

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

January 10, 2013

Minutes No. 345

The J. Sargeant Reynolds Community College Board convened at 4:05 p.m. on Thursday, January 10, 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
Dr. James Bowles, Jr., Goochland County
Mr. Mark A. Creery, Hanover County
Mr. James Cuthbertson, Henrico County
Dr. Brenda J. Drew, City of Richmond
Dr. Rondle E. Edwards, City of Richmond
Dr. Karsten Konerding, Henrico County
Mr. Gerald E. Kilgore, Henrico County
Ms. Anne Marie Lauranzon, Hanover County
Rev. Marcus Martin, Henrico County
Ms. Maureen Moslow-Benway, Powhatan County
Mr. Jack A. Speer, Louisa County
Ms. Audrey Swann, Henrico County
Dr. Gary Rhodes, JSRCC College President

Staff Present:

Mr. John Ambrose
Ms. Diane Brasington
Ms. Judy Harris
Ms. Shirley Hopkins
Dr. Genene LeRosen
Ms. Donna Levy
Ms. Bess Littlefield
Dr. David Loope
Ms. Cara Luyster
Ms. Jackie Manley
Ms. Kimberly Phillips
Mr. Mark Probst
Police Chief Paul Ronca
Ms. Nina Sims
Mr. Bruce Sofinski

CALL TO ORDER

Mr. James Cuthbertson, Chair, called the meeting to order.

ROLL CALL

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

FACULTY SENATE REPORT

Ms. Donna Levy, Faculty Senate President, distributed and reviewed a written report. (Attachment A).

CLASSIFIED COUNCIL REPORT

Ms. Jackie Manly, Classified Council Vice President, stated there was no report at this time.

PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Mr. Bruce Sofinski, PAFC President, reviewed the Senate's report (Attachment B).

PRESIDENT'S REPORT

President Gary Rhodes provided highlights on current activities; i.e., Phi Theta Induction program; VCCS Priorities Legislative Plan; quality initiatives; branding process; college's mobile website.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Gene LeRosen provided an update on college enrollments. She noted that the college is still growing in online course offerings.

VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Police Chief Paul Ronca presented a report on the purpose and scope of the college's Emergency Operations Plan. Also, Chief Ronca provided an update of the police department's accreditation process, which will take place March 2013.

VICE PRESIDENT OF CCWA REPORT

Ms. Nina Sims, Director of Marketing and Sales, provided an update on programs, initiatives, and activities for CCWA.

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Bess Littlefield updated the Board on the brand development project. Findings will be shared with the Board at its March meeting and grant strategy will be developed by spring. Ms. Littlefield noted that the first six months of the fiscal year \$2.8 ML in funding was raised.

MINUTES

Chair Cuthbertson asked if there were any additions or corrections to the minutes of the November 1, 2012, meeting of the Board that was mailed to the members.

Upon a motion by Dr. Konerding and seconded by Dr. Bowles, the Board approved the minutes of November 1, 2012, meeting. The motion carried 14-0-0.

COLLEGE BOARD 2013 RETREAT

Rev. Marcus Martin stated that the Board's retreat will be held August 1 and 2, 2013, at Upper Brandon Conference Center. He stated further information would be forthcoming.

LOCAL OFFICIAL DINNER

Chair Cuthbertson stated that the annual Local Officials dinner will be held on October 3, 2013. Each locality has been notified to save this date on their calendars and a formal invitation will be sent at a later date.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Ms. Anne Marie Lauranzon, Committee Chair, reported that the committee met and elected Dr. Karsten Konderding as vice chair of the committee. Also, the committee reviewed the Student Life Activities Report (Attachment C). Cara Luyster, Student Life Counselor, reviewed this report.

The Board requested that the Academic and Student Affairs Committee have staff provide the Board in the future with the percentage of students that participate in activities.

FINANCE, FACILITIES AND PLANNING COMMITTEE

Mr. Steve Baril, Committee Chair, reported that the committee met via email to review the college's Emergency Operation Plan (Summary, Attachment D). After discussion, the following motion was made:

Upon a motion by the committee and seconded, the Board approved the college's Emergency Operations Plan. The motion carried 14-0-0.

FINANCE, FACILITIES AND PLANNING COMMITTEE CON'T

Ms. Shirley Hopkins reviewed the FY2013 local financial reports, which were provided to the Board.

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

INFORMATION ITEMS FROM THE BOARD CHAIR

1. Next Board meeting - March 7, 2013,
2. VCCS Legislative Reception - February 6, 2013

EXECUTIVE SESSION

At 6:00 p.m. a motion was made and seconded in accordance with Section 2.23711(A)(1) of the Code of Virginia, that the College Board convene in closed session to discuss a personnel matter under the personnel exemption of the Virginia Freedom of Information Act. The motion carried 14-0-0.

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Mr. Jack A. Speer, Louisa County
Ms. Audrey Swann, Henrico County

At 6:20 p.m. a motion was made by Mr. Speer and seconded by Mr. Alexander that the College Board reconvene back into open session. The motion carried 14-0-0.

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PRESIDENT'S COMPENSATION PACKAGE APPROVAL

Upon a motion by Mr. Creery and seconded by Dr. Konerding, the College Board approved an increase in the President's compensation package comprised of an increase of \$15,000 in his housing allowance and the provision of an annual grant of \$500.00 for financial planning and tax services. In addition, the board approved recommending to the VCCS Chancellor, Dr. Glenn DuBois, that President Gary Rhodes be considered for a bonus of up to 5 percent during his annual performance evaluation by the Chancellor. The motion carried 14-0-0.

ADJOURNMENT

**A motion was made by Mr. Speer and seconded by Mr. Kilgore 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.

Gary L. Rhodes, Secretary

James Cuthbertson, Board Chair