

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

September 15, 2005

Minutes No. 302

The J. Sargeant Reynolds Community College Board met on Thursday, September 15, 2005, at the Downtown Campus. Mr. Steiner, Chair, called the meeting to order at 4:05 p.m.

Board Members Present:

Don Blake, Henrico County
James Bowles, Jr., Goochland County
Robert Comet, City of Richmond
Mark Creery, Hanover County
Lerla G. Joseph, City of Richmond
Gerald E. Kilgore, Henrico County
George Long, Henrico County
Doris McCray, Louisa County
Carolyn L. Mosby, City of Richmond
Shawn Peterson, Hanover County
Edward F. Steiner, Henrico County
Harold Watkins, City of Richmond
Roy West, City of Richmond
Gary Rhodes, JSRCC College President

Board Members Absent:

Beverley Donati, Henrico County
Connie Moslow, Powhatan County

Staff Present:

John Ambrose
Pat Bozeman
Diane Brasington
Terri Britt
Timothy Brown
Judy Harris
Genene LeRosen
Bess Littlefield
Nannette Smith

Mr. Steiner introduced and welcomed new Board members Carolyn Mosby, representing the City of Richmond; Gerald Kilgore, representing Henrico County, and James Bowles, representing Goochland County. He also recognized the attendance of Lyn McDermid, president of the JSRCC Foundation Board.

The Board recessed to tour the School of Health Sciences.

MINUTES

Mr. Steiner stated that the minutes of the June 2, 2005, 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 second by Mr. Long, the minutes of the June 2, 2005, meeting of the Board were approved. The motion carried 13-0-0.

COLLEGE BOARD RETREAT ACTION ITEMS

Shawn Peterson noted that Board's goals for 2005-2006 were sent to each member. He requested that committees review their assigned goals, update them as necessary, and report any changes to him. Also, Mr. Peterson proposed that these goal updates be a standing agenda item at each Board meeting. He will propose a way for chairs to report at the next meeting.

NEW BOARD MEMBER ORIENTATION

Mr. Steiner stated that he is working on a date for an orientation for new board members. New members were asked to take a look at their calendars for possible October dates and to contact him with dates they are available. Mr. Steiner also invited former Board members to participate.

Also, Dr. Rhodes stated that he has scheduled a time with each new Board member to take them on a tour of the college's campuses.

DISCUSSION ITEMS

1. Doris McCray reminded Board members to file updates in their handbooks. She noted that the notebook will be updated soon. Harold Watkins and Mark Creery volunteered to assist Mrs. McCray on updating the notebook.

2. Mr. Steiner reminded Board members of the annual VCCS meeting, which will be held in Danville, Virginia, November 15 and 16, and encouraged members to attend.

Also, Mr. Steiner stated that he had met with new liaison from the State Board, Adele Johnson. They discussed the needs and issues of the college. Mr. Steiner said that Ms. Johnson will be attending some of the Board meetings.

Mr. Steiner informed the members of his recent attendance at the Northern Virginia Community College Board meeting on Monday, September 12.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Dr. West presented the following requests, which were reviewed by the Academic and Student Affairs Committee, for approval by the Board.

1. Advisory Committee Members Appointments:
 - a. The J. Sargeant Reynolds Community College Policy 2-11 requires the establishment and operation of an advisory committee system to serve the occupational/technical academic programs offered by the college. The approval of new committee appointees and replacements are requested (Attachment A).

Upon recommendation by the Committee and seconded by Mr. Blake, the Board approved the appointees and replacements as presented. The motion carried 13-0-0.

- b. Annual Report on Advisory Committees—As required under Goal Area 5—Teaching & Learning (5.1.3) of the Board's 2005-2006 Goals, a report was provided to the Board (Attachment B).

Upon recommendation by the Committee and seconded Dr. Joseph, the Board accepted the report as presented. The motion carried 13-0-0.

- c. Annual Report on Student Retention, Graduation, Placement, and Transfer Rates— As required under Goal Area 5—Teaching & Learning (5.1.4), of the Board's 2005-2006 Goals, a report was provided to the Board (Attachment C).

It was reported that College Connection Academy, a pilot program at the Western Campus for high school seniors attending Goochland and Powhatan, has been very successful. It was noted that 26 high school seniors are in the program taking three hours of college-level courses. These credits will be transferred back to their high schools towards credit for graduation. Also, once they have completed the program, they will have completed one year of college requirements. Information on this program was distributed to Board members.

FINANCE, FACILITIES AND PLANNING COMMITTEE

Mr. Peterson stated that the committee met to consider the following agenda items:

1. Local Funds Statement—Tim Brown reviewed the Local Funds and Investment Reports for the period ending July 31, 2005. (Attachment D)
2. Eastern Campus Feasibility Study—A presentation presented by the consultant indicated that it will be very feasible to develop the Eastern Campus. Copies of the presentation were distributed to Board members.

After discussion, the following recommendation was made by the committee:

Upon recommendation by the Committee and seconded by Mr. Comet, the Board accepted the feasibility study and endorsed further development of an Eastern Campus. The Board accepted the report as presented (Attachment E). The motion carried 13-0-0.

3. YMCA Pavilion Construction—It has been recommended that the Board approve the design for the YMCA picnic pavilion to be located on Foundation property adjacent to the college's Western Campus. Under a deed dated September 17, 2002, approximately 9.410 acres were granted for constructing a YMCA facility adjacent to the college's Western Campus. Under the terms of the deed, an expansion of the YMCA Facility requires approval of the design by the State Board before the work can begin. The State Board requires review by the College Board prior to State Board review. The pavilion will be located approximately 205 feet from the boundary of the Western Campus. Because the pavilion will not be constructed on State property, AARB review of the design is not required. After discussion, the following recommendation was made by the committee:

YMCA Pavilion Construction con't:

Upon recommendation by the Committee and seconded Dr. Joseph, the Board approved the design for the YMCA picnic pavilion to be located on Foundation property adjacent to the college's Western Campus. The motion carried 13-0-0.

Mr. Brown distributed to members of the Board the college's Emergency Preparedness Plan and an update on major projects.

ADVOCACY COMMITTEE

Mr. Comet stated that the committee has not met for the year and that he had no formal report at this time. He did remind members to be advocates of the college as it gears up for the major gifts campaign.

Mr. Steiner noted that the November 3, 2005, date for the local officials' dinner is one week before elections and suggested that this might be moved to another date. After discussion, Bess Littlefield was asked to look into an alternative date to host this dinner.

Also, Mr. Steiner noted that on Tuesday, January 24, 2006, at 5:30 p.m. the VCCS Legislative Reception will be held at the Old City Hall.

PRESIDENT'S REPORT

Dr. Rhodes reviewed his report (Attachment F).

Possible Western Hanover County Campus—Dr. Rhodes discussed his recent exploratory meeting with Rhu Harris, Hanover County Administrator, and Stewart Roberson, Superintendent of Schools, to develop a concept for a future campus in Western Hanover County. After discussion, the Board confirmed their support for a continued dialogue by the president related to a possible Western Hanover County campus.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. LeRosen briefly highlighted items from her report (Attachment G).

FACULTY SENATE REPORT

No report was given, but Mr. Steiner noted that each member was mailed a report for review.

CLASSIFIED COUNCIL REPORT

Terri Britt, President, briefly highlighted the Council's report (Attachment H).

PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Pat Bozeman, Co-Chair, noted that they sponsored a 5B4 contest, which was part of the college's learning environment awareness that promoted punctuality college-wide. Also, she noted that they recognized nine new hires at their luncheon during convocation. Ms. Bozeman noted that they are beginning to plan additional activities for the year.

VICE PRESIDENT OF CCWA REPORT

No report

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Bess Littlefield recognized the Board for being at the 100 percent participation level for the major gifts campaign. She noted that they were the first group at the college to reach this goal. Ms. Littlefield thanked everyone for their support.

Mr. Steiner reminded members of the October 20 scholarship luncheon and that the next Board meeting will be November 3, 2005, at 4 p.m.

ADJOURNMENT

There being no further business, Chair Steiner adjourned the meeting at 6:30 p.m.

Gary L. Rhodes, Secretary

Edward F. Steiner, Chair