

**J. SARGEANT REYNOLDS COMMUNITY COLLEGE  
BOARD MEETING**

**June 3, 2021**

**Minutes No. 394**

The J. Sargeant Reynolds Community College Board convened at 4:05 p.m. on Thursday, May 6, 2021 at the Parham Road Campus, Workforce Development and Conference Center Gallery.

Board Members Present:

Mr. Fred Babik, Henrico County  
Dr. Sally Boese, Powhatan County c  
Mr. Joshua Briere, City of Richmond  
Mrs. Monica L. Smith-Callahan, Henrico County  
Mrs. Stephanie Chalkley, Hanover County  
Dr. Kenneth Warren Foster, City of Richmond  
Mrs. Kathy Graziano, City of Richmond  
Mr. Owen M. Matthews, Hanover County  
Mr. Joshua Mathews-Ailsworth, City of Richmond  
CAPT Richard C. Rush, Henrico County  
Mrs. Mary L. Studevart, Henrico County

Board Members Late:

Mr. Shawn M. Nicholson, City of Richmond (5:28 pm)

Board Members Excused Early:

Mrs. Monica L. Smith-Callahan, Henrico County (5:19 pm)

Board Members Absent:

Dr. Surya P. Dhakar, Henrico County  
Dr. Stephen A. Geyer, Goochland County  
Dr. John A. Manzari, Louisa County  
Dr. Paula Pando, President

Staff Present:

Ms. Amy Bradshaw  
Ms. Ann Bushey  
Ms. Sylvia Clay  
Ms. Elizabeth Creamer  
Dr. Lori Dwyer  
Ms. Loftan Hooker  
Ms. Bess Littlefield  
Dr. Terricita Sass

CALL TO ORDER

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Chair Babik called the meeting to order and welcomed everyone.

### ROLL CALL

Chair Babik took roll call and affirmed that a quorum was present.

### BOARD CHAIR'S REPORT

Chair Babik thanked college board member's for attending graduation and hopes next year we will have 100% participation. Chair Babik also reminded board members they have until June 30, 2021 to make a contribution to the Reynolds Educational Foundation for the current board year.

#### 1. CLASSIFIED COUNCIL REPORT

No Report.

#### 2. FACULTY SENATE REPORT

Ms. Sylvia Clay, Faculty Senate President, provided the highlights from her report posted to Boarddocs.

#### 3. PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Ms. Loftan Hooker reported on the highlights of her report posted to Boarddocs. Ms. Sherika Charity has been elected president-elect.

### MINUTES

Chair Babik asked if there were any additions or corrections to the minutes of the May 6, 2021 Board Meeting.

**Upon a motion by Mrs. Kathy Graziano and seconded by Mrs. Stephanie Chalkley the Board approved the minutes from the May 6, 2021 meeting. The motion carried 11-0-0.**

### PRESIDENT'S REPORT

President Paula Pando presented on the following:

- Welcome Joshua Briere
- Thank you Dr. Manzari
- Thank you Chair Fred Babik
- Automotive project approved by State Board

- Return to campus
- Strategic Direction
- Thank you!

#### VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Ms. Amy Bradshaw shared her report is posted to Boarddocs and offered to answer any questions anyone may have.

#### VICE PRESIDENT OF CCWA REPORT

Ms. Elizabeth Creamer reviewed the highlights of her reported posted to Boarddocs. Ms. Creamer shared her delight in being in-person this evening. Ms. Creamer shared a photo of a CCWA Fast Forward Class. All 26 Clinical Medical Assistant students earned their certification and will be entered into the Network2Work program.

Ms. Creamer and Dr. Lori Dwyer have been working with Associated Builders and Contractors (ABC) to partner on a training program for high school graduates in the trades. Students will be guaranteed an interview at the completion.

#### INTERIM VICE PRESIDENT OF ACADEMIC AFFAIRS AND CHIEF ACADEMIC OFFICER

Dr. Lori Dwyer, Interim Vice President Academic Affairs presented highlights of her report posted to Boarddocs on the following topics:

- Teachers for Tomorrow Program
- G3 Healthcare Programs
- Toyota T10 contract should go to signature this week

#### VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Bess Littlefield presented a Powerpoint on the status of the Strategic Direction. Feedback is due by June 30, 2021. The goal is to launch the new plan at Convocation on September 28, 2021.

#### VICE PRESIDENT OF ENROLLMENT MANAGEMENT AND STUDENT SUCCESS

Dr. Terricita Sass reviewed some of her points of pride included in her report posted to Boarddocs as well as an update on enrollment:

- As of this morning enrollment is 90% of our revised goal for spring for FTE. Headcount is 83% of goal. We have fewer students but those fewer students are taking more classes.

- With the federal funds received we were able to erase the debt of 340 students who attended spring, summer, and fall of 2020. Over \$220,000 in debt was forgiven. The goal is to encourage these students to continue with their education.

#### ACADEMIC, STUDENT AFFAIRS AND WORKFORCE DEVELOPMENT COMMITTEE

Ms. Mary Studevart reported that the committee met and would like to submit to the Board the following:

##### **1. Approval of New/Reappointed Advisory Committee Members.**

**The Committee recommended board approval and CAPT Rick Rush seconded the motion. The motion carried 11-0-0.**

#### FINANCE & FACILITIES COMMITTEE

CAPT Rick Rush reported the Finance and Facilities committee recommends approval for the following item:

##### **1. Approval of FY2022 Auxiliary, Student Life and Vending Budgets.**

**CAPT Rick Rush made a motion for Approval and Mrs. Kathy Graziano seconded the motion. The Board approved the FY2022 Auxiliary, Student Life and Vending Budgets. The motion carried 10-0-0.**

##### **2. Approval of Update to the Investment Policy**

**CAPT Rick Rush made a motion for Approval of the update to the Investment Policy. Mr. Owen Matthews seconded the motion. The Board approved the update to the Investment Policy. The motion carried 10-0-0.**

#### BOARD OPERATIONS & PLANNING COMMITTEE

Dr. Sally Boese welcomed the four newest board members to their first in-person meeting. Dr. Boese also thanked Mrs. Stephanie Chalkley for placing mentors with each of the new board members.

**A motion was made and seconded that: "THE J. SARGEANT REYNOLDS COMMUNITY COLLEGE BOARD ADJOURN." The motion carried 10-0-0.**

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There being no further business to come before the Board, the meeting adjourned at 5:30 p.m.



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Paula P. Pando, Secretary



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Fred Babik, Chair