

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

September 5, 2013

Minutes No. 349

The J. Sargeant Reynolds Community College Board convened at 4:00 p.m. on Thursday, September 5, 2013, in the Workforce Development and Conference Center, Parham Road Campus, 1651 E. Parham Road, Richmond, Virginia.

Board Members Present:

Mr. Benjamin L. Alexander, City of Richmond
Mr. Stephen Baril, 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
Dr. James F. Lane, Goochland County
Ms. Anne Marie Lauranzon, Hanover County
Dr. John A. Manzari, Powhatan County
Ms. Maureen Moslow-Benway, Powhatan County
Mr. Ernesto V. Sampson, City of Richmond
Ms. Audrey Swann, Henrico County
Dr. Gary Rhodes, JSRCC College President

Board Members Absent:

Reverend Marcus Martin, Henrico County

Staff Present:

Mr. John Ambrose	Ms. Natalie Meredith
Ms. Amy Bradshaw	Mr. David Barrish
Ms. Diane Brasington	Mr. David Moss
Ms. Judy Harris	Mr. Wen Andrews
Dr. Genene LeRosen	
Ms. Bess Littlefield	
Dr. David Loope	
Dr. Ramzi Ockaili	
Ms. Kimberly Phillips	
Mr. Mark Probst	
Mr. Joseph Schilling	

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: Newly appointed Board members Mr. James Lane and Dr. John "Jack" Manzari, were introduced to the Board. Mr. Lane represents Goochland County and Dr. Manzari represents Louisa County.

FACULTY SENATE REPORT

Dr. Ramzi Ockaili, Faculty Senate President, reviewed a written report (Attachment A).

CLASSIFIED COUNCIL REPORT

No report.

PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

No report.

PRESIDENT'S REPORT

Mr. Mac McGinty introduced Ms. Natalie Meredith, Assistant Vice President of Open Enrollment, and Mr. David Oss, Assistant Vice President for Contract Training.

President Rhodes recognized John Ambrose, Vice President for Technology, who will be retiring at the end of September after 39 years of service at the college.

President Rhodes provided an update on the recent active shooter drill held on the Parham Road Campus. The drill was a joint effort of the college's Police Department in partnership with the Henrico Police and Fire Departments and volunteers.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Gene LeRosen provided an update on enrollments.

Ms. Diane Brasington, AVP for Institutional Advancement, provided the Board with an update on the college's Four-Year Policy Review Cycle.

VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Ms. Amy Bradshaw stated that the year-end reports had been submitted to the VCCS. She noted that because enrollment is down by 2 percent, this will have an impact on the budget. However, the college is waiting for approval of carry-over money from 2012-13 year.

VICE PRESIDENT OF CCWA REPORT

Mr. Mac McGinty stated that at a recent staff retreat, CCWA set goals for the coming year. Also, CCWA's web site was selected by the National Learning and Education Resource Network as one of the top five web sites nationwide, and has been notified CCWA is one of the finalists for the Governors IT Award in Education for Statewide Training.

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Bess Littlefield provided a review of her report (Attachment B). She also noted that the Foundation ended the fiscal year with approximately \$1ML in revenue with an additional \$2.6 ML in grants. The Foundation is also raising money for the Downtown Campus Nursing Simulation Lab.

The college's new branding will be launched at the October 2 convocation. Also, the Foundation hosted this past spring a series of small luncheons inviting business leaders to ask their prospective on ideas that could help the Foundation as they gear up for the upcoming campaign.

Ms. Littlefield noted that recent research on the college's regional impact shows that 1 in every 4 workers in the region has taken a class or received a degree/certification from Reynolds. Also, in the healthcare industry, it is 1 in every 3 workers.

MINUTES

Chair Creery asked if there were any additions or corrections to the minutes of the June 6, 2013, meeting of the Board, which were mailed to the Board.

Corrections to the minutes: Dr. Konerding stated that on page 3, Report of Nominating Committee under motion, to change Mr. Konerding to Dr. Konerding and on page 4, FY2014 Vending Budget, last paragraph, Mr. James Bowles should be changed to Dr. James Bowles.

Upon a motion by Dr. Konerding and seconded by Mr. Kilgore, the Board approved the minutes of the June 6, 2013, meeting with recommended changes. The motion carried 13-0-0.

OPERATIONS & PLANNING COMMITTEE

Dr. Jack Manzari, Committee Chair, stated that this committee is a newly formed committee, which was a result of a recommendation at the Board's retreat. The mission of the committee is to plan and support Board activities and develop the next generation of Board leadership. Goals of the committee: (1) review and revise Board Policy Manual; (2) review and improve Board orientation; (3) develop advocacy and partnership; (3) support and contribute to the college's planning and institutional effectiveness.

Upon a motion by Dr. Manzari and seconded by Mr. Kilgore, the Board approved the Operations Planning Committee with identified Mission, Goals, and Objectives. The motion carried 13-0-0.

ADOPTION OF RESOLUTIONS

Chair Creery presented for consideration by the Board resolutions for retiring Board members Mr. James Cuthbertson, Dr. James H. Bowles, Jr., and Mr. Jack A. Speer (Attachment C). After review, the following motion was made:

Upon a motion by Mr. Baril and seconded by Ms. Lauranzon, the Board approved the adoption of the resolutions recognizing Mr. Cuthbertson, Dr. Bowles, and Mr. Speer for their services to the Board. They will be recognized and presented with their resolution at the October 3, 2013, Elected Local Officials Dinner. The motion carried 13-0-0.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

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

1. Request for New Program in Geospatial Information and Positioning Specialist Career Studies Certificate – The Geospatial Information and Positioning Specialist Career Studies Certificate (CSC) was developed by faculty in the School of Business to help meet the rapidly growing demand for trained geospatial technicians in the Commonwealth. JSRCC was awarded a three-year grant from the National Science Foundation's Advanced Technological Education (NSF-ATE) Program to create and offer a training program for geospatial technicians. With this grant, JSRCC and three other Virginia community colleges have been established as centers in the Commonwealth for developing academic pathways for geospatial technology to serve as model programs for other community colleges in Virginia and the nation. The committee recommends the approval of the proposed new program with an initiation date of Fall 2013. After discussion, the following motion was made:

Upon a motion by the committee and seconded by Dr. Drew, the Board approved the proposed new Geospatial Information and Positioning Specialist Career Studies Certificate program. The motion carried 13-0-0.

2. Request for Program Discontinuances: (1) Administrative Support Technology Certificate; (2) Electronics Technology Career Studies Certificate; (3) Fire Protection System Design Specialization of the Fire Science Technology AAS Degree – These programs have been recommended for discontinuance due to lack of student interest in the program as evidenced by low enrollment. It is further recommended that no new students be admitted upon approval of the College Board in Fall 2013 and with the last graduates to be Spring 2015.

Upon a motion by the committee and seconded by Ms. Moslow-Benway, the Board approved the request for the discontinuance of the above referenced programs as presented. The motion carried 13-0-0.

3. Appointments to New Geospatial Information and Positioning Specialist Career Studies Certificate Advisory Committee and Appointments/Reappointments to Existing Advisory Committees (Attachment D).

Upon a motion by the committee and seconded by Dr. Lane, the Board approved the new advisory committee for the Geospatial Information and Positioning Specialist Career Studies Certificate and the appointments/reappointments to existing advisory committees. The motion carried 13-0-0.

4. Advisory Committee Report 2012-2013 was provided to the Board (Attachment E).

NOTE: Board members Gerald Kilgore and Maureen Moslow-Benway were absent when the following votes were taken by the Board.

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. Swing Space for Georgiadis Hall (Modular Building) – As renovations of Georgiadis Hall begins, swing space is needed to house both offices and classrooms. It has been recommended to construct a modular building for this purpose. After discussion, the following motion was made:

Upon a motion by the committee and seconded by Dr. Drew, the Board approved the construction of a modular building to be used as swing space during the renovations of Georgiadis Hall. The motion carried 11-0-0.

2. Local Construction Funds for Georgiadis Hall Renovations – The college is requesting approval to transfer \$500,000 out of local un-restricted construction funds to restricted funds to be used for Georgiadis Hall renovations. After discussion, the following motion was made:

Upon a motion by the committee and seconded by Dr. Drew, the Board approved the request as stated above. The motion carried 11-0-0.

3. Un-restricted Leftover Funding From Parham Road Campus Burnette Hall Project – The college is requesting to un-restrict leftover funding of \$123,209 from the Parham Road Campus Burnette Hall Project. After discussion, the following motion was made.

Upon a motion by the committee and seconded by Mr. Sampson, the Board approved the requested as stated above. The motion carried 11-0-0.

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 F)

INFORMATION ITEMS FROM THE BOARD CHAIR

Chair Creery reminded the Board of the following upcoming events:

- Scholarship Luncheon – September 26, 12:30 p.m. – PRC, WDCC
- Convocation – October 2, 8 a.m. - PRC, Library Technology Center
- Local Officials Dinner – October 3, 6 p.m. – PRC, WDCC
- Next Board Meeting – November 7, 4 p.m. – PRC, WDCC
- VCCS State Board Annual Meeting – November 19-20

ADJOURNMENT

A motion was made and seconded that: "THE J. SARGEANT REYNOLDS COMMUNITY COLLEGE BOARD ADJOURN." The motion carried 11-0-0.

There being no further business to come before the Board, the meeting adjourned at 5:57 p.m.

Gary L. Rhodes, Secretary

Mark A. Creery, Chair