

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

**June 4, 1998**

**Minutes No. 271**

The J. Sargeant Reynolds Community College Board met on Thursday, June 4, 1998, at the Downtown Campus, 7<sup>th</sup> and Jackson Streets. President Burnette called the meeting to order at 12:20 p.m.

Present were:

James E. Copp - Hanover County  
J. Douglas Freeman - Henrico County  
L. H. Ginn, III - City of Richmond  
A. G. Johnson - Louisa County  
Michael Parrish - Goochland County  
Kenneth M. Perry - City of Richmond  
C. Eugene White - Hanover County  
Dale Wiley - City of Richmond

Absent were:

Elizabeth R. Lewis - Powhatan County  
David L. Maiden - Henrico County  
Irving C. Miller - Henrico County  
Nikki P. Nicholau - City of Richmond  
Harlan F. Seymour - Henrico County  
LaVerne Byrd Smith - City of Richmond  
H. B. Snyder, Jr. - Henrico County

Staff Present:

S. A. Burnette  
Judy Harris  
Nancy O'Donnell  
F. W. Taylor

Guests:

Barbara Cribs  
Theresa Jackson  
Carol Singh  
Ray Tillery  
Board Minutes

### MINUTES

President Burnette stated that the minutes of the April 2, 1998, meeting of the Board were mailed to the Board and asked if there were any additions or corrections to these minutes.

**Upon a motion by Mr. Copp and seconded by Mr. Ginn, the minutes of the April 2, 1998, meeting of the Board were approved as mailed. The motion carried 8-0-0.**

### FACULTY SENATE REPORT

Ms. O'Donnell distributed and reviewed the Faculty Senate Report (Attachment A).

### LOCAL FUNDS STATEMENT

Mr. Taylor reviewed the Local Funds Accounts for the period ending February 28, 1998 (Attachment B).

### WESTERN CAMPUS BOOKSTORE VOUCHERS—FUNDING REQUEST

President Burnette stated that during the 1997 Fall Semester Western Campus staff attempted to process book vouchers for financial aide students. Due to an administrative error, the vouchers were never posted to the students' financial aide accounts. When the bookstore invoiced the college for the \$810.39 due for books, there was no money remaining in the students' accounts to pay the invoice. Therefore, the college is requesting that the Board approve the appropriation of \$810.39 from the local vending account to cover the bookstore invoice.

**Upon a motion by Mr. Copp and seconded by Mr. Ginn, the Board approved the expenditure of \$810.39 from vending to cover the cost of textbooks. The motion carried 8-0-0.**

### BOARD COMMITTEE REPORTS

**Instruction and Student Services Committee**—Mr. White, Chair, reported that the committee reviewed and approved three proposals. These proposals are: request for a new Perioperative Nursing Career Studies Certificate program, discontinuance of Data Entry Operations Certificate program, and discontinuance of Aviation: Pilot Training Career Studies Certificate program.

**Upon a motion by Mr. Freeman and seconded by Mr. Ginn, the Board approved the above referenced programs as presented. The motion carried 8-0-0.**

June 4, 1998

**Finance Committee Report**—Mr. Ginn reviewed the minutes of May 7, 1998, meeting of the Finance Committee. The committee reviewed and approved the following budget requests as presented for 1998-1999: (1) Student Government Association Budget (Attachment C), (2) Vending Budget (Attachment D), and (3) Auxiliary Service Fee Budget (Attachment E).

Mr. Ginn stated that the committee approved funding of up to an additional \$50,000, if needed, for the Parham Road Campus Bookstore. The money may come from vending and/or construction funds. Also the committee approved funding of \$5,650 in construction funds for construction of concrete steps, handicapped ramp, and gravel path for the Memorial Park located on the Western Campus.

Also, the committee reviewed the investment policy and Section VI was revised to remove the reference to Executive Order #8.

After discussion by the Board the following motion was made:

**Upon a motion by Mr. Ginn and seconded by Mr. Johnson, the Board voted to accept the recommendations listed above for approval by the Board. The motion carried 8-0-0.**

#### RESOLUTION

President Burnette presented a resolution for Robert and Lucylle Gordon approved by the Executive Board (Attachment F).

**Upon a motion by Mr. Copp and seconded by Mr. Ginn, the Board approved the resolution for Robert and Lucylle Gordon. The motion carried 8-0-0.**

#### NOMINATING COMMITTEE APPOINTMENT

President Burnette appointed the following Board members to serve on the Nominating Committee for the slate of officers for 1998-99: Mr. Freeman, chair, and Mr. Wiley.

#### ADJOURNMENT

There being no further business to discuss, President Burnette adjourned the meeting at 1 p.m.

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S. A. Burnette, Secretary

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Harlan F. Seymour, Chair