

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

June 9, 2006

Minutes No. 306

The J. Sargeant Reynolds Community College Board met on Friday, June 9, 2006, at Upper Brandon, Spring Grove, Virginia. Mr. Steiner, Vice Chair, called the meeting to order at 10:15 a.m.

Board Members Present:

Don Blake, Henrico County
James Bowles, Jr., Goochland County
Mark Creery, Hanover County
Gerald E. Kilgore, Henrico County
George Long, Henrico County
Doris McCray, Louisa County
Connie Moslow, Powhatan County
Shawn Peterson, Hanover County
Edward F. Steiner, Henrico County
Gary Rhodes, JSRCC College President

Board Members Absent:

Robert Comet, City of Richmond
Beverley Donati, Henrico County
Harold Watkins, City of Richmond
Roy West, City of Richmond

Staff Present:

Timothy Brown
Barbara Grano
Judy Harris
Thomas Hollins
Genene LeRosen

PRESIDENT'S REPORT

Dr. Rhodes highlighted items from his report (Attachment A).

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. LeRosen distributed and highlighted items in her report (Attachment B).

MINUTES

Mr. Steiner stated that the minutes of the March 2, 2006, 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. Creery and second by Mr. Long, the minutes of the March 2, 2006, meeting of the Board were approved. The motion carried 9-0-0.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Mrs. McCray reviewed with the Board the following new career studies certificate programs recommended by the college for approval:

1. Hospitality Leadership Career Studies Certificate—The proposed Hospitality Leadership Career Studies Certificate was developed to respond to the absence of instructional programs in Virginia that offer a Hospitality Leadership CSC award. The proposed program is ideally suited for employed hotel workers and is intended to be offered via distance learning from JSRCC and made available state-wide. After discussion, the following motion was made:

Upon a motion by Mrs. McCray and second by Mr. Creery, the Board approved the Hospitality Leadership Career Studies Certificate program as presented. The motion carried 9-0-0.

2. Hotel Rooms Division Management Career Studies Certificate—The proposed Hotel Rooms Division Management Career Studies Certificate was developed to respond to the absence of instructional programs in Virginia that offer a comparable award. The proposed program is ideally suited for employed hotel workers and is intended to be offered via distance learning from JSRCC and made available state-wide. It may also be offered via on-campus meetings or a hybrid delivery arrangement. After discussion, the following motion was made:

Upon a motion by Mrs. McCray and second by Mrs. Moslow, the Board approved the Hotel Rooms Division Management Career Studies Certificate program as presented. The motion carried 9-0-0.

3. Pastry Arts Career Studies Certificate—The proposed Pastry Arts Career Studies Certificate program is intended to provide a cost-effective regional pastry arts program for practicing culinary generalists and aspiring pastry artists in the college's service region. The innovative block-scheduling of the existing Culinary Arts AAS program at JSRCC has proven an effective draw outside the college's traditional service region; students from

3. Pastry Arts Career Studies Certificate con't

Tidewater, Southwest Virginia, Fredericksburg, and the Charlottesville area have been regularly attracted to the program. After discussion, the following motion was made:

Upon a motion by Mrs. McCray and second by Mr. Long, the Board approved the Pastry Arts Career Studies Certificate program as presented. The motion carried 9-0-0.

2. New Advisory Committee Appointments—Mrs. McCray presented recommendations for appointments to the following advisory committees: (a.) Culinary Arts, Tourism and Hospitality, (b.) Dental Advising, (c.) Nursing, and (c.) Opticianry (Attachment C). After discussion, the following motion was made:

Upon a motion by Mrs. Moslow and second by Mrs. McCray, the Board approved the advisory committee appointments as recommended above. The motion carried 9-0-0.

FINANCE, FACILITIES AND PLANNING COMMITTEE

Mr. Peterson stated that the committee met and conducted a thorough review of the following budget requests:

1. Student Life Budget Request FY06-07 (Attachment D)—After review and discussion, the following motion was made:

Upon a motion by the committee and second by Dr. Bowles, the Board approved the Student Life Budget request for FY06-07. The motion carried 9-0-0.

2. Vending Budget Request FY06-07 (Attachment E)—After review and discussion, the following motion was made:

Upon a motion by the committee and second by Mr. Blake, the Board approved the Vending Budget request for FY06-07. The motion carried 8-0-1 (Mr. Kilgore).

3. Auxiliary Operating Budget Request FY06-07 (Attachment F)—After review and discussion, the following motion was made:

Upon a motion by the committee and second by Mr. Kilgore, the Board approved the Vending Operating Budget request for FY06-07. The motion carried 9-0-0.

4. Financial Aid Liability to the College Bookstore Contractor—Mr. Brown stated that the college is requesting authorization of Vending Reserve Funds of \$98,055.09 to compensate Barnes and Noble Bookstores for unpaid bookstore charges due to financial aid adjustment that occurred from Summer 2003 through Fall 2005. After discussion, the following motion was made:

Upon a motion by Mrs. Moslow and second by Mr. Long, the Board approved funding Vending Reserve Funds in the amount of \$98,055.00 to Barnes and Noble Bookstores for unpaid financial aid liabilities. The motion carried 8-0-1 (Mr. Kilgore).

6. Proposed Payment to Certain Licensed Practical Nurse Students—Mr. Brown stated that the Nursing Division were not able to identify and hire sufficient clinical faculty nor were able to identify and contract with sufficient clinical sites to accommodate all of the LPN students for the Summer 2006 academic term. In their academic plan, 52 LPN students were enrolled in sections of PNE 188, a required clinical course. Due to insufficient clinical sites, 32 of these students could not be accommodated. The college requests Board approval to pay the tuition, fees, and textbook costs for these 32 students when they are able to enroll; which will likely be in Fall 2006. Based on the 2006 fall tuition rates, a total of \$15,657.60 is required for tuition and \$4,652.80 for textbooks for a total amount of \$20,310.00.

Mr. Steiner stated that because of the emergency of this situation, the Board Executive Committee approved this request by polling each committee member by e-mail. The Executive Committee unanimously approved this request.

ADVOCACY COMMITTEE

Mr. Steiner asked that Board members mark their calendars to plan and attend the following events:

1. November 2, 2006, Local Officials Dinner
2. Two remaining scheduled presentations to elected officials: Henrico County Board of Supervisors, July 11, 2006; and Hanover County Board of Supervisors, September 27, 2006.

COLLEGE BOARD INFORMATION ITEMS

1. Nominating Committee—Mr. Steiner stated that Mr. Comet chaired the Nominating Committee to consider the 2006-2007 slate of officers. In Mr. Comet's absence, Mr. Steiner presented the following slate: Chair--Mark Creery, and Vice Chair, Shawn Peterson

The floor was open for nominations. Their being none, the following motion was made:

Upon a motion by the Nominating Committee, the Board approved the 2006-2007 officers as presented. The motion carried 9-0-0.

2. Housing allowance for President Rhodes—Mr. Steiner stated that the Board Executive Committee unanimously approved a \$7,500 housing allowance for President Rhodes that will be paid by the Foundation at their meeting on May 12, 2006. Also, Mr. Steiner noted that Chancellor DuBois was notified of this approval.

3. Richmond City College Board Appointments—Mr. Steiner noted that Carolyn Mosby and Lerla Joseph submitted their letters of resignation from the Board. Mr. Creery noted that he will be working with Richmond City Council on appointments and will report back to the Board.

4. College Board Events/Meetings 2006-2007 Calendar—Mr. Steiner distributed a preliminary calendar for review and marking of key dates on Board members' calendars. Also, he noted that the calendar will be kept on the Board's Share Point site and will be kept up-to-date.

5. Mr. Creery and Dr. Rhodes made a special presentation to retiring Board Chair Ed Steiner and former Chair Connie Moslow recognizing them for their two years of service to the Board. They were both presented with a Chair imprinted with their name and the President's seal...

Board Minutes
Page 6
June 9, 2006

ADJOURNMENT

There being no further business, Chair Steiner adjourned the meeting at 12:30 p.m.

Gary L. Rhodes, Secretary

Edward F. Steiner, Chair