LINE A



FUTURE  
DEVELOPMENT  
NORTH  
MASTER PLAN



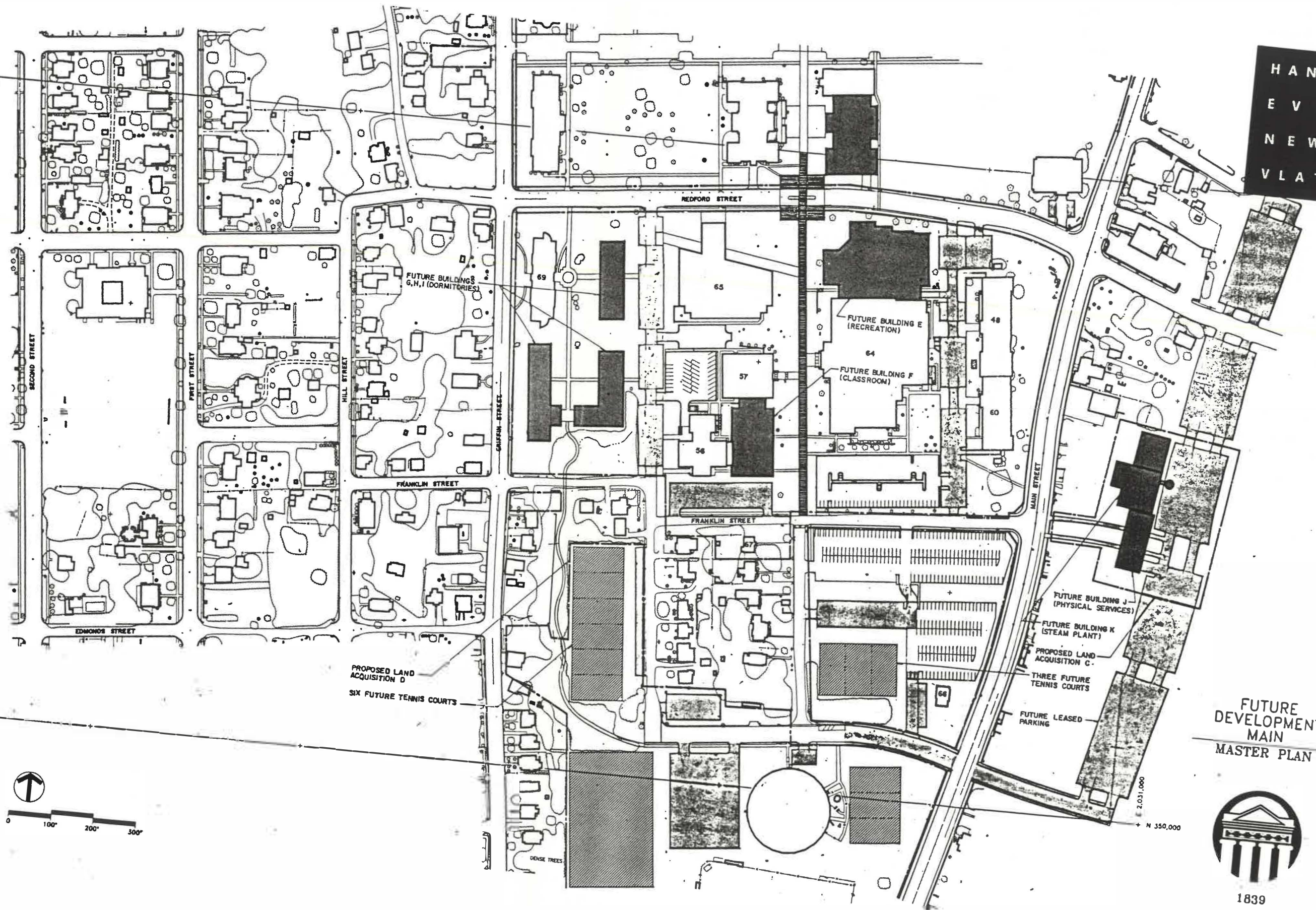
1839  
LONGWOOD COLLEGE

T A B  
D 1

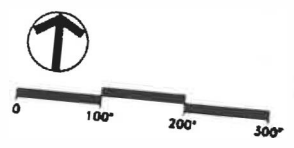


HANBURY  
EVANS  
NEWILL  
VLATTAS

+ E 2,028,000  
N 351,500  
MATCH LINE A



+ E 2,028,000  
N 350,000  
MATCH LINE B



FUTURE  
DEVELOPMENT  
MAIN  
MASTER PLAN



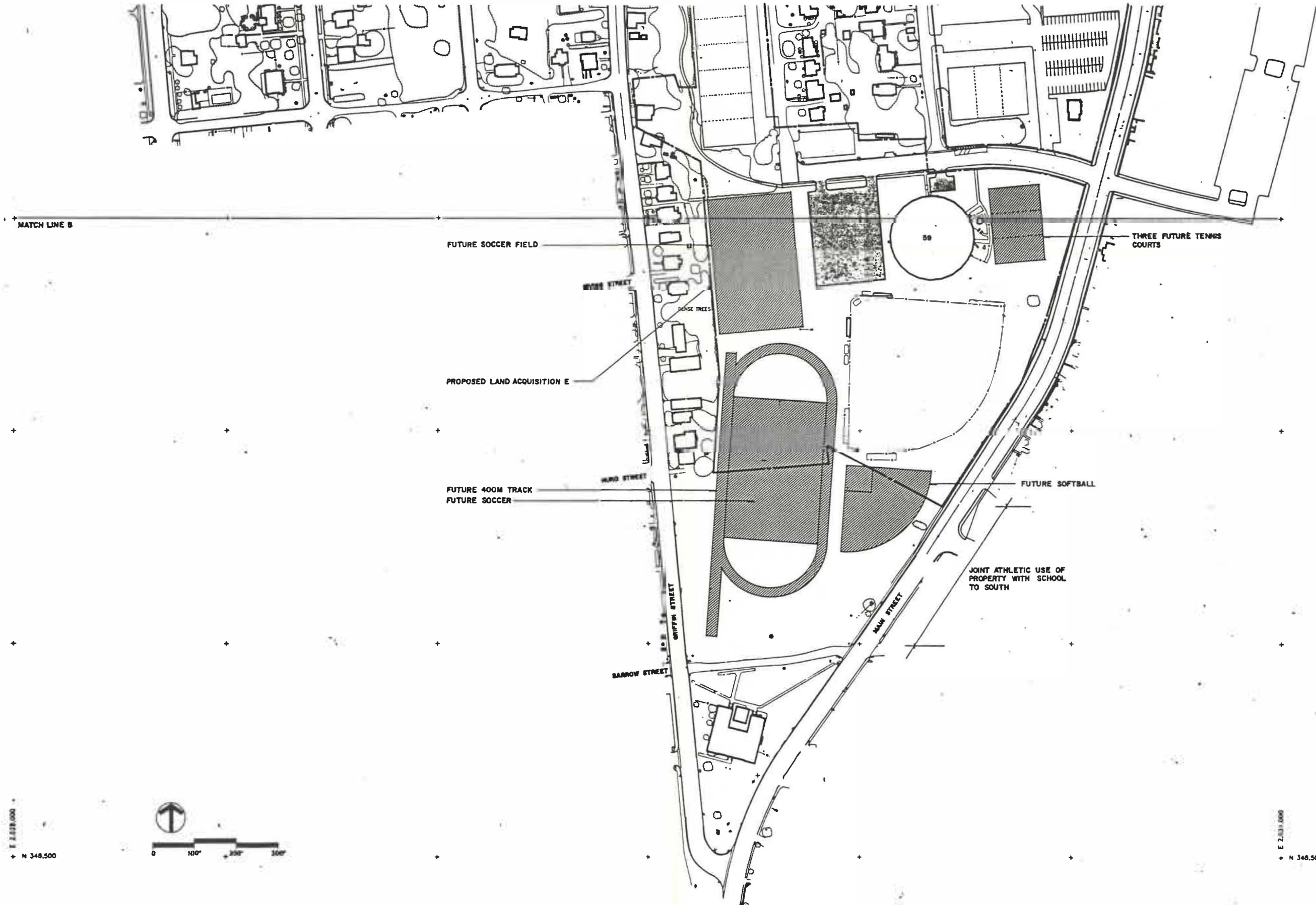
1839

LONGWOOD COLLEGE

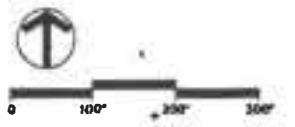
T A B  
D 2

HANBURY  
EVANS  
NEWILL  
VLATTAS

APPROVED DATE



E 2,631,000  
N 348,500



FUTURE  
DEVELOPMENT  
SOUTH  
MASTER PLAN



1839

LONGWOOD COLLEGE

E 2,631,000  
N 348,500

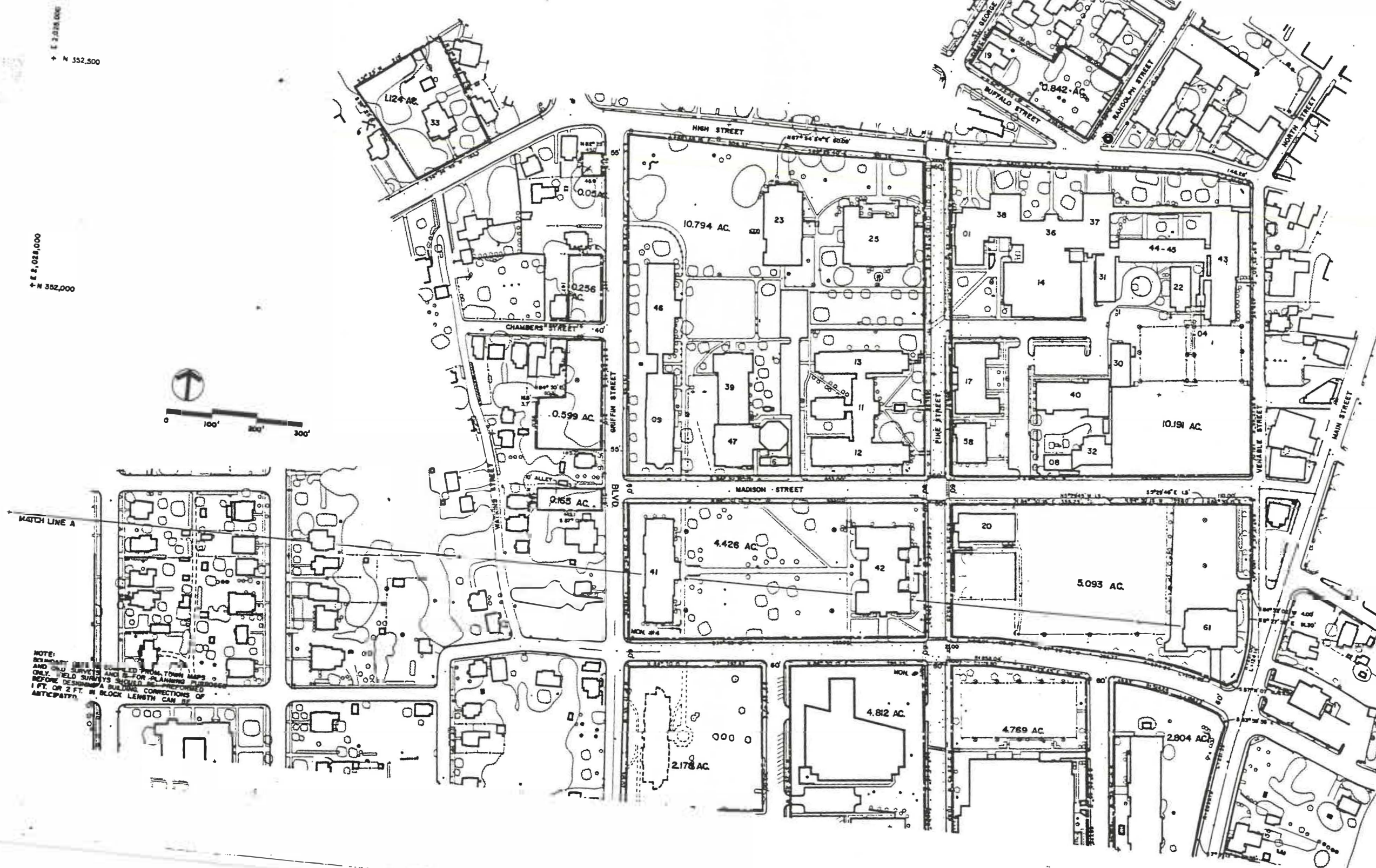
T A B

D . 3

HANBURY  
EVANS  
NEWILL  
VLATTAS

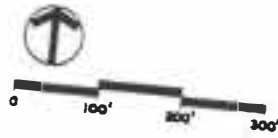
APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

MAPPING PRODUCED BY  
PHOTOGRAMMETRIC DATA SERVICES,  
INC. STERLING VIRGINIA  
PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA



E 2,031,000  
N 352,500

E 2,058,000  
N 352,000



MATCH LINE A

NOTE:  
BOUNDARY LINES COMPILED FROM TOWN MAPS  
AND OLD SURVEYS ARE TO BE USED FOR PLANNING PURPOSES  
ONLY. FIELD SURVEYS SHOULD BE CONDUCTED AND RECORDED  
BEFORE DESIGNING BUILDINGS. CORRECTIONS OF  
1 FT. OR 2 FT. IN BLOCK LENGTH CAN BE  
ANTICIPATED.

PROPERTY  
BOUNDARIES  
NORTH  
MASTER PLAN

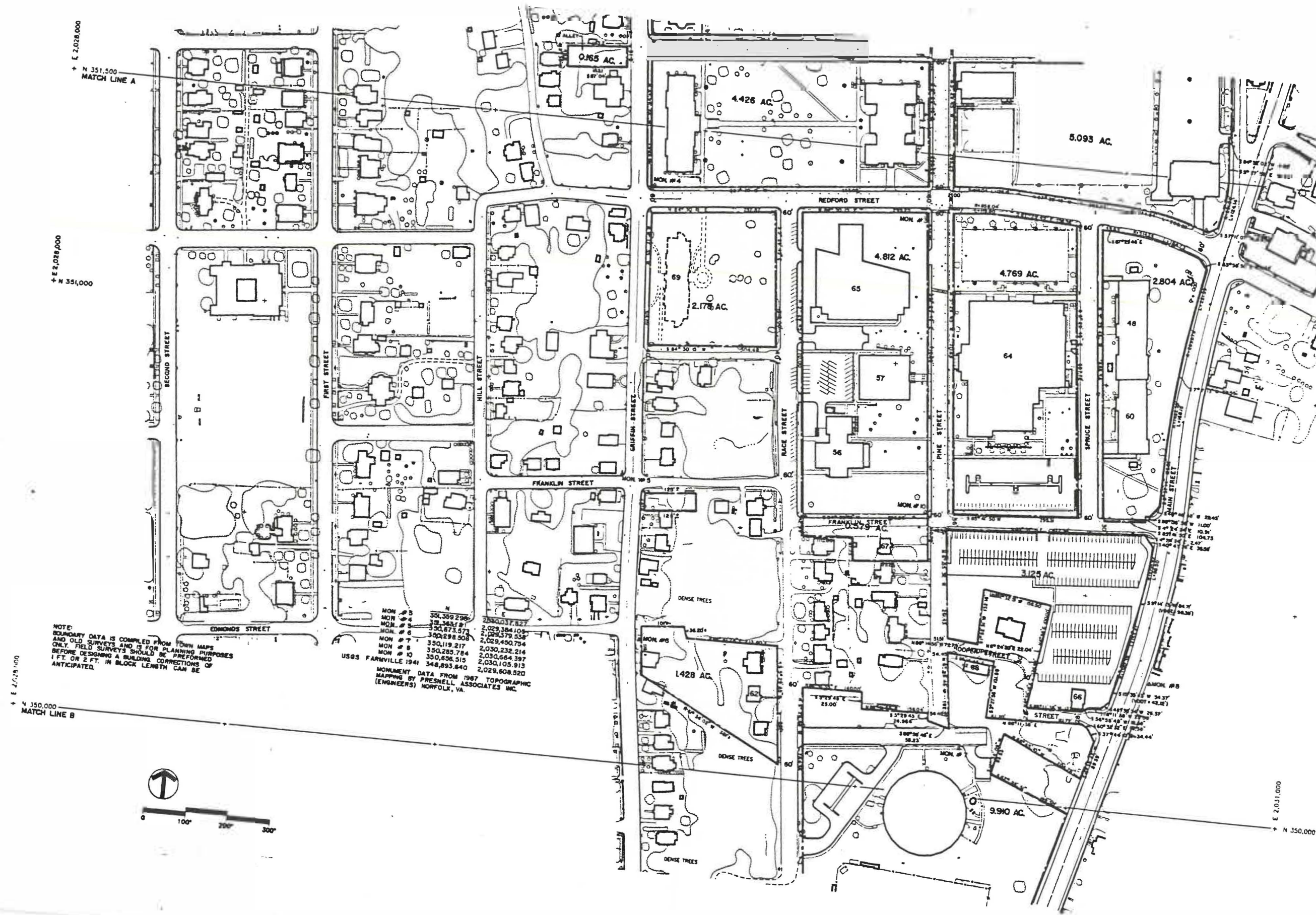


1839  
LONGWOOD COLLEGE

T A B  
PB . 1

HANBURY  
EVANS  
NEWILL  
VLATTAS

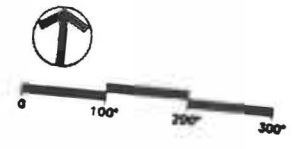
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 MAPPING PRODUCED BY  
 PHOTOGRAMMETRIC DATA SERVICES,  
 INC. STERLING VIRGINIA  
 PROPERTY LINES, METES AND BOUNDS,  
 AND UTILITIES INFORMATION BY ECI  
 ENGINEERS RICHMOND VIRGINIA



NOTE:  
 BOUNDARY DATA IS COMPILED FROM TOWN MAPS  
 AND OLD SURVEYS AND IS FOR PLANNING PURPOSES  
 ONLY. FIELD SURVEYS SHOULD BE PERFORMED  
 BEFORE DESIGNING A BUILDING. CORRECTIONS OF  
 1 FT. OR 2 FT. IN BLOCK LENGTH CAN BE  
 ANTICIPATED.

MONUMENT DATA FROM 1987 TOPOGRAPHIC  
 MAPPING BY PRESNELL ASSOCIATES INC.  
 (ENGINEERS) NORFOLK, VA.

PROPERTY  
 BOUNDARIES  
 MAIN  
 MASTER PLAN



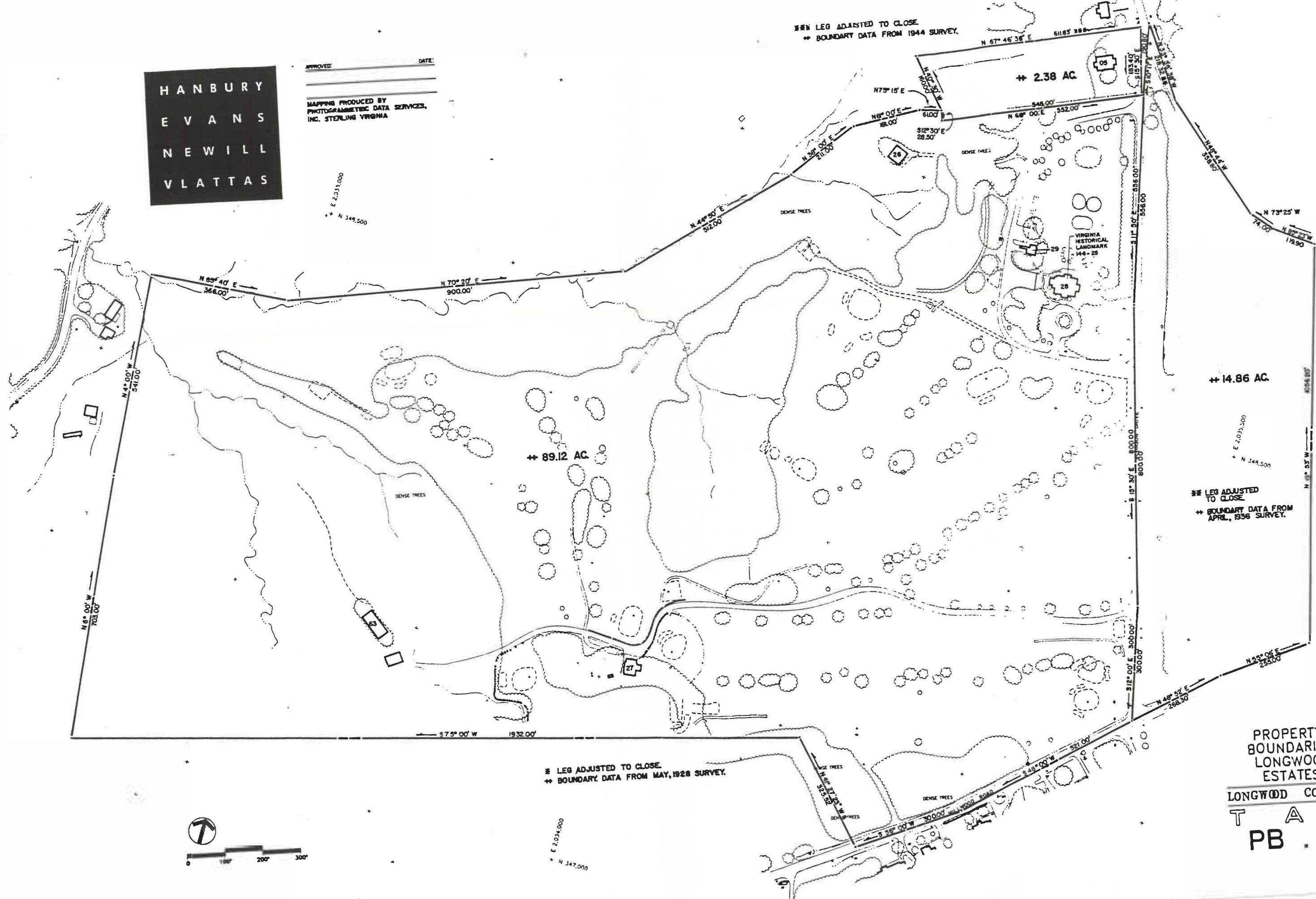
1839  
 LONGWOOD COLLEGE

T A B  
 PB 2

HANBURY  
EVANS  
NEWILL  
VLATTAS

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_  
 MAPPING PRODUCED BY  
 PHOTOGRAMMETRIC DATA SERVICES,  
 INC. STERLING VIRGINIA

LEG ADJUSTED TO CLOSE  
 BOUNDARY DATA FROM 1944 SURVEY.



E 2,031,000  
 N 349,500

14.86 AC

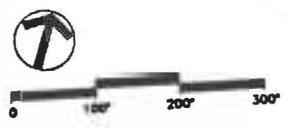
89.12 AC

2.38 AC

LEG ADJUSTED TO CLOSE  
 BOUNDARY DATA FROM APRIL, 1936 SURVEY.

LEG ADJUSTED TO CLOSE  
 BOUNDARY DATA FROM MAY, 1928 SURVEY.

PROPERTY BOUNDARIES  
 LONGWOOD ESTATES  
 LONGWOOD COLLEGE  
 T A B  
 PB . 4



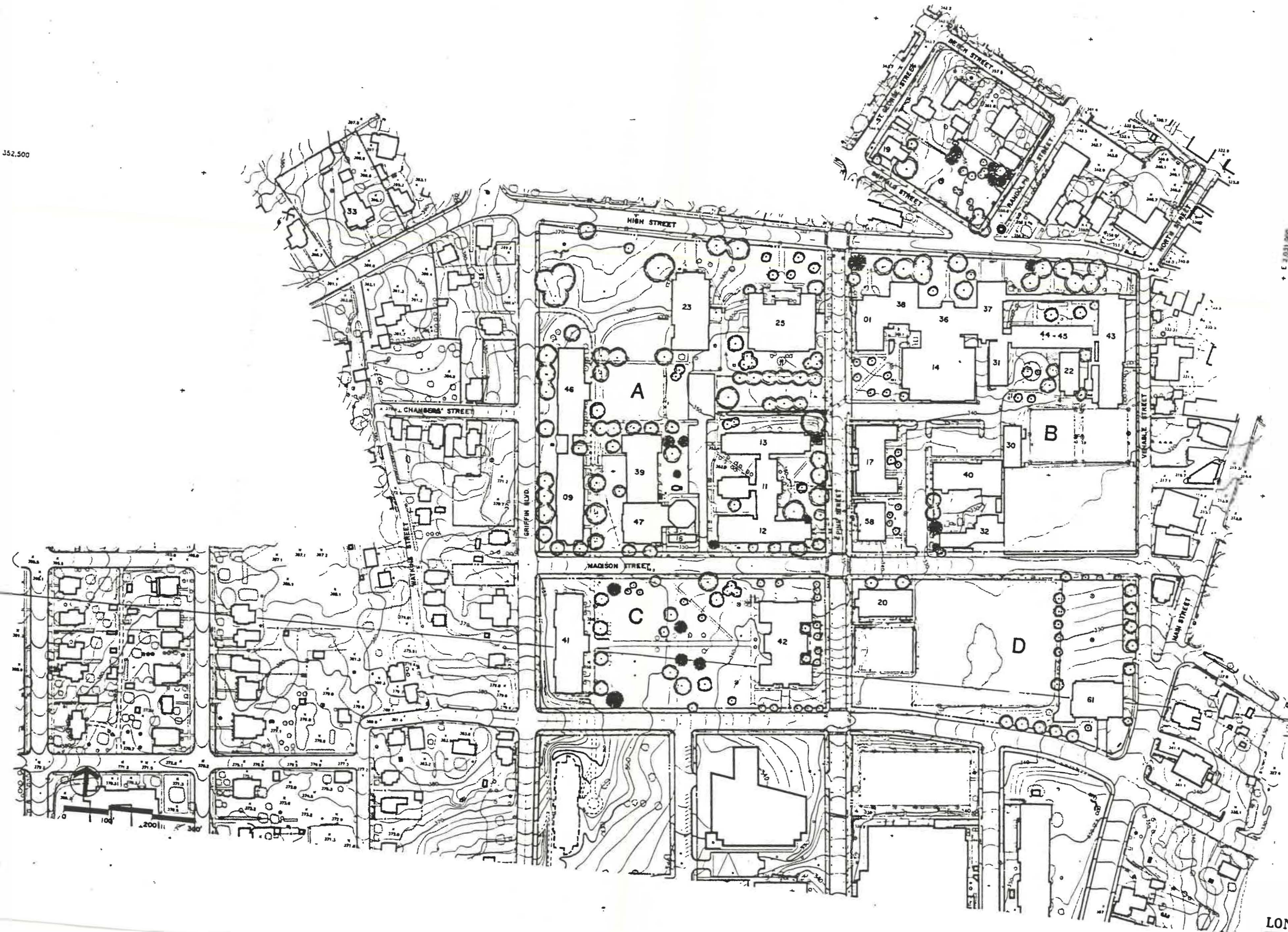
E 2,034,000  
 N 347,000

N 352,500

HANBURY  
EVANS  
NEWILL  
VLATTAS

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

MAPPING PRODUCED BY  
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PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA  
REFER TO NARRATIVE FOR TREE  
NUMBERS AND IDENTIFICATION



LANDSCAPE  
NORTH  
MASTER PLAN



1839

LONGWOOD COLLEGE

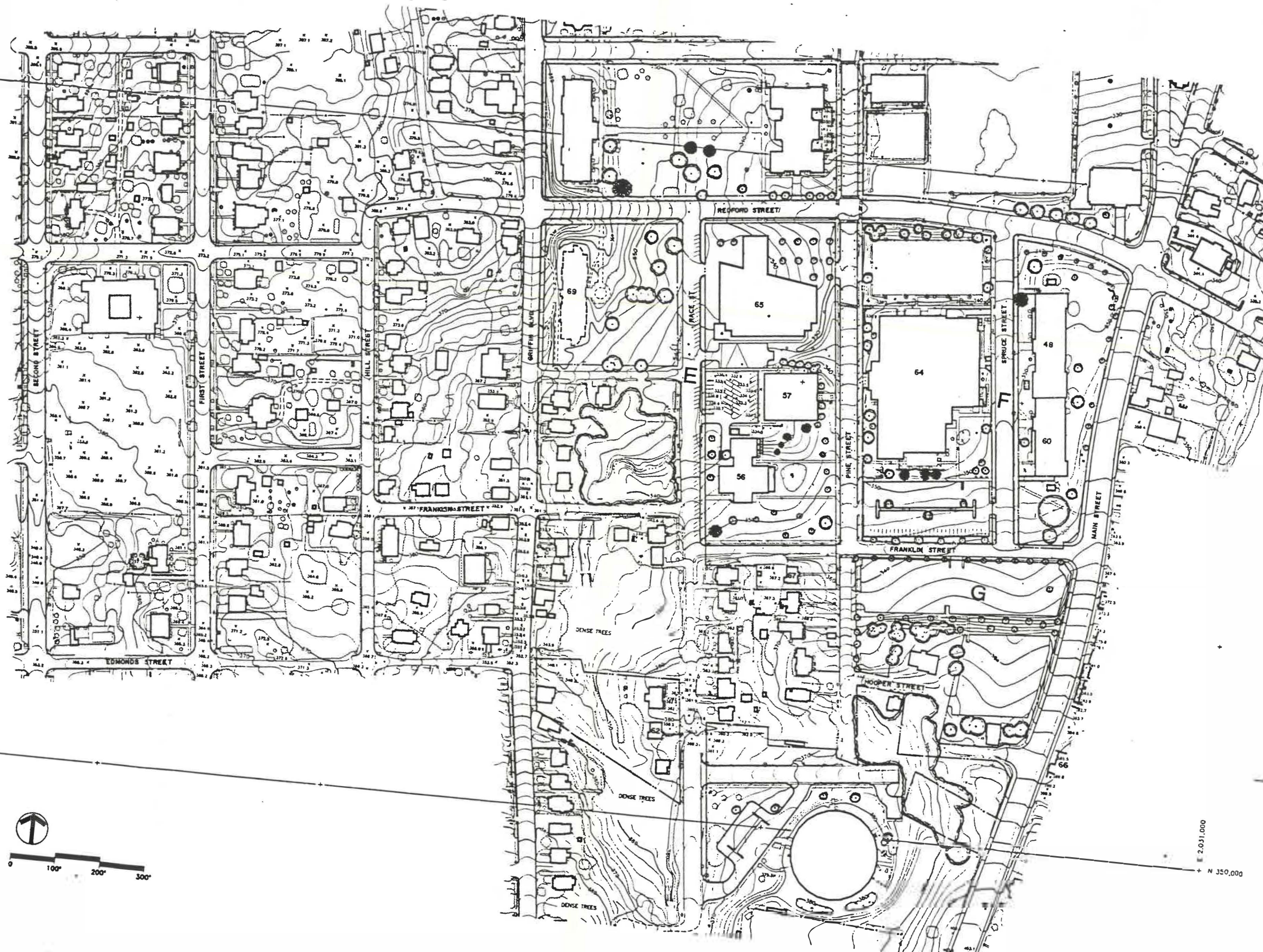
T A B

L. 1

F. E. JOHNSON  
N 352,500

HANBURY  
EVANS  
NEWILL  
VLATTAS

MAPPING PRODUCED BY  
PHOTOGRAMMETRIC DATA SERVICES,  
INC. STERLING VIRGINIA  
PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA  
REFER TO NARRATIVE FOR TREE  
NUMBERS AND IDENTIFICATION



LANDSCAPE  
MAIN  
MASTER PLAN



1839

LONGWOOD COLLEGE

T A B

L . 2

HANBURY  
EVANS  
NEWILL  
VLATTAS

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

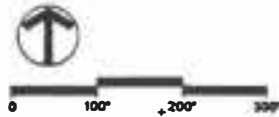
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PHOTOGRAMMETRIC DATA SERVICES,  
INC. STERLING VIRGINIA

PROPERTY LINES, METES AND BOUNDS,  
AND UTILITIES INFORMATION BY ECI  
ENGINEERS RICHMOND VIRGINIA

REFER TO NARRATIVE FOR TREE  
NUMBERS AND IDENTIFICATION



+ E 1,038.000  
+ N 348.500



+ E 1,031.000  
+ N 348.500

LANDSCAPE  
SOUTH  
MASTER PLAN



1839

LONGWOOD COLLEGE

T A B

L . 3



HANBURY  
EVANS  
NEWILL  
VLATTAS

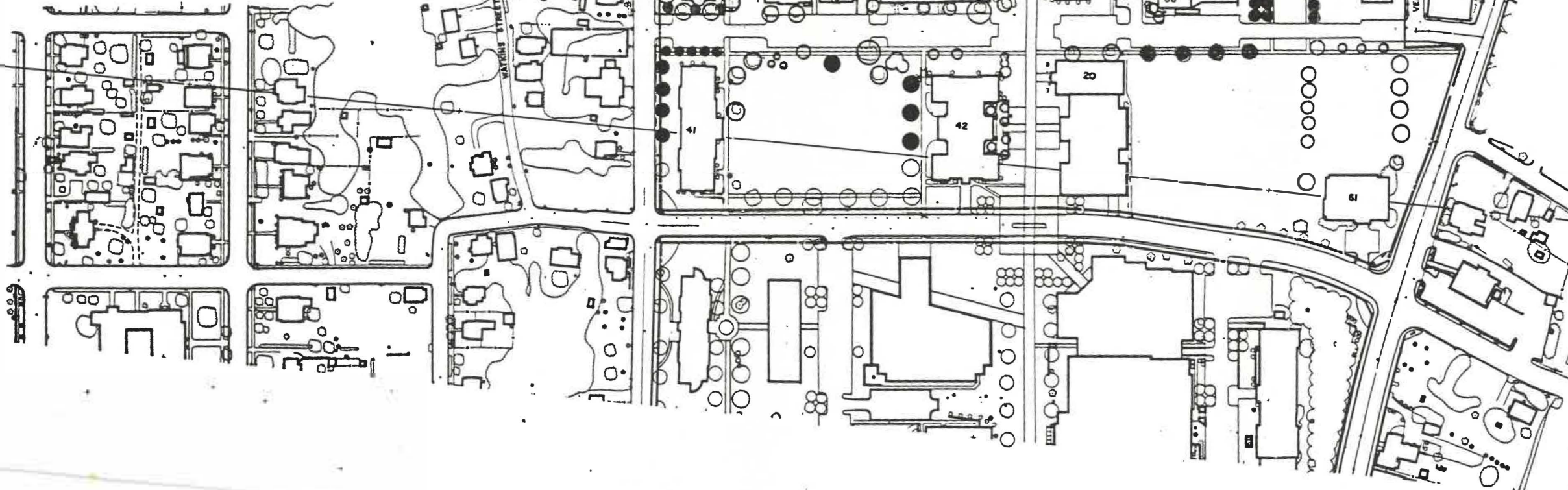
APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

MAPPING PRODUCED BY  
PHOTOGRAMMETRIC DATA SERVICES,  
INC. STERLING VIRGINIA  
+ E 2,031,000  
+ N 352,500

+ E 1,038,000  
+ N 352,500



MATCH LINE A



LANDSCAPE  
DEVELOPMENT  
NORTH  
MASTER PLAN



1839  
LONGWOOD COLLEGE

A B  
LD 1

HANBURY  
EVANS  
NEWILL  
VLATTAS

APPROVED \_\_\_\_\_ DATE \_\_\_\_\_

MAPPING PRODUCED BY  
PHOTOGRAMMETRIC DATA SERVICES,  
INC. STERLING VIRGINIA

MATCH LINE B

LANDSCAPE  
DEVELOPMENT  
SOUTH  
MASTER PLAN



1839

LONGWOOD COLLEGE

T A B

LD . 3

E 2,812,000

N 348,500



0 100' 200'

E 2,812,000

N 348,500

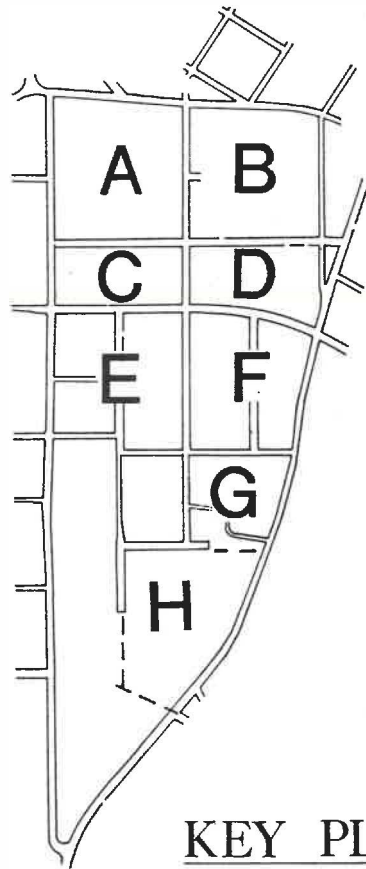
# LONGWOOD

## Appendix A

### Tree Survey

The following pages survey the existing trees in the landscape of Longwood College in Farmville, Virginia. Small decorative trees and shrubbery located at building and sidewalk edges have been eliminated from this survey in order to more easily depict the larger tree coverage of the College.

The campus Master Plan was broken down into lettered blocks as shown on the following key plan. Each block is shown separately with sequentially numbered trees and followed with a tree list giving the type, size, and condition for each tree or tree group. Any pertinent comments on a tree or grouping quality or size has been included with the tree list for each block.



KEY PLAN

# LONGWOOD

## Block "A"

Between Griffin and Pine Streets  
from High Street to Madison Street

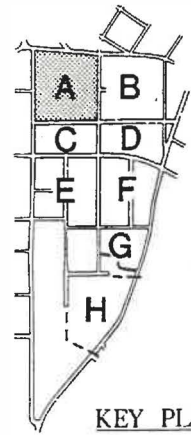
TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
1	Deadora Cedar	26"	Good	
2	Deadora Cedar	2 x 22"	Good	Double Trunk
3	Hackberry	42"	Good	
4	Catalpa	34"	Good	
5	Weeping Cherry	8"	Good	
6	Black Locust	20"	Good	
7	Sweet Gum	24"	Good	
8	Sweet Gum	28"	Good	
9	Norway Maple	3"	Good	
10	Spruce	16"	Good	
11	Sugar Maple	8"	Good	Double Trunk
12	Dogwood	3" - 4"	Fair-Poor	2 Trees, Mismatched
13	Sugar Maple	4"	Good	
14	Sugar Maple	4"	Good	
15	Spruce	24"	Good	
16	Burford Holly	--	Good	2 Trees, Both 10' High
17	Southern Magnolia	15" EA	Good	3 Tree Cluster
18	Southern Magnolia	15" EA	Good	3 Tree Cluster
19	Beech	21"	Good	
20	Red Maple	9"	Poor	Very Misshapen
21	Red Maple	20"	Good	
22	Red Maple	20"	Good	
23	Red Maple	18"	Fair	Last One Lower Limb
24	Red Maple	21"	Good	
25	Red Maple	18"	Good	
26	Hackberry	38"	Good	
27	Dogwood	4 - 6"	Good	2 Tree Cluster
28	Forsythia Hedge	--	Good	Solid Hedge 6' Tall
29	Red Maple	15"	Good	
30	Red Maple	20"	Good	
31	Red Maple	18"	Good	
32	Elm	60"	Good	
33	White Fir	9"	Good	
34	Sugar Maple	28"	Fair	Possible Insect Problem
35	Sugar Maple	26"	Fair	Possible Insect Problem
36	Surgar Maple	32"	Good	
37	Sugar Maple	5"	Good	
38	White Fir	5"	Fair	Very Close to Building
39	Elm	36"	Good	
40	Dogwood	3"	Good	

## Block "A" Continued

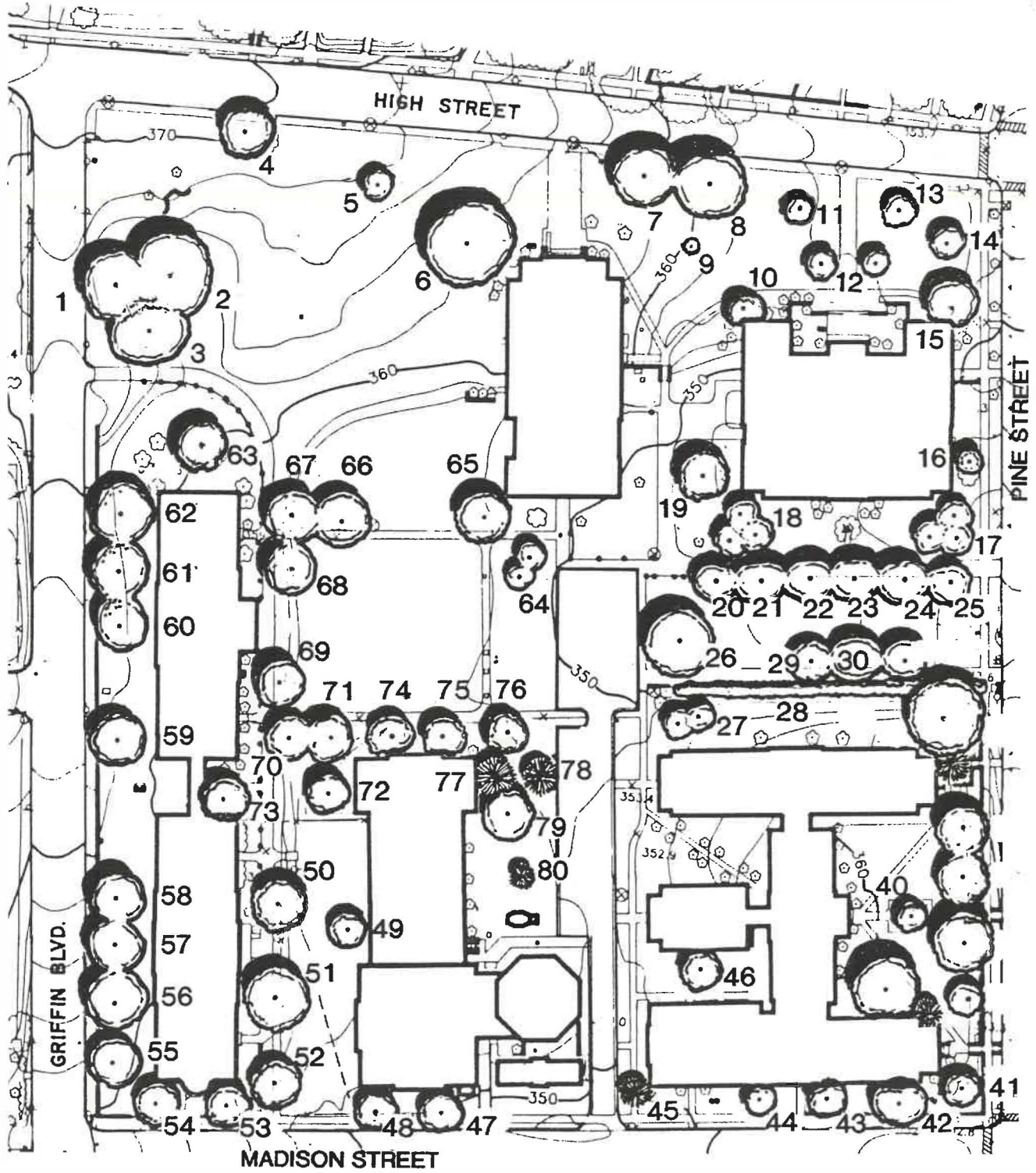
TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
41	Sugar Maple	7"	Good	
42	Elm	26"	Fair	Last One Lower Limb
43	American Holly	15"	Good	
44	Dogwood	2 x 8"	Good	Double Trunk
45	White Fir	9"	Good	
46	Bald Cypress	17"	Good	
47	Golden Rain	2 x 9"	Good	Double Trunk
48	Black Locust	26"	Good	
49	American Holly	16"	Good	
50	Willow Oak	30"	Good	
51	William Oak	34"	Good	
52	Willow Oak	21"	Good	
53	Hackberry	22"	Fair	Very Misshapen
54	Hackberry	22"	Good	
55	Tulip Poplar	15"	Good	
56	Tulip Poplar	20"	Good	
57	Tulip Poplar	21"	Good	
58	Tulip Poplar	22"	Good	
59	Tulip Poplar	20"	Good	
60	Tulip Poplar	20"	Good	
61	Tulip Poplar	26"	Good	
62	Tulip Poplar	30"	Good	
63	Willow Oak	26"	Good	
64	Crab Apple	8"	Good	2 Tree Cluster
65	Water Oak	28"	Good	
66	Water Oak	20"	Good	
67	Water Oak	28"	Good	
68	Water Oak	23"	Good	
69	Water Oak	21"	Good	
70	Water Oak	22"	Good	
71	Water Oak	22"	Good	
72	Bald Cypress	15"	Good	
73	Willow Oak	34"	Good	
74	Water Oak	20"	Good	
75	Water Oak	22"	Good	
76	Boxelder Maple	17"	Good	
77	Virginia Pine	2 x 11"	Good	Double Trunk
78	Virginia Pine	11"	Good	
79	Black Locust	17"	Good	
80	White Fir	6"	Good	

# BLOCK "A"

Between Griffin and Pine Streets  
from High Street to Madison Street.



KEY PLAN



# LONGWOOD

## Block "B" Between Pine and Venable Streets from High Street to Madison Street

TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
1	Southern Magnolia	2 x 9"	Good	Double Trunk
2	Dogwood	3 x 7"	Good	Triple Trunk
3	Red Oak	38"	Good	
4	White Pine	12"	Good	2 Tree Cluster
5	Red Oak	13"	Good	
6	Red Oak	12"	Good	
7	Redbud	3 x 4"	Good	Triple Trunk
8	Golden Rain	2 x 4"	Fair	Wiry Shape
9	Burford Holly	--	Good	10' Tall Bush
10	White Pine	10 - 12"	Good	5 Tree Grouping
11	Hackberry	20"	Good	
12	Japanese Maple	3"	Good	
13	American Holly	6"	Good	2 Tree Cluster
14	Weeping Cherry	8"	Good	
15	Japanese Maple	2"	Good	
16	Bradford Pear	10"	Good	
17	Sugar Maple	30"	Fair	Possible Insect Problem
18	Sugar Maple	12"	Good	
19	White Fir	22"	Good	
20	Dogwood	12"	Good	
21	Southern Magnolia	28"	Good	
22	Red Maple	32"	Good	
23	Willow Oak	28"	Good	
24	Red Maple	30"	Good	
25	American Holly	12"	Good	
26	Willow Oak	32"	Good	
27	Southern Magnolia	6"	Good	
28	Ginko	30"	Good	
29	White Fir	18"	Fair	Lost One Side of Double Trunk
30	Willow Oak	32"	Good	
31	Willow Oak	32"	Good	
32	Willow Oak	36"	Good	
33	Willow Oak	38"	Good	
34	Willow Oak	30"	Good	
35	White Oak	38"	Fair	Very Misshapen
36	Dogwood	8"	Good	
37	Tulip Poplar	12"	Good	
38	Tulip Poplar	14"	Good	
39	Red Maple	24"	Fair	Very Misshapen
40	Red Maple	20"	Fair	Very Misshapen

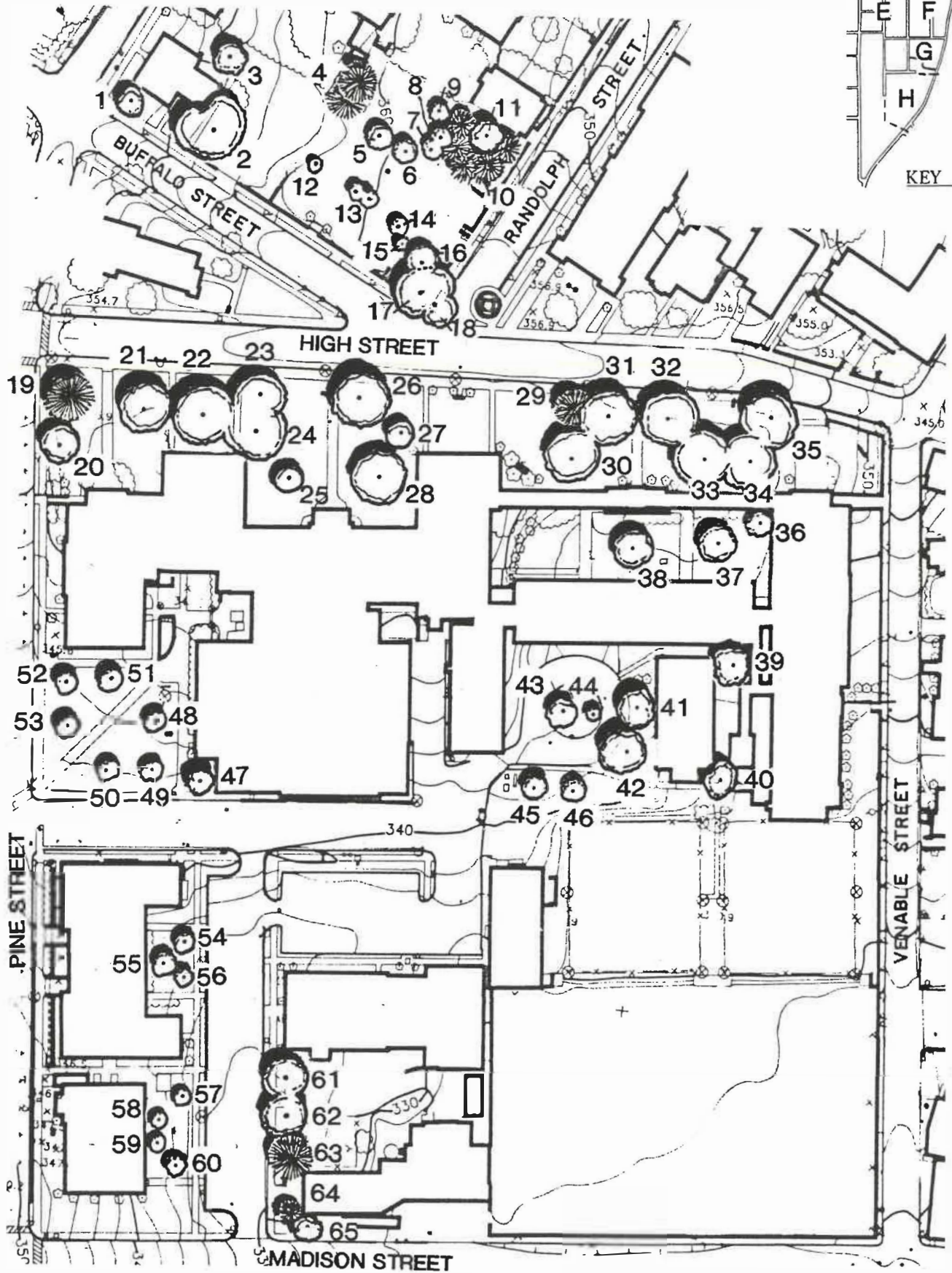
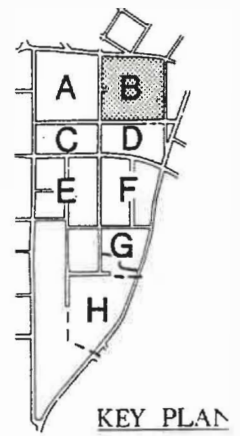


## Block "B" Continued

TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
41	Red Maple	18"	Fair	Very Misshapen
42	Red Maple	20"	Poor	Very Misshapen
43	Dogwood	12"	Good	
44	Dogwood	3"	Good	
45	Red Oak	6"	Good	
46	Red Oak	6"	Good	
47	Birch	4"	Good	
48	Birch	4"	Good	
49	Birch	4"	Good	
50	Birch	4"	Good	
51	Birch	4"	Good	
52	Birch	4"	Good	
53	Birch	4"	Good	
54	Dogwood	3"	Fair	Very Misshapen
55	Dogwood	6"	Good	
56	Dogwood	4"	Good	
57	Red Oak	4"	Good	
58	Water Oak	3"	Good	
59	Water Oak	3"	Good	
60	Red Oak	4"	Good	
61	Black Locust	18"	Good	
62	Black Locust	18"	Good	
63	Loblolly Pine	24"	Good	
64	Virginia Pine	14"	Poor	
65	Ginko	14"	Good	

# BLOCK "B"

Between Pine and Venable Streets  
from High Street to Madison Street.



# LONGWOOD

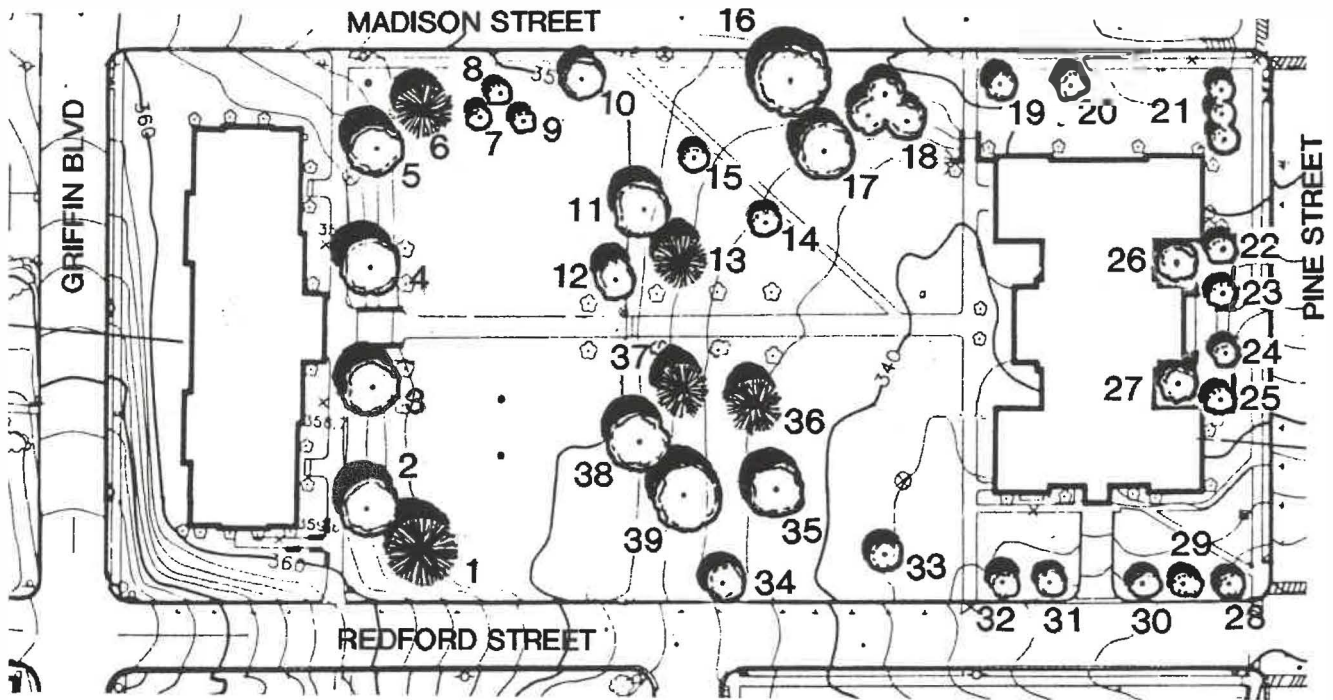
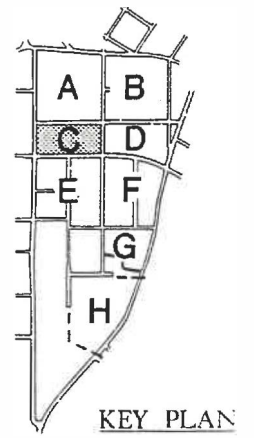
## Block "C"

Between Griffin & Pine Street  
from Madison Street to Redford

TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
1	Deadora Cedar	20"	Good	
2	Cherry	14"	Good	
3	Cherry	16"	Good	
4	Cherry	14"	Good	
5	Cherry	14"	Good	
6	Deadora Cedar	16"	Good	
7	Dogwood	4 x 3"	Good	Quadruple Trunk
8	Dogwood	4 x 6"	Good	Quadruple Trunk
9	Dogwood	4 x 5"	Good	Quadruple Trunk
10	Sugar Maple	8"	Good	
11	Loblolly Pine	18"	Good	
12	Cherry	8"	Good	
13	Loblolly Pine	15"	Good	
14	Red Oak	4"	Good	
15	Red Oak	4"	Good	
16	Silver Maple	2 x 20"	Good	Double Trunk
17	Red Oak	18"	Good	
18	Dogwood	3 - 5"	Good	3 Tree Cluster
19	Red Oak	5"	Good	
20	Red Oak	5"	Good	
21	Aristocrat Pear	3"	Good	Row of 3 Trees
22	Red Maple	4"	Good	
23	Red Maple	4"	Good	
24	Red Maple	4"	Good	
25	Red Maple	4"	Good	
26	Dogwood	4 x 4"	Good	Quadruple Trunk
27	Dogwood	4 x 4"	Good	Quadruple Trunk
28	Hornbeam	5"	Good	
29	Hornbeam	5"	Good	
30	Hornbeam	5"	Good	
31	Hornbeam	4"	Good	
32	Hornbeam	4"	Good	
33	Dogwood	4"	Good	
34	Southern Magnolia	6"	Good	
35	Red Oak	12"	Good	
36	Loblolly Pine	15"	Good	
37	Loblolly Pine	18"	Good	
38	Loblolly Pine	18"	Good	
39	Willow Oak	20"	Good	

# BLOCK "C"

Between Griffin and Pine Streets  
from Madison Street to Redford.



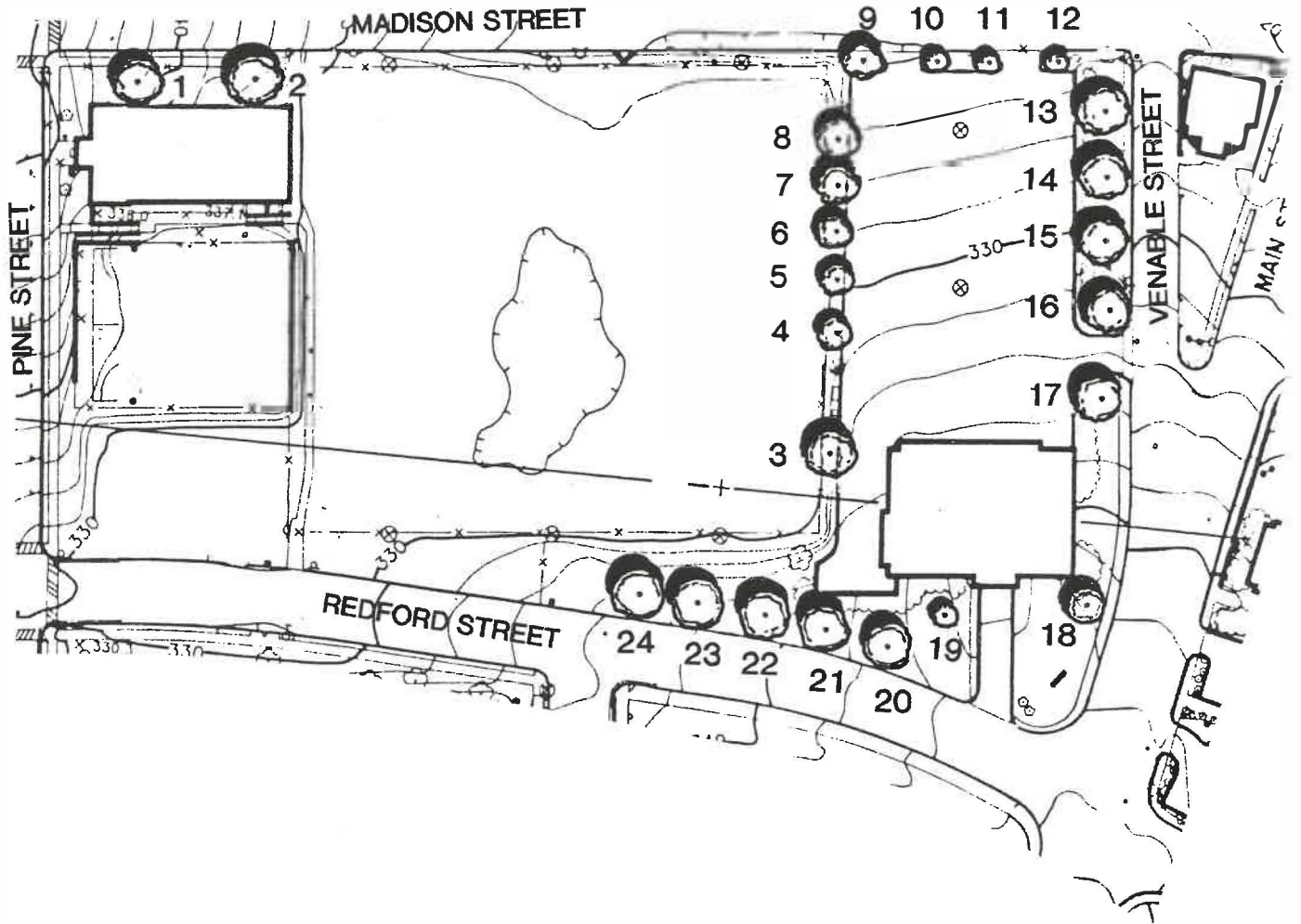
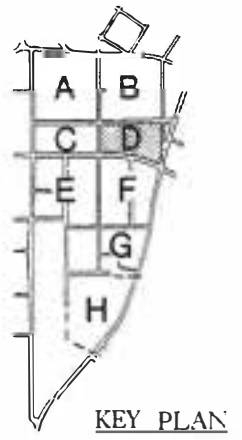
# LONGWOOD

## Block "D" Between Pine and Venable Streets from Madison Street to Redford

TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
1	American Holly	12"	Good	
2	Southern Magnolia	20"	Good	
3	Red Maple	10"	Good	
4	Korean Dogwood	4"	Poor	Very Misshapen
5	Korean Dogwood	4"	Poor	Very Misshapen
6	Korean Dogwood	6"	Poor	Very Misshapen
7	Korean Dogwood	10"	Good	
8	Korean Dogwood	4 x 6"	Good	Quadruple Trunk
9	Dogwood	3 x 3"	Good	Triple Trunk
10	Water Oak	3"	Good	
11	Water Oak	3"	Good	
12	Water Oak	2"	Good	
13	Willow Oak	15"	Good	
14	Willow Oak	15"	Good	
15	Willow Oak	14"	Good	
16	Willow Oak	18"	Poor	Possibly Dying
17	Willow Oak	15"	Good	
18	Crepe Myrtle	--	Good	15' Tall
19	Dogwood	3 x 3"	Good	
20	Willow Oak	15"	Fair	Under Stress
21	Willow Oak	12"	Fair	Under Stress
22	Willow Oak	15"	Good	
23	Willow Oak	15"	Fair	Under Stress
24	Willow Oak	15"	Good	

# BLOCK "D"

Between Pine and Venable Streets  
from Madison Street to Redford



# LONGWOOD

## Block "E"

Between Griffin & Pine Streets  
from Redford Street to Franklin

TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
1	Cherry	4"	Good	
2	Cherry	4"	Good	
3	Cherry	4"	Good	
4	Cherry	4"	Good	
5	Cherry	4"	Good	
6	Cherry	4"	Good	
7	Cherry	4"	Good	
8	Cherry	4"	Good	
9	Cherry	4"	Good	
10	Cherry	4"	Good	
11	Cherry	4"	Good	
12	Cherry	4"	Good	
13	Dogwood	2 x 3"	Good	Double Trunk
14	Dogwood	2 x 3"	Good	Double Trunk
15	Dogwood	2 x 4"	Good	Double Trunk
16	American Holly	4"	Good	
17	American Holly	3"	Good	
18	American Holly	6"	Good	
19	Weeping Birch	--	Good	15' Tall
20	Weeping Birch	--	Good	10' Tall
21	Weeping Birch	--	Good	10' Tall
22	Foster Holly	3 x 2"	Good	Triple Trunk
23	White Pine	8"	Good	
24	White Pine	6"	Good	
25	White Pine	4"	Good	
26	White Fir	4"	Good	
27	Sugar Maple	4"	Good	
28	Crepe Myrtle	--	Good	6' Tall
29	Sugar Maple	2"	Fair	Small & Struggling
30	Sugar Maple	2"	Good	
31	Red Oak	15"	Good	
32	Water Oak	3"	Good	
33	Willow Oak	3"	Good	
34	Red Oak	1"	Fair	Small & Struggling
35	Red Oak	1"	Fair	Small & Struggling
36	Water Oak	3"	Good	
37	Willow Oak	5"	Good	
38	White Pine	10"	Good	
39	Sugar Maple	2"	Good	
40	Sugar Maple	2"	Good	

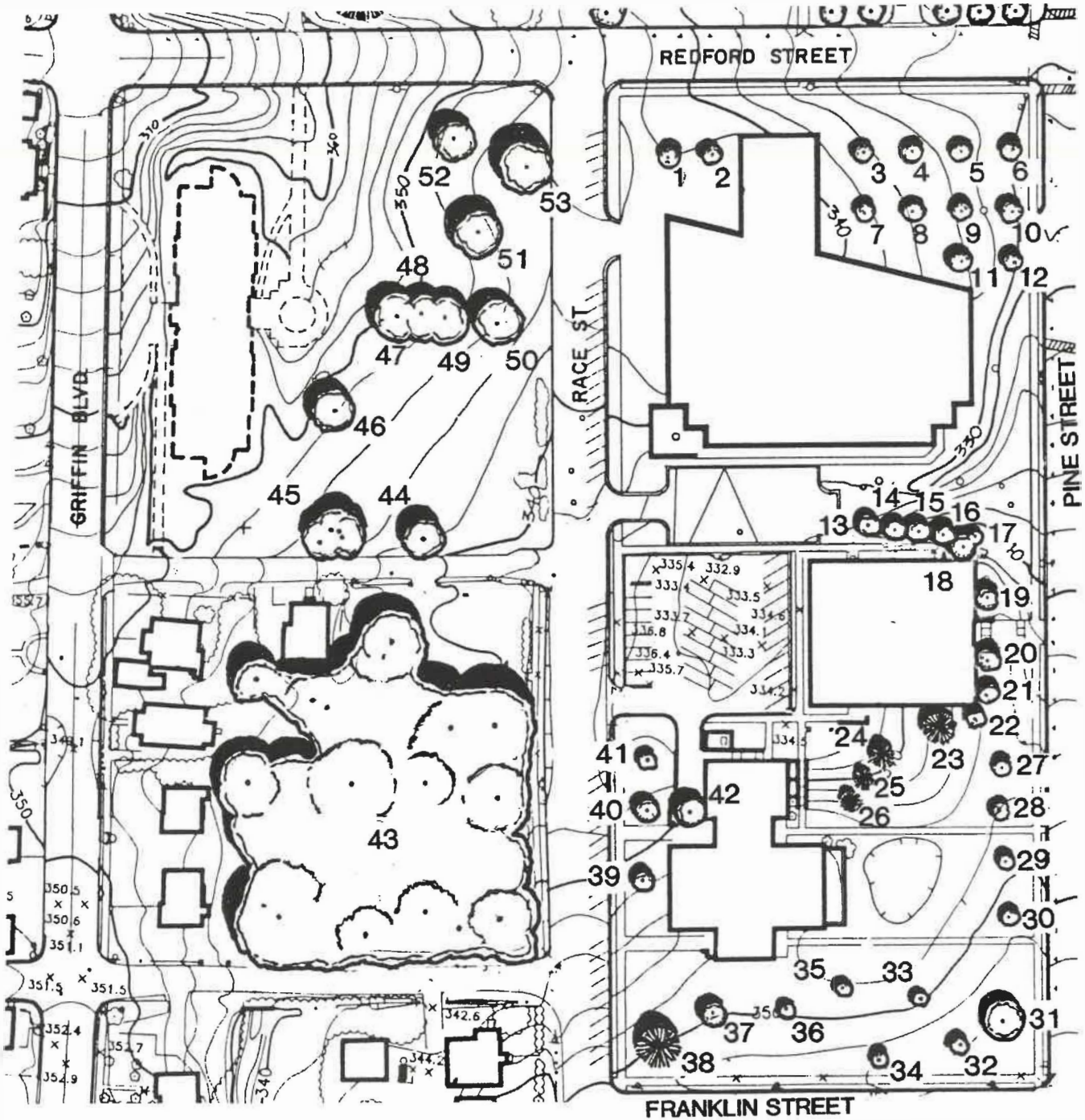
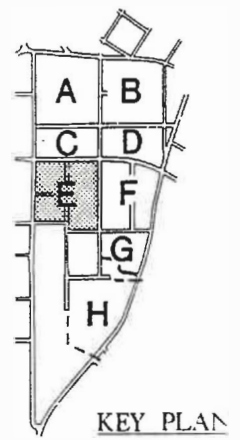
## Block "E" Continued

TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
41	Sugar Maple	2"	Good	20' Tall, in Plainter Overgrown Area
42	Dogwood	--	Good	
43	Dense Trees Including Elm, Maple, Hackberry, and Black Locust	--	Wild	
44	Black Locust	15"	Good	4 Tree Grouping
45	Hackberry	12 - 15"	Good	
46	Hackberry	12"	Good	
47	Maple	24"	Good	
48	Maple	24"	Good	
49	Maple	24"	Good	
50	Hackberry	24"	Good	
51	Maple	24"	Good	
52	Black Locust	10"	Good	
53	Silver Maple	24"	Poor	



# BLOCK "E"

Between Griffin and Pine Streets  
from Redford Street to Franklin.



# LONGWOOD

## Block "F" Between Pine and Main Streets from Redford Street to Franklin

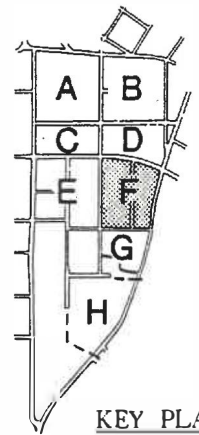
TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
1	Red Maple	6"	Good	
2	Red Maple	5"	Good	
3	Red Maple	5"	Good	
4	Red Oak	5"	Good	
5	Red Maple	5"	Good	
6	Red Maple	5"	Good	
7	Red Maple	5"	Good	
8	Red Maple	5"	Good	
9	Red Oak	8"	Good	
10	Sycamore	4"	Good	
11	Sycamore	8"	Good	
12	White Pine	12"	Good	
13	White Pine	10"	Good	
14	Water Oak	2"	Good	
15	Red Oak	2"	Good	
16	Water Oak	2"	Good	
17	Red Oak	2"	Good	
18	Water Oak	2"	Good	
19	Red Oak	2"	Poor	Very Small, Struggling
20	Red Maple	3"	Fair	Very Misshapen
21	Red Oak	2"	Fair	Small & Struggling
22	Water Oak	1/2"	Fair	Very Small
23	White Oak	2"	Poor	Possibly Dying
24	Water Oak	2"	Good	
25	Red Maple	6"	Good	
26	Red Maple	10"	Good	
27	Water Oak	2"	Good	
28	Red Oak	2"	Good	
29	Water Oak	3"	Good	
30	Red Maple	8"	Good	
31	Black Locust	42"	Good	
32	Silver Maple	2 x 12"	Good	Double Trunk
33	Cherry	5"	Good	
34	Sycamore	6"	Good	
35	River Birch	5"	Good	Stand of 3 Trees
36	White Pine	8"	Good	
37	White Pine	8"	Good	
38	White Pine	8"	Good	
39	Red Oak	6"	Good	
40	Honey Locust	6"	Good	

## Block "F" Continued

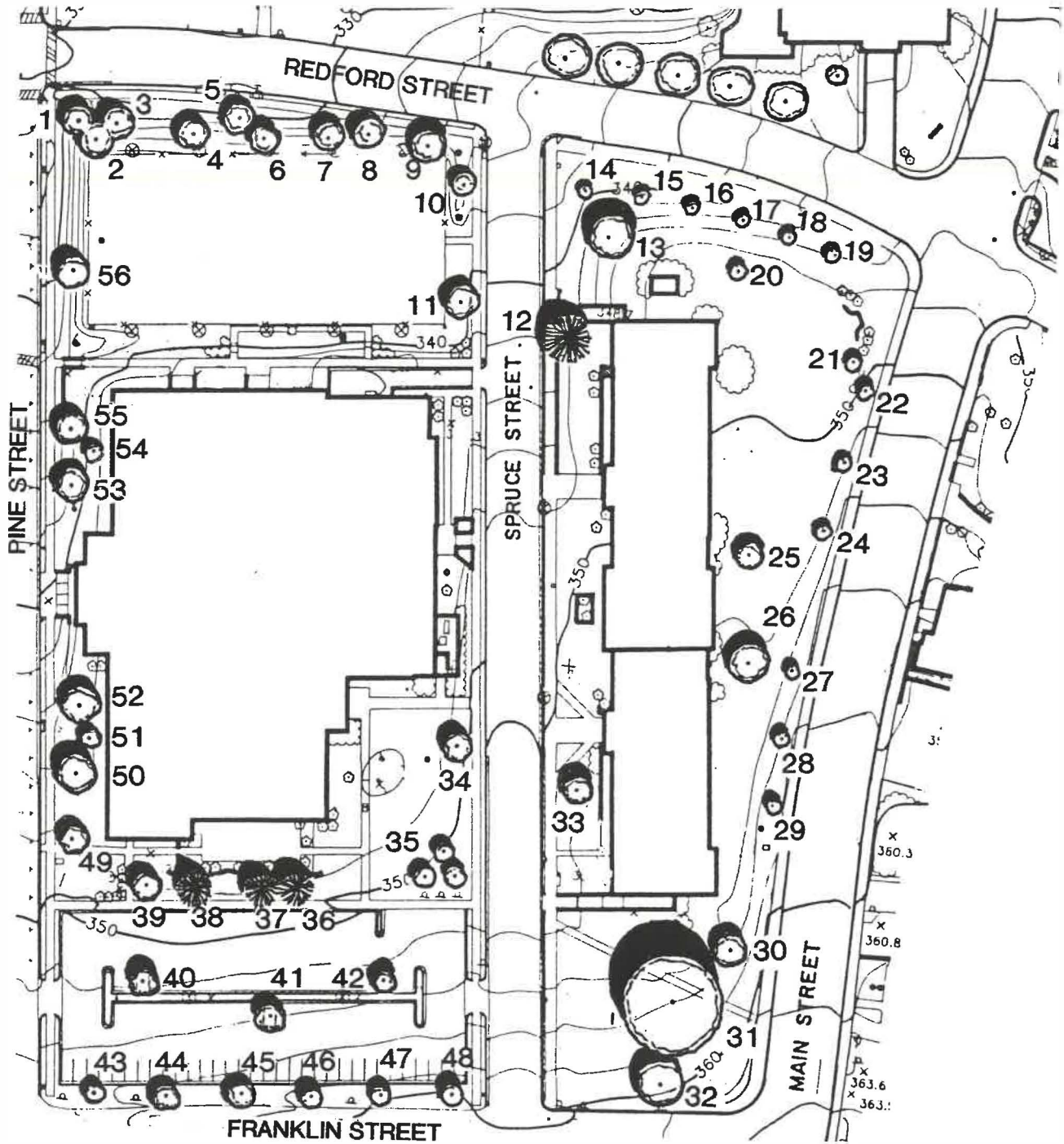
TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
41	Honey Locust	6"	Good	
42	Honey Locust	4"	Good	
43	Honey Locust	4"	Good	
44	Honey Locust	6"	Good	
45	Honey Locust	6"	Good	
46	Honey Locust	4"	Good	
47	Honey Locust	4"	Good	
48	Honey Locust	4:	Good	
49	Willow Oak	8"	Good	
50	Willow Oak	12"	Good	
51	Dogwood	3 x 2"	Good	Triple Trunk
52	Willow Oak	10"	Good	
53	Willow Oak	6"	Good	
54	Willow Oak	6"	Good	
55	Dogwood	3"	Good	
56	Willow Oak	8"	Good	

# BLOCK "F"

Between Pine and Main Streets  
from Redford Street to Franklin.



KEY PLAN



# LONGWOOD

## Block "G"

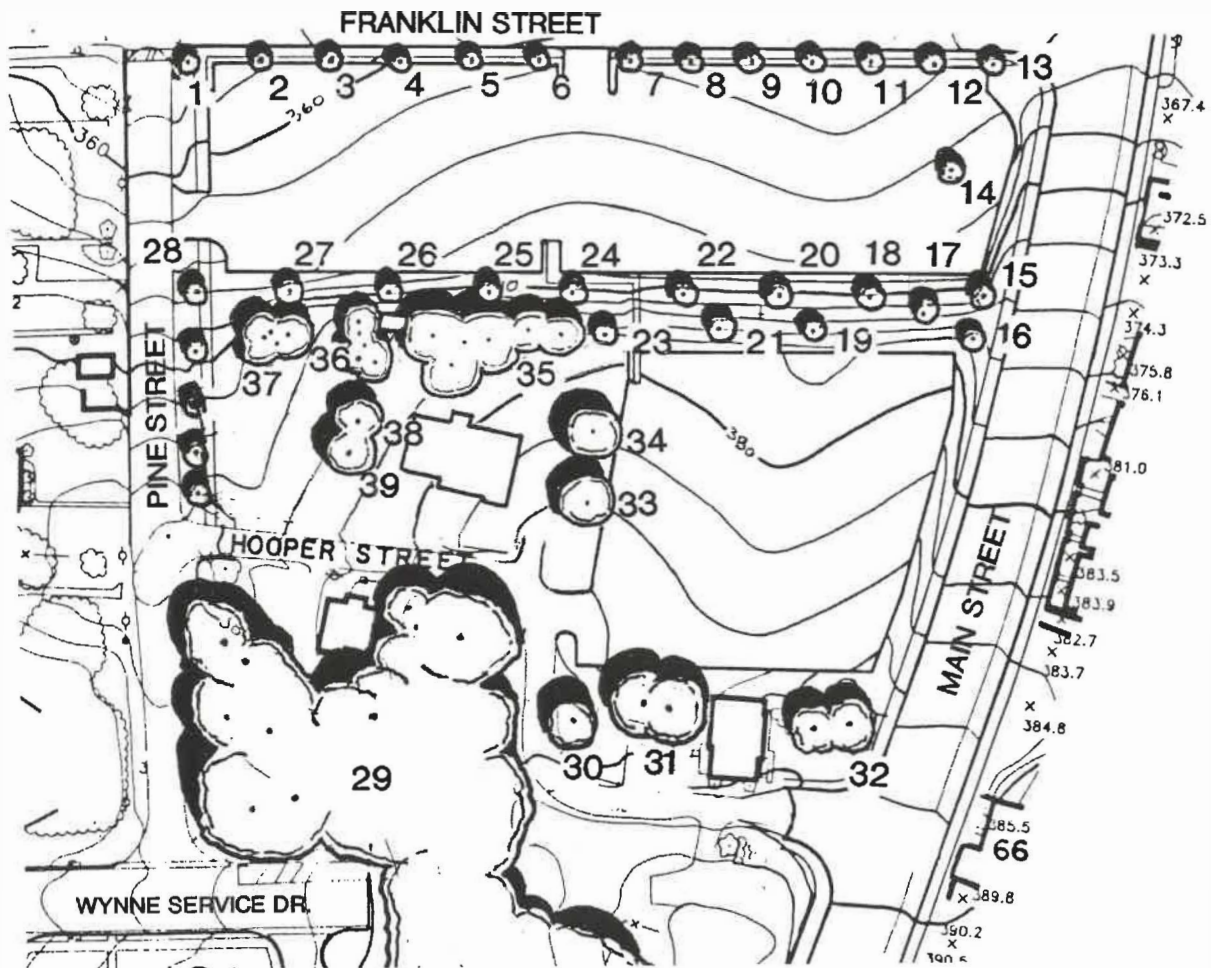
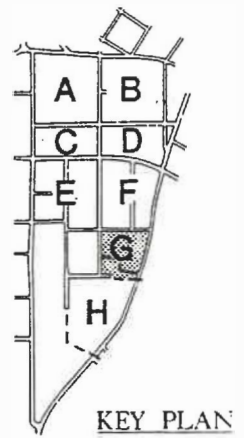
Between Pine and Main Streets

from Franklin Street to Wynne Service Drive

TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
1	Honey Locust	2"	Good	
2	Honey Locust	2"	Good	
3	Honey Locust	2"	Good	
4	Honey Locust	2"	Good	
5	Honey Locust	2"	Good	
6	Honey Locust	2"	Good	
7	Honey Locust	2"	Good	
8	Honey Locust	2"	Good	
9	Honey Locust	2"	Good	
10	Honey Locust	2"	Good	
11	Honey Locust	2"	Good	
12	Honey Locust	2"	Good	
13	Honey Locust	2"	Good	
14	Honey Locust	2"	Good	
15	Cherry	3"	Good	
16	Cherry	3"	Good	
17	Cherry	3"	Good	
18	Cherry	3"	Good	
19	Cherry	3"	Good	
20	Cherry	3"	Good	
21	Cherry	3"	Good	
22	Cherry	3"	Good	
23	Honey Locust	2"	Good	
24	Honey Locust	2"	Good	
25	Honey Locust	2"	Good	
26	Honey Locust	2"	Good	
27	Honey Locust	2"	Good	
28	Red Maple	2"	Good	Row of 5 Trees
29	Dense Trees Including: Elm, Maple, Hackberry, Black Locust & Wild Cherry	--	Wild	Overgrown Area
30	Silver Maple	2 x 8"	Good	Double Trunk
31	Wild Cherry	20 - 24"	Good	2 Tree Cluster
32	Wild Cherry	8 - 10"	Good	2 Tree Cluster
33	Hackberry	18"	Good	
34	Hackberry	20"	Good	
35	Hackberry	10 - 12"	Fair	Group of 6 Trees
36	Hackberry & Cedar	6 - 12"	Fair	Group of 5 Trees
37	Hackberry	10 - 12"	Fair	Group of 4 Trees
38	Wild Cherry	12"	Good	
39	Hackberry	10 - 12"	Good	Group of 5 Trees

# BLOCK "G"

Between Pine and Main Streets  
from Franklin St. to Wynne Service Dr.



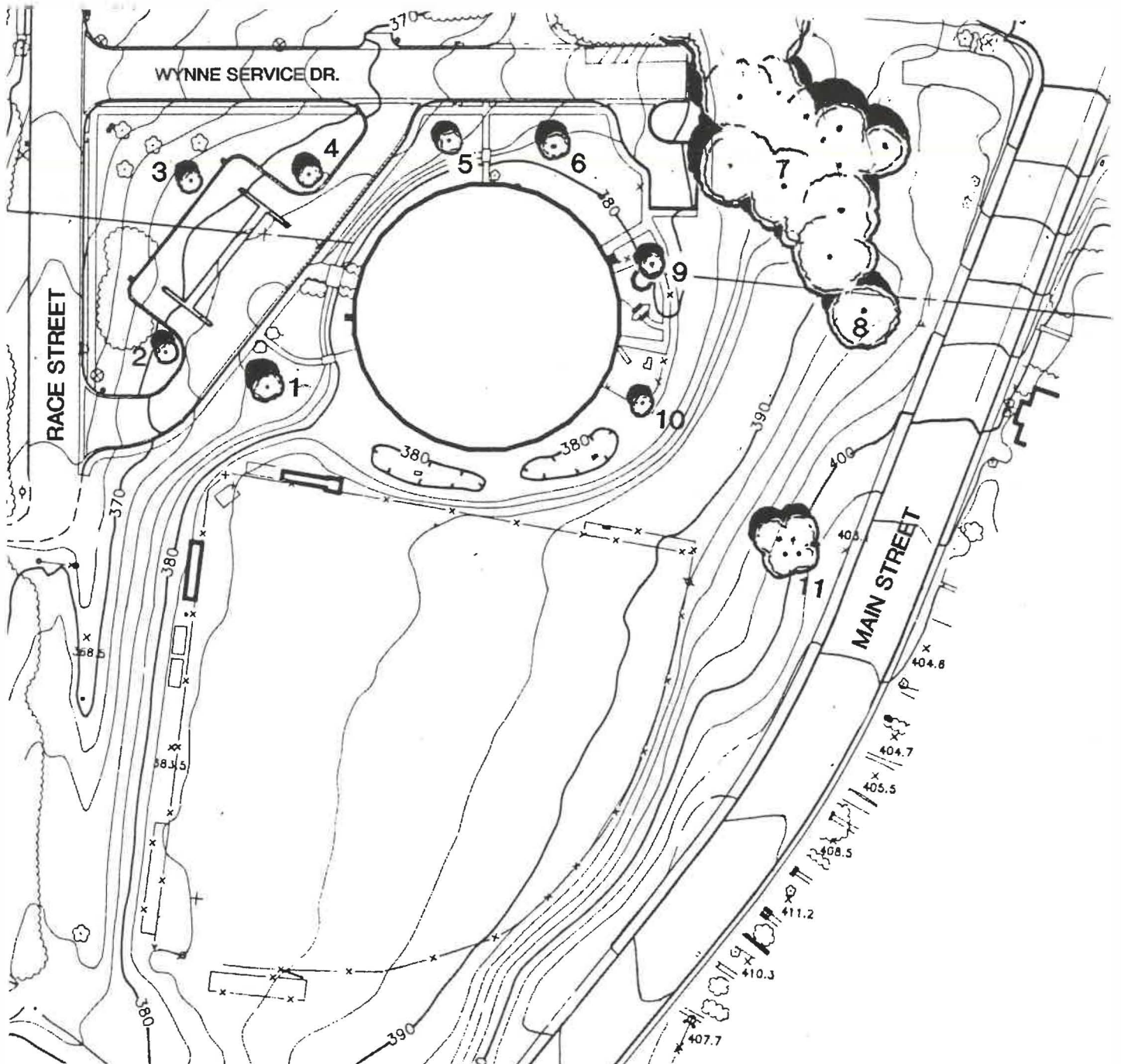
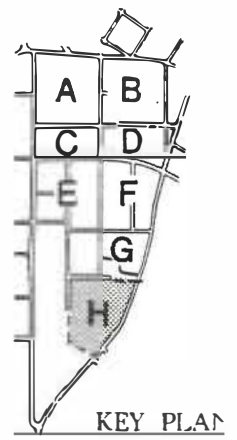
# LONGWOOD

**Block "H"**  
**Between Race and Main Streets**  
**from Wynne Service Drive to Ball Field**

TREE NO.	TYPE	SIZE	CONDITION	COMMENTS
1	Crabapple	6"	Good	
2	Cherry	2"	Good	
3	Cherry	2"	Good	
4	Cherry	2"	Good	
5	River Birch	4"	Good	
6	Norway Maple	6"	Good	
7	Dense Trees Including: Elm, Maple, Hackberry, Black Locust & Wild Cherry	--	Wild	Overgrown Area
8	Elm	32"	Good	
9	Red Maple	2"	Good	
10	Red Maple	2"	Fair	Very Small
11	Hackberry	10 - 14"	Good	Group of 4 Trees

# BLOCK "H"

Between Race and Main Streets  
from Wynne Service Dr. to Ball field.





# LONGWOOD

## Footnotes

- 1 Chapter IV, "The Comprehensive Master Plan", Capital Outlay Manual, page IV-2, paragraphs 1.1 and 1.2.
- 2 As derived from over 50 interviews with faculty, staff, students, administrators, and members of the Board of Visitors.
- 3 Longwood College strategic plan, adopted by the Board of Visitors, March 15, 1989.
- 4 Longwood College. A History; by Rosemary Sprague, 1989.
- 5 Recent survey conducted by the Virginia Historic Landmarks Commission, 1991.
- 6 Sports / Recreation Needs Assessment Study, April 19, 1991, Hanbury Evans Newill Vlattas & Company.
- 7 Facilities Condition Report, 1991, Hanbury Evans Newill Vlattas & Company.

REVISED**PROPOSED AUXILIARY RESERVE  
PROJECTS  
1991-92**

1.	Construction of Fire Lane in Front of High Rises	\$ 20,000
2.	Curry/Frazer Fire Alarm Modifications	\$ 37,000
3.	Curry/Frazer Parapet Repairs	\$ 72,000
4.	Window Replacement - Frazer	\$ 100,000
5.	Curry/Frazer Commons Area Roof	\$ 70,000
6.	Renovation of Baseball Field	\$ 195,000
7.	Phase II of Mall Project and Renovation of New Smoker	\$ 196,000
8.	Auxiliary Maintenance Projects	\$ 200,000
9.	Renovation of Post Office	\$ 130,000
10.	Landscaping	\$ 100,000
11.	Gateway (Across from McDonalds)	\$ 100,000
12.	Exterior Signs	<u>\$ 16,000</u>
	<b>TOTAL</b>	<b>\$1,236,000</b>

**BOARD OF VISITORS' CALENDAR, 1991-92**

1991

September 5 and 6  
Thursday and Friday

Convocation, Dedication of Library, and  
Dinner Honoring Distinguished Service  
Recipients  
Friday--Foundation Board Meeting

October 27 and 28  
Sunday and Monday

Board of Visitors Meeting

December 17  
Tuesday

Graduation

1992

February 2 and 3  
Sunday and Monday

Board of Visitors Meeting

April 26 and 27  
Sunday and Monday

Board of Visitors Meeting

May 9  
Saturday

Graduation

July 26 and 27  
Sunday and Monday

Board of Visitors Meeting