

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

**January 15, 2015**

**Minutes No. 357**

The J. Sargeant Reynolds Community College Board convened at 4:03 p.m. on Thursday, January 15, 2015, in the Workforce Development and Conference Center, Parham Road Campus, 1651 E. Parham Road, Richmond, Virginia.

Board Members Present:

Mr. Stephen E. Baril, City of Richmond  
Mr. Thurman S. Cash III, City of Richmond  
Mr. Mark A. Creery, Hanover County  
Dr. Rondle E. Edwards, City of Richmond  
Dr. Brenda J. Drew, City of Richmond  
Dr. Karsten Konerding, Henrico County (Dr. Konerding left the meeting after the Academic, Student Affairs and Workforce Development Committee reported.)  
Dr. James F. Lane, Goochland County  
Ms. Anne Marie Lauranzon, Hanover County  
Dr. John A. Manzari, Louisa County  
Reverend Marcus Martin, Henrico County  
Mrs. Anne V. Moore, Powhatan County  
CAPT Richard C. Rush, Henrico County  
Mr. Ernesto V. Sampson, City of Richmond  
Mrs. Goldie W. Settle, Henrico County  
Dr. Gary Rhodes, President

Board Members Absent:

Mr. Fred Babik, Henrico County

Staff Present:

Ms. Amy Bradshaw  
Ms. Diane Brasington  
Kim Cain  
Ms. Judy Harris  
Dr. Thomas Hollins  
Ms. Shirley Hopkins  
Dr. Susan Hunter  
Ms. Elizabeth Littlefield  
Dr. David Loope  
Dr. Miles McCrimmon  
Ms. Natalie Meredith  
Dr. Ramzi Ockaili  
Mr. Mark Probst  
Mr. Joe Schilling  
Ms. Kelly Smith  
Dr. Mark Webster  
Ms. Corliss Woodson

CALL TO ORDER

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

ROLL CALL

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

FACULTY SENATE REPORT

Dr. Ramzi Ockaili provided a review of the Senate's report (Attachment A).

CLASSIFIED COUNCIL REPORT

Ms. Kim Cain provided a review of the Council's report (Attachment B)

PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Ms. Kelly Smith provided a review of the Senate's report (Attachment C).

PRESIDENT'S REPORT

President Rhodes provided an update on the following:

- a) Commissioned Study – Credit and Non-Credit Workforce Training – This study addressed three questions: (1) Credit vs. non-credit; (2) Credentials; (3) Soft skills.
- b) Community in Schools Tour – This program helps children stay in school by identifying and addressing unmet needs of the families.
- c) Valley Proteins Fellow Scholarship Awards – VCCS State Community College Annual Meeting – Three out of the ten awards presented were received by Reynolds students.
- d) VCCS HIRE Conference Presentation – Elevating Workforce in the Commonwealth: A Shared Vision for Workforce Development – This panel, which President Rhodes served on, discussed employability skills to meet employer needs.

President Rhodes noted that:

- a) He was recently elected to serve as vice chair of The Forum Club.
- b) Nursing Pinning Ceremony recently graduated 65 nurses.
- c) Dr. Genene LeRosen was recently chosen as one of the 2015 YMCA Outstanding Women awards representing education.
- d) Staff and students recently visited with legislators.

President Rhodes provided an overview of the VCCS 2015 Legislative Agenda and Legislative Priorities. .

#### EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Miles McCrimmon provided an overview of The Reynolds Advance College Academy program (Attachment D)

Dr. Mark Webster provided an overview of the WiFi upgrades for students and also current renovations for classroom technology at Brookside Hall.

#### VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Ms. Amy Bradshaw provided a summary of the Local Funds Report. Also, she reviewed recommendations of the Governor's 2014-2016 Budget.

#### VICE PRESIDENT OF CCWA REPORT

Ms. Natalie Meredith provided an overview of current CCWA offerings; i.e., offering a second session of the Film Production Technician Training and hosting the LogistXGames. Ms. Meredith also stated that because of required credentialing, CCWA has added new classes to meet these needs.

Ms. Missy Ogden, EducateVA Director, stated that the program graduated 75 program completers in December 2014, and that 10 of the graduates are currently in teaching positions. Currently, the program has enrolled one of the largest classes since the program started.

#### VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Kelly Smith, Director of Marketing, provided an update on the college's brand refresh. Also, she provided a copy of the Marketing Dashboard, which shows measurements of the college's marketing materials.

#### MINUTES

Chair Creery asked if there were any additions or corrections to the minutes of the November 6, 2014, meeting of the Board.

**Upon a motion by Dr. Konerding and seconded by Mr. Baril, the Board approved the minutes of the November 6, 2014, meeting. The motion carried 14-0-0.**

#### BOARD OPERATIONS & PLANNING COMMITTEE

Dr. Jack Manzari, Committee Chair, stated that the draft minutes of the November 6 and December 19, 2014, meetings of the committee was provided to Board members.

Dr. Manzari also provided an update on the VCCS Annual meeting, which was held November 18-19, 2014. One objective discussed at the meeting of interest was on credentialing and building a foundation for student success.

Board Policy Drafting – Chair Creery stated that the committees are currently working on drafting policies to send to the Board Operations and Planning Committee for review. Policies will be brought forward for Board consideration and approval in June.

Dr. Manzari reminded Board members of the retreat, which will be held March 12-13, 2015, at the Boar's Head Inn in Charlottesville, Virginia.

The committee is also working on implementing a paperless governance solution called BoardDocs that all Board members will have access.

#### ACADEMIC, STUDENT AFFAIRS AND WORKFORCE DEVELOPMENT COMMITTEE

Dr. Karsten Konerding, Committee Chair, reported that the committee met and reviewed the following requests from the college:

1. Discontinuance Proposal – Sleep Technology for Polysomnography Certificate

**Upon a motion by the committee and seconded by Captain Rush, the Board approved the discontinuance of the Sleep Technology for Polysomnography Certificate. The motion carried 14-0-0.**

2. New Program Proposal – Release of Information Specialist Career Studies Certificate

**Upon a motion by the committee and seconded by Dr. Manzari, the Board approved the new program request for Release of Information Specialist Career Studies Certificate. The Board recommend that the college look at a change in the title that would be more reflective on the purpose of the program. 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. After review and discussion:

1. Updated Investment Policy for Local Funds – After discussion by the Board, it was recommended to table this request until such time that Ms. Amy Bradshaw could gather further data on: (1) Do other community colleges use CDARS; (2) Do the college's local jurisdictions have investment policies.

**Upon a motion by the committee and seconded by Captain Rush, the Board approved to table the request until such time additional information can be collected. The motion carried 13-0-0.**

2. Crisis and Emergency Management Plan

**Upon a motion by the committee and seconded by Ms. Lauranzon, the Board approved the Crisis and Emergency Management Plan. The motion carried 13-0-0.**

3. Six-Year Capital Outlay Plan (2016-2022)

**Upon a motion by the committee and seconded by Mr. Sampson, the Board approved Six-Year Capital Outlay Plan (2016-2022). The motion carried 13-0-0.**

Mr. Mark Probst provided an update on facilities projects (Attachment E).

INFORMATION ITEMS FROM THE BOARD CHAIR

Chair Creery reminded the Board of the following upcoming events:

- February 11 – VCCS Legislative Reception
- February 21 – Reynolds Scholarship Bowl
- March 5 – College Board Meeting
- March 12-13 – College Board Retreat

ADJOURNMENT

**A motion was made and seconded that: “THE J. SARGEANT REYNOLDS COMMUNITY COLLEGE BOARD ADJOURN.” The motion carried 13-0-0.**

There being no further business to come before the Board, the meeting adjourned at 5:45 p.m.

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Gary L. Rhodes, Secretary

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Mark A. Creery, Chair