

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

**January 10, 2008**

**Minutes No. 315**

The J. Sargeant Reynolds Community College Board met on Thursday, January 10, 2008, at the Parham Road Campus of J. Sargeant Reynolds Community College. Chair Creery called the meeting to order at 4:15 p.m.

Board Members Present:

Benjamin L. Alexander, City of Richmond  
Donald Blake, Henrico County  
James Bowles, Jr., Goochland County  
Robert Comet, City of Richmond  
Mark Creery, Hanover County  
James Cuthberston, Henrico County  
Beverley Donati, Henrico County  
Gerald E. Kilgore, Henrico County  
George Long, Henrico County  
Doris McCray, Louisa County  
Maureen Moslow-Benway, Powhatan County  
Harold L. Watkins, II, Richmond  
Roy A. West, City of Richmond  
Gary Rhodes, JSRCC College President

Board Members Absent:

Shawn Peterson, Hanover County  
William A. Rees, City of Richmond

Staff Present:

Diane Brasington	Cynthia DeRiemer
Timothy Brown	Bob Heinz
Judy Harris	Jackie Manley
Malcolm Holmes	Amy Bradshaw
Thomas Hollins	Ivan Harrell
Genene LeRosen	
Mac McGinty	
Nannette Smith	

Chair Creery noted that this was Dr. West's last meeting, as his appointment expires February 2008. Dr. West was recognized for his many contributions to the Board and the college.

### FACULTY SENATE REPORT

Ms. DeRiemer introduced First Vice President (president elect) Professor Skip Bottom. She noted that the Senate looking at a new vision of advising process cross campus and are making sure faculty development/resources are used widely and wisely.

### CLASSIFIED COUNCIL REPORT

Jackie Manley reminder the Board of the scholarship bowl, which will be held on February 16, 9 a.m., at AMF Shrader Lanes.

### PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Dr. Heinz noted that the Senate is looking at a structure much like the Faculty Senate because of the diversity of this group. Also, they will be focusing on professional development for members.

### PRESIDENT'S REPORT

Dr. Rhodes reviewed his report (Attachment A). Also, he introduced the new officers for Student Council—Laura Castro, President; Luke Stowell, Vice President Downtown Campus; Robe McCarter, Vice President Western Campus; Mary Rose, Secretary, and Kirby Wallace, Vice President Parham Road Campus.

### EXECUTIVE VICE PRESIDENT'S REPORT

Dr. LeRosen provided the Board with an update on the Quality Enhancement Plan. Also, Dr. LeRosen introduced Dr. Ivan Harrell, the college's Quality Enhancement Plan Coordinator.

### VICE PRESIDENT OF FINANCE & ADMINISTRATION

Mr. Brown provided a summary report (Attachment B) and an update on facilities projects (Attachment C). Also, he provided information on zero-based budgeting, which the college is entering into.

Mr. Brown distributed to members the Annual Financial Disclosure Statement for their completion. He asked members to return signed statements to him no later than January 31, 2008. Also, they were reminded that the form needed to be notarized.

Local funds Report was provided and reviewed (Attachment D).

### VICE PRESIDENT OF CCWA

Mr. McGinty stated that a report was sent to Board members via e-mail. Also, he noted that CCWA is one of two finalists for the One Stop Operator Project for the City of Richmond.

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Littlefield stated that currently \$12.5+ML has been raised by the Foundation.

MINUTES

Chair Creery stated that the minutes of the November 8, 2007, meeting of the Board were mailed to the members and asked if there were any additions or corrections to these minutes.

**Upon a motion by Mr. Comet and seconded by Mrs. Maureen Moslow-Benway, the minutes of the November 8, 2007, were approved. The motion carried 12-0-0.**

REQUEST TO NAME LIBRARY TECHNOLOGY CENTER

It is the recommendation of the Board of Directors of the J. Sargeant Reynolds Community College Foundation, Inc. that the new Library Technology Center on the Parham Road Campus be named Ivor and Maureen Massey Library Technology Center in celebration of a transformational gift to the college's first-ever Major Gifts Campaign. After discussion, the following motion was made:

**Upon a motion by Dr. West and seconded by Mr. Comet, the Board approved the naming of the new Library Technology Center on the Parham Road Campus the Ivor and Maureen Massey Library Technology Center. The motion carried 11-1-0. Dr. Bowles opposed.**

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Dr West reported that the committee met and considered the following requests:

1. Program Discontinuance-Telecommunications Career Students Certificate—

**Upon recommendation of the Academic and Student Affairs Committee and seconded by Mrs. Moslow-Benway, the Board approved the discontinuance of the Telecommunications Career Studies Certificate program. The motion carried 12-0-0.**

2. Dr. Smith distributed a recommended timeline for exploration of a Specialization in Marketing for the proposed Business Management AAS Degree program. (Attachment E).

3. Dr. Hollins noted that a status of Student Life Activities was mailed to members with their agenda packed.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE CON'T

4. Office of Student Affairs Additional Funding Request—Dr. Hollins requested approval of an additional \$50,000 of student activity funds towards the continued programming of student activities for the spring semester. After discussion, the following motion was made:

**Upon recommendation of the Academic and Student Affairs Committee and seconded by Mr. Long, the Board approved the additional request for \$50,000 of student activity funds. The motion carried 12-0-0.**

FINANCE, FACILITIES AND PLANNING COMMITTEE

Mr. Kilgore stated that the committee met and considered the following request:

1. Local Funds Request—Burnette Hall Renovation Project—Mr. Brown stated that the VCCS has certified that Trust and Agency Funds (Local Funds) are available in the amount of \$224,000 for the Burnette Hall Renovation Project. He noted that that it has not been indentified in the minutes as a specific action by the Board. This certification letter is required for the project to proceed and the contract to be awarded. After discussion, the college approved the following action:

**Upon a motion by Mr. Comet and seconded by Mr. Kilgore, the Board approved the following resolution:**

**RESOLVED: The J. Sargeant Reynolds College Board approves the expenditure of up to \$224,000 in Trust and Agency Funds (Local Funds) to support the current budget estimate for the local funds necessary to fund the Burnette Hall Renovation Project. Funds shall be held in a designated account in accordance with the policies of the Virginia Community College System.**

**The motion carried 12-0-0.**

ADVOCACY COMMITTEE

Mr. Comet stated that the committee has been focusing on organizational types of activities. The committee is also working on tracking the various advocacy ongoing projects—legislative, funding from localities, and major gifts campaign; and working on improving communications with local jurisdictions.

COLLEGE BOARD INFORMATION ITEMS

1. Reminder of Upcoming Events—January 18 Virginia Higher Education program; January 22 VCCS Legislative Reception; January 23 college's Retirement Recognition Reception; February 16 Classified Council Scholarship Bowl-A-Thon.

3. Mark calendars for the Board's planning retreat June 5-6, 2008.

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COLLEGE BOARD INFORMATION ITEMS CONT

4. Board Manual Update—Chair Creery asked for volunteers to help work on updating the manual. Harold Watkins volunteered.

5. Policy Governance—A meeting will be called in late February.

ADJOURNMENT

There being no further business, Chair Creery adjourned the meeting at 6:00 p.m.

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Gary L. Rhodes, Secretary

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Mark A. Creery, Sr., Chair