

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

May 6, 2021

Minutes No. 393

The J. Sargeant Reynolds Community College Board convened at 4:02 p.m. on Thursday, May 6, 2021, via Zoom Meeting during the State of Emergency COVID 19.

Link: <https://vccs.zoom.us/j/84943142096>

Meeting ID: 849 4314 2096

Board Members Present:

Mr. Fred Babik, Henrico County
Dr. Sally Boese, Powhatan County
Mrs. Monica L. Smith-Callahan, Henrico County
Mrs. Stephanie Chalkley, Hanover County
Dr. Surya P. Dhakar, Henrico County
Dr. Kenneth Warren Foster, City of Richmond
Dr. Stephen A. Geyer, Goochland County
Mrs. Kathy Graziano, City of Richmond
Dr. John A. Manzari, Louisa County
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
Dr. Paula Pando, President

Board Member Arrived at 4:05 pm

Mr. Shawn M. Nicholson, City of Richmond

Board Members Absent:

Mr. Joshua Briere, City of Richmond

Staff Present:

Ms. Amy Bradshaw
Ms. Ann Bushey
Ms. Sylvia Clay
Ms. Elizabeth Creamer
Dr. Lori Dwyer
Ms. KC Frankenburger
Ms. Loftan Hooker
Ms. Bess Littlefield
Ms. Marianne McGhee
Dr. Tim Merrill
Dr. Terricita Sass
Ms. Tonya Broadnax
Mr. Alan Crouch

CALL TO ORDER

Chair Babik called the meeting to order and welcomed everyone.

ROLL CALL

Dr. Paula Pando, President, took roll call and affirmed that a quorum was present.

BOARD CHAIR'S REPORT

Chair Babik shared 11 out of 15 board members have contributed to the J. Sargeant Reynolds Educational Foundation. The goal is for 100% participation. Board members have until June 30, 2021 to make a contribution.

1. CLASSIFIED COUNCIL REPORT

Ms. KC Frankenburger, Interim Classified Council President, reviewed the highlights of her report posted in boarddocs.

2. FACULTY SENATE REPORT

Ms. Sylvia Clay, Faculty Senate President, provided the highlights from her report posted to boarddocs. Ms. Clay also thanked leadership for all they are doing to support faculty.

3. PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Ms. Loftan Hooker reported PAFS met yesterday but did not have a quorum to vote on new leadership. Ms. Hooker thanked the college board for their contribution to the PTK scholarship fund. PAFS is challenging all PAFS members to make a \$60 donation to the scholarship fund.

MINUTES

Chair Babik asked if there were any additions or corrections to the minutes of the March 4, 2021 Board Meeting.

Upon a motion by Mrs. Kathy Graziano and seconded by Mrs. Stephanie Chalkley the Board approved the minutes from the March 4, 2021 meeting. The motion carried 14-0-0.

PRESIDENT'S REPORT

President Paula Pando presented on the following:

- Moving Forward in the new norm
- Commencement
- Project Reengage 2021
- Dr. Dwyer Interim VP of Academic Affairs
- Downtown Campus – Expand in key areas
- Goochland – Best use of asset
- Trades and Automotive Structure
- Investing in our Future
- Thank you!

VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Ms. Amy Bradshaw provided the highlights of her report posted to boarddocs. Ms. Bradshaw reported the college managed budgets this past year by the hiring freeze, spending less during the pandemic, and no travel. The government funding has assisted with purchase of PPE and sanitization expenses. The remaining funds will be used to prepare classrooms for the return to class.

VICE PRESIDENT OF CCWA REPORT

Ms. Elizabeth Creamer reviewed the highlights of her reported posted to boarddocs. Ms. Creamer is most proud of the work CCWA has done by increasing Fast Forward students by 82% from April of 2020 to April of 2021.

VICE PRESIDENT OF ACADEMIC AFFAIRS AND CHIEF ACADEMIC OFFICER

Dr. Lori Dwyer, Interim Vice President Academic Affairs presented on the following:

- G3 - Academic Programs approved to receive funding
- Scale up classes as needed
- Toyota T-Ten Final stages of contract negotiation
- Celebrate PTK Induction Ceremony and Instructor of the Year

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Bess Littlefield asked Dr. Tim Merrill to present an update on the Strategic Planning Process. Dr. Merrill presented where the college is in the process, emerging themes from the sessions and metrics to be used.

VICE PRESIDENT OF ENROLLMENT MANAGEMENT AND STUDENT SUCCESS

Dr. Terricita Sass reported on the following topics included in her report posted to boarddocs:

- Enrollment picture
- Project Re-engage
- The Hope Center Real College Survey Results

ACADEMIC, STUDENT AFFAIRS AND WORKFORCE DEVELOPMENT COMMITTEE

No Report.

FINANCE & FACILITIES COMMITTEE

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

Action Item #1 Approval of Henrico County Easement Request for Parham Road Campus Stream Restoration.

CAPT Rick Rush made a motion for Approval and Mr. Owen Matthews seconded the motion. The Board approved Henrico County Easement Request for Parham Road Campus Stream Restoration. The motion carried 14-0-0.

Action Item #2 Approval of Rebuilding of the Automotive Program and Relocation to the Parham Road Campus.

CAPT Rick Rush made a motion for Approval and Mrs. Kathy Graziano seconded the motion. The Board approved Rebuilding of the Automotive Program and Relocation to the Parham Road Campus. The motion carried 14-0-0.

BOARD OPERATIONS & PLANNING COMMITTEE

Dr. Sally Boese reported the committee met on Tuesday. The committee is working on establishing board goals in the fall to align with the President's goals. The committee is also working to establish a mentoring program for new board members.

Closed Session - Personnel

At 5:40 pm Mrs. Graziano moved: "Mr. Chair, in accordance with section 2.2-3711(a) (1) of the *Code of Virginia*, I move that the board convene in closed session to discuss "personnel matters" relating to Reynolds Community College". CAPT Rick Rush seconded the motion.

Board Members Present:

Mr. Fred Babik, Henrico County

Dr. Sally Boese, Powhatan County
Mrs. Monica L. Smith-Callahan, Henrico County
Mrs. Stephanie Chalkley, Hanover County
Dr. Surya P. Dhakar, Henrico County
Dr. Kenneth Warren Foster, City of Richmond
Dr. Stephen A. Geyer, Goochland County
Mrs. Kathy Graziano, City of Richmond
Dr. John A. Manzari, Louisa County
Mr. Shawn M. Nicholson, 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 Absent:

Mr. Joshua Briere, City of Richmond

At 6:02 p.m. Mrs. Graziano moved: "The board of J. Sargeant Reynolds Community College has concluded its closed session and is hereby in open session. I will now **take a roll call vote** that will be included in the minutes certifying that to the best of each member's knowledge, only public business matters *lawfully exempted* from open meeting requirements under the Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the College Board."

For the Roll Call please respond "Yes" or "No" if you agree that only "Personnel Matters" relating to Reynolds were discussed in closed session:

Board Members Present:

Mr. Fred Babik, Henrico County
Dr. Sally Boese, Powhatan County
Mrs. Monica L. Smith-Callahan, Henrico County
Mrs. Stephanie Chalkley, Hanover County
Dr. Surya P. Dhakar, Henrico County
Dr. Kenneth Warren Foster, City of Richmond
Dr. Stephen A. Geyer, Goochland County
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Mr. Joshua Mathews-Ailsworth, City of Richmond.
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Board Members Absent:

Mr. Joshua Briere, City of Richmond

Mrs. Graziano reported: "Mr. Chair, for the record, all present College Board Members confirm only personnel matters of Reynolds were discussed in Closed Session." All board members voted "Yes" confirming only Personnel Matters were discussed.

A motion was made and seconded that: "THE J. SARGEANT REYNOLDS COMMUNITY COLLEGE BOARD ADJOURN." The motion carried 14-0-0.

There being no further business to come before the Board, the meeting adjourned at 6:03 p.m.



Paula P. Pando, Secretary



Fred Babik, Chair