

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

**January 9, 2014**

**Minutes No. 351**

The J. Sargeant Reynolds Community College Board convened at 4:05 p.m. on Thursday, January 9, 2014, in the Workforce Development and Conference Center, Parham Road Campus, 1651 E. Parham Road, Richmond, Virginia.

Board Members Present:

Mr. Stephen Baril, City of Richmond  
Mr. Thurman S. Cash III, City of Richmond  
Mr. Mark A. Creery, Hanover County  
Dr. Brenda J. Drew, City of Richmond  
Dr. Rondle E. Edwards, City of Richmond  
Mr. Gerald E. Kilgore, Henrico County  
Dr. Karsten Konerding, Henrico County  
Ms. Anne Marie Lauranzon, Hanover County  
Dr. John A. Manzari, Louisa County  
Reverend Marcus Martin, Henrico County  
Ms. Maureen Moslow-Benway, Powhatan County  
CAPT Richard C. Rush, Henrico County  
Mr. Ernesto V. Sampson, City of Richmond  
Ms. Audrey Swann, Henrico County  
Dr. Gary Rhodes, President

Board Members Absent:

Dr. James F. Lane, Goochland County

Staff Present:

Mr. David Barrish  
Ms. Amy Bradshaw  
Ms. Diane Brasington  
Ms. Judy Harris  
Ms. Elizabeth Littlefield  
Dr. David Loope  
Ms. Natalie Meredith  
Ms. Jena Morrison  
Dr. Ramzi Ockaili  
Ms. Kim Phillips  
Mr. Mark Probst

Mr. Joe Schilling  
Mr. Kirk Smith  
Mr. Charles Swaim  
Dr. Mark Webster

### CALL TO ORDER

Mr. Mark Creery, Chair, called the meeting to order.

### ROLL CALL

Dr. Gary Rhodes, President, affirmed that a quorum was present.

Introductions: Chair Creery introduced newly appointed Board member, Thurman "Trip" Cash III. Mr. Cash was appointed by Richmond City Council to fill the expired term of Benjamin Alexander.

Dr. Rhodes introduced the college's new Vice President of Technology, Dr. Mark Webster.

### FACULTY SENATE REPORT

Dr. Ramzi Ockaili stated that the Senate had not met since the last Board meeting and did not have a report at this time.

### CLASSIFIED COUNCIL REPORT

Ms. Kim Phillips provided a written report for review (Attachment A).

### PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Mr. Charles Swaim provided a written report for review (Attachment B).

### VCCS ANNUAL MEETING

An update was provided on the recent VCCS Annual meeting.

### PRESIDENT'S REPORT

Dr. Gary Rhodes stated he had recently met with President Mike Rao (VCU), and as a result of the meeting, Reynolds and VCU will host a reception for their respective academic officers. Also, Dr. Rhodes provided an overview of his recent meeting with the State Board with reference to the Varina Center proposal (Attachment C). Based on findings, the decision has been made that the college will not pursue developing a Varina Center at this time.

### EXECUTIVE VICE PRESIDENT'S REPORT

Ms. Jena Morrison, Student Success Coach, provided an overview of the Student Assistance & Intervention for Learning Strategies Pilot Program. This is a VCCS-wide initiative for early alerts and is designed to notify students of their course progress and of any course-related issues that could impact their success.

Ms. Diane Brasington, Associate Vice President of Policy and Institutional Effectiveness, provided an overview of enrollment terms and their definitions.

#### VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Ms. Amy Bradshaw provided the Board with an Executive Summary of the Office of Human Resources Annual Fiscal Year Report for July 1, 2012 – June 30, 2013 (Attachment D).

#### VICE PRESIDENT OF CCWA REPORT

Ms. Natalie Meredith, Associate Vice President for CCWA, provided an update on CCWA offerings. Also, she stated that CCWA has been nominated for the Chesterfield Chamber's Small Business Award.

#### VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Elizabeth Littlefield stated that the college will be embarking on another fund raising campaign. A feasibility study process will be done before embarking on the campaign.

#### MINUTES

Chair Creery asked if there were any additions or corrections to the minutes of the November 7, 2013, meeting of the Board.

**Upon a motion by Mr. Baril and seconded by Dr. Edwards, the Board approved the minutes of the November 7, 2013, meeting. The motion carried 14-0-0.**

#### BOARD OPERATIONS & PLANNING COMMITTEE

Dr. Jack Manzari, Committee Chair, presented proposed changes to the Board Bylaws. After discussion, Minor corrections were recommended. Recommended changes were noted and will be made.

**Upon a motion by the committee and seconded by Mr. Kilgore, the Board approved Board Bylaws with recommended changes. The motion carried 14-0-0.**

Dr. Manzari asked if members had any questions with reference to the December 12, 2013, minutes of the committee. There were none.

Chair Creery provided information on Trello -- website where documents for Board review are shared.

#### ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Ms. Anne Marie Lauranzon, Committee Chair, reported that the committee met and reviewed the following requests and brings them forward for recommendation of approval by the Board:

1. Proposal to Discontinue Surveying Technology Career Studies Certificate – This program has been recommended for discontinuance due to a continuing trend of low student enrollment and low numbers of graduates over the past five years. It is also recommended that no new students be admitted to the program upon approval by the Board and with the last graduates to be Spring 2015. After discussion, the following motion was made:

**Upon a motion by the committee and seconded by Ms. Moslow-Benway, the Board approved the discontinuance of the Surveying Technology Career Studies Certificate program. The motion carried 14-0-0.**

2. Proposal to Revise Title of the Science AS Teacher Preparation Specialization – It is recommended that the title of this program be changed to Mathematics and Science Teacher Preparation Specialization. The proposed new specialization title will clearly guide students interested in preparing to teach mathematics and science to the appropriate college transfer program. After discussion, the following motion was made:

**Upon a motion by the committee and seconded by Reverend Martin, the Board approved the recommended title change. The motion carried 14-0-0.**

3. Proposal to Make Major Revisions to Architectural & Civil Engineering Technology AAS Degree – The major recommended revisions to the program include the program's title change to Architectural and Engineering Technology, the discontinuance of the Civil Engineering Technology specialization, and the addition of the specialization in Geospatial and Environmental Engineering Technologies. After discussion, the following motion was made:

**Upon a motion by the committee and seconded by Dr. Edwards, the Board approved the recommended revisions. The motion carried 14-0-0.**

#### FINANCE & FACILITIES COMMITTEE

Mr. Steve Baril, Committee Chair, reported that the committee met and reviewed the following requests and brings them forward for recommendation of approval by the Board:

1. Request for Funds for Lease Swing Space – Georgiadis Hall Renovation Project, Parham Road Campus - The College is requesting approval to lease approximately 30,000 square feet to house functions displaced by the renovation of Georgiadis Hall. The renovations will require the relocation of classrooms, laboratories, administrative/faculty offices, and student services. The college is currently soliciting cost proposals for leased space within the vicinity of the Parham Road Campus. The lease operating expense will be paid out of the state operating funds. Also, leases in excess of 10,000 square feet require State Board approval. After discussion, the following motion was made:

**Upon a motion by the committee and seconded by Ms. Lauranzon, the Board approved the request as presented. The motion carried 14-0-0.**

2. Request to Rescind Approval to Construct Modular Building, Parham Road Campus - The Board approved at its meeting on November 7, 2013, \$500,000 from local construction reserve funds for a modular building that will be used as swing space during the Georgiadis Hall Renovation Project on the Parham Road Campus. After discussion, the following motion was made:

**Upon a motion by the committee and seconded by Mr. Sampson, the Board approved the request to rescind the November 7, 2013, approval for \$500,000 to be used for a modular building during the renovations of Georgiadis Hall. The motion carried 14-0-0.**

The FY2013 and FY2014 Local Financial Reports were made available for the Board's review.

Mr. Mark Probst provided an update of the college's facilities projects. (Attachment E)

Environmental Sustainability Initiatives – Mr. Probst provide a presentation on the Environmental Sustainability Initiatives the college has implemented (Attachment F),

#### INFORMATION ITEMS FROM THE BOARD CHAIR

Chair Creery reminded the Board of the following upcoming events:

- Next Board Meeting – March 6, 2014
- College's 11<sup>th</sup> Annual Scholarship Bowl – February 1, 2014
- VCCS Legislative Reception – February 12, 2014

#### ADJOURNMENT

**A motion was made and seconded that: "THE J. SARGEANT REYNOLDS COMMUNITY COLLEGE BOARD ADJOURN." The motion carried 14-0-0.**

There being no further business to come before the Board, the meeting adjourned at 6:30 p.m.

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Gary L. Rhodes, Secretary

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Mark A. Creery, Chair