

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

February 6, 2003

Minutes No. 298

The J. Sargeant Reynolds Community College Board met on Thursday, February 6, 2003, at the Downtown Campus, 7th and Jackson Streets, in Room 662. Mrs. Moslow, Chair, called the meeting to order at 12:10 p.m.

Board Members Present:

J. Scott Chapman, Henrico County
Mark Creery, Hanover County
J. Douglas Freeman, Henrico County
George Long, Henrico County
Doris McCray, Louisa County
Connie Moslow, Powhatan County
Lawrence Nuckols, Goochland County
Kenneth M. Perry, City of Richmond
Harold Watkins, City of Richmond
C. Eugene White, Hanover County
Roy West, City of Richmond
Dale Wiley, City of Richmond
Gary Rhodes, JSRCC College President (Ex-Officio)

Board Members Absent:

Lerla G. Joseph, City of Richmond
Edward F. Steiner, Henrico County

Staff Present:

John Ambrose	Bess Littlefield
Barbara Glenn	Ann Sullivan
Judy Harris	F. W. Taylor
Bob Heinz	
Malcolm Holmes	
Ron Laux	

MINUTES

Mrs. Moslow stated that the minutes of the January 9, 2003, meeting of the Board were mailed to the members and asked if there were any additions or corrections to these minutes.

Amendment to minutes: Mr. Wiley stated that his remarks related to the joint effort between the college & JTCC were recorded incorrectly. He stated that the Board had not heard about the joint effort prior to the meeting, and no calls were made to the Board or to the chair. He thought that such a major decision by the college should have been discussed with the Board before joining with another college in any kind of joint effort. Mr. Wiley also stated that he had been on the Board for 15 years, and he thinks the Board needs a reply from the president that this type of thing will not happen again. Further, he also questioned if this was an effort to save JTCC and requested details of the alliance; i.e., sharing of costs, profits, and personnel.

Also, a question was raised of the authority of the Board. Mr. Freeman noted that the VCCS policy stated that the Board is an advisory board. However, Mr. Wiley stated that he felt it is more than that because of who evaluates the president. Mr. Wiley requested assurance from the president that this will not happen again.

Chair Moslow stated that she thought the Board understood the effort and was satisfied with the decision made by the president.

Dr. West pointed out, that as a point of order, the question was for approval of the minutes and not a discussion and that any further discussion should be done later.

Upon a motion by Mr. Snyder and seconded by Mr. Perry, the minutes of the January 9, 2003, meeting of the Board was approved as amended. The motion carried 13-0-0.

FACULTY SENATE REPORT

Dr. Sullivan distributed and briefly reviewed the Senate's report (Attachment A).

CLASSIFIED COUNCIL REPORT

Mr. Holmes distributed and briefly reviewed the Council's report (Attachment B).

ADMINISTRATIVE COUNCIL REPORT

Dr. Glenn distributed and briefly reviewed the Council's report (Attachment C).

SPECIAL REPORT—FOUNDATION BOARD OVERVIEW

Ms. Littlefield distributed and briefly reviewed her report (Attachment D).

SPECIAL REPORT—COMMUNITY COLLEGE WORKFORCE ALLIANCE

Mr. Laux presented an overview on the Community College Workforce Alliance (Attachment E). He stated that this alliance was formed at the request of business and industry because of their expressed frustration in dealing with two different colleges for the same service. Mr. Laux stated that it is more equitable for businesses to have one point of contact for their employees and that this was the purpose of developing the alliance.

Mr. Snyder asked what Mr. Laux might see as a disadvantage to this alliance. Mr. Laux stated that the only disadvantage he has seen is the obstacles from the state bureaucracy. Also, he stated that he was working on a business plan and hoped to have a draft plan completed and presented to both Boards for review.

Mr. Laux said that he has placed ads on various radio stations. Mr. Chapman asked if Mr. Laux had gotten any responses from these ads. Mr. Laux stated he was not sure at this time; however, the ads are scheduled to run through May. Also, costs of ads are to be split between both colleges. Mr. Laux stated that both colleges' logos would be visible on all materials sent out.

Dr. Rhodes stated that he has gotten very positive feedback from the business community with reference to the alliance. Dr. West said this is an opportunity, in these economic times, to send a message to our legislature that we are being proactive in trying to utilize our state dollars to their maximum.

FACILITIES & PLANNING COMMITTEE

Mr. Long stated that on Friday, January 24, he, Chair Moslow, and a committee from the college met with representatives from the YMCA to collaborate on property transfer for the YMCA to build a facility on the Western Campus. The YMCA has generated 2.2 million dollars of the 2.5 million needed to start the project and have said that they will have this to start project by their scheduled date for breaking ground for the facility. The property (10 acres) was transferred from the State Board for Community Colleges to the foundation and the Real Estate

Foundation will have ownership of the land. Dr. Rhodes stated that the YMCA is excited about partnering with the college and that this will be a great opportunity for the college's faculty, staff, and students. Also, Bob Heinz will be serving on the YMCA Board.

FINANCE COMMITTEE

Local Funds Statement for the period ending December 2002 was reviewed by Mr. Taylor (Attachment F) Mr. Taylor stated that the college is scheduled to break ground in May for the parking deck on the Downtown Campus and that it will take approximately 12 to 15 months for completion. Dr. West asked a question related to funding source. Mr. Taylor stated that funding will come from revenue bonds, construction funds from localities, and student fees.

INSTRUCTIONAL & STUDENT SERVICES COMMITTEE REPORT

Mr. White stated that he had no report at this meeting.

BYLAWS AMENDMENTS

Mr. Snyder reviewed recommended changes to the Bylaws. After discussion by the Board, it was recommended that this item be brought back for consideration at the next Board meeting for approval. The consensus was that this would give members time to think about the recommended changes and bring back any suggestions and/or recommendations to the April Board meeting.

Also, Mr. Snyder informed the Board that, based on legal advice, they could ask the president to join the Board as an ex-officio member. If the Board does vote to do this, it needs to state if the president is a voting or non-voting member. Mr. Snyder also stated that if the Board does do this, whether voting or non-voting, the president is included in all closed meetings.

PRESIDENT'S REPORT

1. Activities of Public Relations—Dr Rhodes stated that the college has started the process to advertise for hiring a Director of Marketing. Also, Dr. Rhodes asked Mr. Holmes, Assistant Director of Marketing, to give an overview of the functions of that office. Mr. Holmes distributed and briefly reviewed the functions of the Marketing Office.
2. President's Work Plan Management Log in Relationship to Strategic Plan—Dr. Rhodes discussed the need to connect the Strategic Plan to meet student needs. He explained that this will assure that our students become successful.

Also, Dr. Rhodes reviewed his Work Plan. He stated that he would keep the Board informed of his progress on the plan. He has also asked the vice presidents to develop their work plans incorporating his assignments to them from the work plan. All this is to focus on the core to achieve student success. He noted that the plan was sent out to all faculty, staff, and Board members for comments before finalizing the plan. Also, a one-day retreat was held to discuss the plan before finalizing. It was also noted that Chair Moslow was present at this meeting.

Chair Moslow stated that there was also a Board committee assigned to review the plan. The document will be reviewed and revised once a year. Also, the plan does not exclude the Board from setting criteria for the president for evaluation.

3. Communications Strategies—Dr. Rhodes stated that because communications is one of his strong interests, he has instituted a 15-5 report that goes out to college faculty and staff. The report asks two questions: (1) Your morale at this time, and (2) If you were president, what would you do make this a better college. Dr. Rhodes stated that he has received 95 responses. Also, he noted that responses are confidential; however, if he thinks comments are something that should be shared, he requests permission to share the information.

Dr. Rhodes said that he was conducting the President's Forum each month on each of the campuses. The purpose of the forum is to keep college faculty and staff informed.

4. Legislative Update—VCCS CEO Dinner/Breakfast

Dr. Rhodes informed the Board of a recent dinner and breakfast hosted by the chancellor's and attended by the presidents and CEOs. Governor Warner attended the dinner meeting and Lieutenant Governor Kain attended the breakfast meeting. They heard CEOs input on the importance of the community college system to the commonwealth.

5. HCA Nursing Initiative Status—Dr. Rhodes brought the Board up-to-date on the current progress in working with HCA to help develop a program to graduate more nurses.

COMMENTS FOR THE GOOD OF THE BOARD

1. Chair Moslow stated that she did contact Mr. Cobb, State Board liaison, to invite him to a Board meeting.

2. Chair Moslow briefly reviewed various information/brochures that she gave to each member.

3. Dr. Rhodes briefed the Board on the Middle College concept. He noted that the college has been chosen as a pilot school for the program. Dr. Rhodes said that he and some college staff would be traveling to Ohio to visit a college that has the program and to look at what they have done in this respect.

4. Mr. Snyder stated that he had recently had an opportunity to speak to a senior citizen group.. He mentioned that about one-third of the group said that they had children, grandchildren, etc. who had attended the college. He expressed to the Board the importance of speaking to community groups in getting the word out about the college.

5. Chair Moslow summarized members input into the evaluation of the Board's recent retreat. Also, she stated that she had distributed a copy of the 2003 Board Goals and assignments to each member.

6. Mr. Wiley asked that the Board look at scheduling a lawyer to come to a meeting to explain liability issues. Chair Moslow stated that Mr. White is working on this and hopes to have someone at the April Board meeting.

7. Dr. West stated that he has been working with Dr. Rhodes to get him out into the community. He also distributed a letter to Board members for their review and for a discussion item at the April Board meeting.

ADJOURNMENT

There being no further business, Mrs. Moslow adjourned the meeting at 2:10 p.m.

Gary L. Rhodes, Secretary

Connie Moslow, Chair