

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

January 9, 2020

Minutes No. 386

The J. Sargeant Reynolds Community College Board convened at 4:07 p.m. on Thursday, January 9, 2020, at the Downtown Campus, Community Room.

Board Members Present:

Mr. Fred Babik, Henrico County
Mr. Stephen E. Baril, City of Richmond
Dr. Sally Boese, Powhatan County
Mrs. Monica L. Smith-Callahan, Henrico County
Mrs. Stephanie Chalkley, Hanover County
Mr. Mark A. Creery, Hanover County
Dr. Surya P. Dhakar, Henrico County
Dr. Brenda J. Drew, City of Richmond
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
CAPT Richard C. Rush, Henrico County
Mrs. Mary L. Studevart, Henrico County arrived at
Dr. Paula Pando, President

Board Members Absent:

Mr. Eldon L. Burton, City of Richmond

Excused Early:

Monica L. Smith-Callahan excused at 5:50 pm

Staff Present:

Dr. Wendy Bolt
Ms. Amy Bradshaw
Dr. Kimberly Britt
Mr. Raymond Burton
Mr. Dirk Burruss
Ms. Ann Bushey
Ms. Kim Cain
Ms. Elizabeth Creamer
Ms. Bess Littlefield
Ms. Marianne McGhee
Dr. Timothy Merrill
Mr. Allen Riddle
Dr. Terricita Sass
Mr. Joe Schilling
Mr. Mike Verdu
Ms. Karen Pettis-Walden

Ms. Corliss Woodson

CALL TO ORDER

Chair Babik called the meeting to order and welcomed everyone.

ROLL CALL

Dr. Paula Pando, President, affirmed that a quorum was present.

BOARD CHAIR'S REPORT

Chair Babik shared the following:

- Reminded board members they should have received an email from the Ethics Council with a link to complete their financial disclosure form by February 3, 2020.
- Chair Babik thanked board members for contributing to the Reynolds College Educational Foundation and reminded those that have not they have until June to take advantage of tax credits.

1. CLASSIFIED COUNCIL REPORT

Ms. Kim Cain, Classified Council President, reviewed her report posted to agenda. Ms. Cain reminded board members of the upcoming scholarship bowl on February 22, 2020.

2. FACULTY SENATE REPORT

Mr. Dirk Burruss, Faculty Senate President, reviewed his report posted to agenda. Faculty has been enjoying using Zoom and an additional way to interact with students without being face to face. Mr. Burruss shared faculty senate is grateful for the open communication with President Pando and her executive staff.

3. PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Mr. Raymond Burton, PAFS President, reviewed his report posted to the agenda. Mr. Burton shared PAFS will be working hard to support the food pantries at Reynolds Community College.

MINUTES

Chair Babik asked if there were any additions or corrections to the minutes of the November 7, 2019 Board Meeting.

Upon a motion by Ms. Kathy Graziano and seconded by Mrs. Stephanie Chalkley the Board approved the minutes from the November 7, 2019 meeting. The motion carried 14-0-0.

PRESIDENT'S REPORT

President Pando presented on the following:

- Four Strategic Strategies
- Invest in front line
- Super Saturday – one day simplified
- Hunger Project Initiative
- SIR Improving Tomorrow
- SACSCOC
- Nursing Pinning
- Lead Virginia
- Rising Star Award – CCWA Dana Newcomer
- Dr. Ed Massey – College Board Retreat

President Pando called upon Dr. Terricita Sass to present on Dual Enrollment. Dr. Sass introduced Karen Pettis-Walden, Director of Admissions and Allen Riddle, Coordinator of Dual Enrollment. Dr. Sass talked about the intricacies of the program. Discussion ensued on why the numbers are so much lower for Richmond Public Schools. Dr. Brenda Drew suggested we ask for support from Richmond City Council.

VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Ms. Amy Bradshaw shared her report was attached to the board package. Spring enrollment is currently down 5 to 6%. With the upcoming Super Saturday we anticipate the numbers will come up.

VICE PRESIDENT OF ACADEMIC & STUDENT AFFAIRS

Dr. Kimberly Britt provided an overview of the Quality Enhancement Plan (QEP).

- Goals of QEP
- Major outcomes
- Modules of ACUE
- Dr. Britt shared a video on ACUE

VICE PRESIDENT OF CCWA REPORT

Ms. Elizabeth Creamer provided and update on:

- Fast Forward Credentials
- CCWA Moves into New Workforce Development Center
- Assessing CCWA's Brand and Outreach
- CCWA Coordinator Wins Rising Star Award
- Community Engagement

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Bess Littlefield called upon Ms. Marianne McGhee, Director of Development, to present on the long-term relationship with Capital One.

Ms. McGhee shared with the board how this relationship has evolved over the years. The partnership began in 1997 with the first gift of \$2,500. Ms. McGhee also presented a video featuring Mr. Larry Doyle, a current Foundation Board Member from Capital One, touring The Kitchens at Reynolds and talking about the partnership.

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 14-0-0.

FINANCE & FACILITIES COMMITTEE

CAPT Rick Rush, Committee Chair, reported the Finance and Facilities committee met on December 5, 2019 and seek approval on the following:

Action Item #1

Approval of funding for Downtown Campus Illuminated Exterior Building Signs.

The Committee made a motion for approval and Kathy Graziano seconded the motion. The Board approved the funding for Downtown Campus Illuminated Exterior Building Signs. The motion carried 14-0-0.

Action Item #2

Dr. Manzari shared his disapproval of the Local Funds Request and Review as he has shared in a previous email.

Approval of Policy Updates

The Committee made a motion for approval. The Board approved the following Policy Updates. The motion carried 14-0-0.

Audit Reports Review
Master Site Plan
Naming of Building, Rooms and Other Facilities
Reimbursement of Travel Expenses

The Committee made a motion for approval. The Board approved the following Policy Update. The motion carried 13-0-1.

Local Funds Request and Review

Mr. Mike Verdu then provided an update on facility projects with photos of The Kitchens at Reynolds.

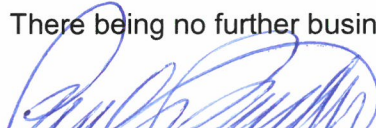
BOARD OPERATIONS & PLANNING COMMITTEE

Dr. Brenda Drew reported the committee met prior to the board meeting and discussed plans for the upcoming College Board Retreat. She encouraged full participation by the board.

The next College Board Meeting is scheduled for March 5, 2020 at the Parham Road Campus in the Gallery.

A motion was made and seconded that: "THE J. SARGEANT REYNOLDS COMMUNITY COLLEGE BOARD ADJOURN." The motion carried 13-0-0.

There being no further business to come before the Board, the meeting adjourned at 5:57 p.m.



Paula P. Pando, Secretary



Fred Babik, Chair

