

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

June 5, 2003

Minutes No. 291

The J. Sargeant Reynolds Community College Board met on Thursday, June 5, 2003, at the Western Campus in the Community Room. Mrs. Moslow, Chair, called the meeting to order at 12:15 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 B. Snyder, Jr., Henrico County
Edward F. Steiner, Henrico County
Harold Watkins, City of Richmond
Roy West, City of Richmond
Dale Wiley, City of Richmond
Gary Rhodes, JSRCC College President

Board Members Absent:

Lerla G. Joseph, City of Richmond
C. Eugene White, Hanover County

Staff Present:

John Ambrose	Bob Heinz
Diane Brasington	Gwen Turbeville
Judy Harris	Bertha Hamilton-Clay
Naomi Lawhorn	Yolanda Avent
Bess Littlefield	Jason Cottrell
F. W. Taylor	

MINUTES

Mrs. Moslow stated that the minutes of the April 3, 2003, meeting of the Board were mailed to the members and asked if there were any additions or corrections to these minutes. Mr. Snyder stated that his name was omitted as attending and also to remove ex-officio designation from Dr. Rhodes' name because this designation has not been voted on by the Board. Also, Mr. Snyder recommended that this issue be on the September agenda under Executive Session.

Upon a motion by Mr. Snyder and seconded by Mr. Steiner, the minutes of the April 3, 2003, meeting of the Board was approved as amended. The motion carried 13-0-0.

PRESENTATION & ELECTION OF OFFICERS

It was noted that the committee did not have recommendations for officer at this time; however, an electronic ballot will be sent to members.

FACULTY SENATE REPORT

Ms. Turbeville distributed and briefly reviewed the Senate's report (Attachment A).

CLASSIFIED COUNCIL REPORT

No report.

ADMINISTRATIVE COUNCIL REPORT

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

PRESIDENT'S REPORT

1. General College Update—Dr. Rhodes provided the Board with an update on current college activities and other initiatives that he is working on.
2. Strategic Plan Update—Dr. Rhodes distributed a template for use in tracking Strategic Plan Goals and Annual Tasks 2002-2003. Also, concern was expressed that there was too much writing on the form, which made it difficult to tie the nine priorities to the Strategic Plan.
3. CCWA Business Plan Update (DRAFT)—Distributed for Board review and asked that if members had any comments that they be sent to Dr. Rhodes and Ron Laux.

4. Student Life Update—Ms Brasington introduced Bertha Hamilton Clay, Director of Student Life; Yolanda Avent, Coordinator of Student Life; and Jason Cottrell, Student Life Specialist. A presentation was made to the Board on the 2003-2004 Office of Student Life Budget Proposal and vision for the new student life program.

PRESIDENT'S INAUGURATION

Ms. Littlefield brought the Board up-to-date on the progress on preparing for the president's inauguration. She reminded everyone that the inauguration was scheduled for September 24 at the Richmond Center. Ms. Littlefield also said that an inaugural honorary committee was being formed in order to engage the community in this even. A letter will be going out from the Board Chair inviting community leaders to serve on this honorary committee. It was noted that it is on the governor's calendar to attend this event. Also, several community leaders have committed to speak at the inauguration.

FACILITIES & PLANNING COMMITTEE

Mr. Taylor brought the board up-to-date on capital projects and that the DTC parking deck construction has started and funding has been transferred. Also, the YMCA agreement has been executed with the Real Estate Foundation and site work should start soon.

FINANCE COMMITTEE

Mr. Steiner stated that the Finance Committee had four items for presentation to the Board.

1. Local Funds Statement—Mr. Taylor reviewed the Local Funds accounts for the period ending April 2003 (Attachment C).
2. Mr. Steiner reviewed the Vending, Student Life, and Auxiliary Budget Requests for FY04 (Attachment D). Mr. Steiner stated that the committee reviewed these in detail and recommends approval by the Board.

Upon a motion by the Finance Committee and seconded, the Board approved the Vending, Student Life, and Auxiliary Budget Requests for FY04 as presented. The motion carried 13-0-0.

3. Review and approve revised College Investment Policy—Mr. Steiner reviewed a proposed change to the investment policy for Board consideration. Mr. Steiner noted that the only change was under II. Investment Philosophy. He stated that the Finance Committee approved this recommendation.

Upon a motion by the Finance Committee and seconded, the Board recommended the approval of the revised Investment Policy (Attachment E). The motion carried 13-0-0.

4. Mr. Steiner stated that the Finance Committee received a funding request for up to \$20,000 from Vending Reserves to support the president's inauguration. Also, the Foundation will be contributing \$10,000 to support expenses related to the inauguration. It is the recommendation of the Finance Committee to approve this request.

Upon a motion by the Finance Committee and seconded, the Board approved the request of \$20,000 to be paid from Vending Reserves to help support expenses related to the president's inauguration. The motion carried 13-0-0.

INSTRUCTIONAL & STUDENT SERVICES COMMITTEE REPORT

Mr. White stated that committee did not have a report at this time.

BOARD RETREAT UPDATE

Mr. Creery stated that he and members of the Retreat Committee met to discuss plans for the November 7-8, 2003, Board retreat. He distributed information regarding recommendations made by the committee for review. After discussion, it was the consensus of the Board that a two-day format out of town would be more advantageous and instructed the committee to follow up on obtaining a facility for the retreat.

Also, Mr. Creery reviewed possible agenda topics. He asked Board to review the suggested topics and to get back with him of any suggestions. It was also the recommendation of the committee to look at a new member orientation before the start of the retreat. The Board was in favor of this and recommended that the committee proceed with developing a new member orientation.

JOINT MEETING WITH JOHN TYLER COMMUNITY COLLEGE BOARD

Chair Moslow read a letter from Lorraine Waddill, Chair of the John Tyler Community College Board, inviting the Board to a collaborative meeting on September 11, 2003 starting at 4:15 p.m., followed by dinner. The meeting will be held at the Midlothian Campus of JTCC. It was the consensus of the Board that they would like to participate in this event.

COMMENTS FOR THE GOOD OF THE BOARD

1. Mr. Snyder stated that his term on the Board has expired and that this was his last meeting and expressed his gratitude to Board members and staff. Also, Mr. Freeman stated that his term has expired and he too is going off of the Board. He expressed that he knew that the college will be a great force in the community.

Chair Moslow expressed her appreciation to Mr. Snyder & Mr. Freeman for their eight years of service to the college and Board and expressed the Board best wishes to them and their contributions would be greatly missed. Dr. Rhodes also expressed his gratitude to Mr. Freeman and Mr. Snyder for their support.

ADJOURNMENT

There being no further business, Mrs. Moslow adjourned the meeting at 2:25 p.m.

Gary L. Rhodes, Secretary

Connie Moslow, Chair