

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

March 2, 2023

Minutes No. 404

The J. Sargeant Reynolds Community College Board convened at 4:07 p.m. on Thursday, March 2, 2023 at the Parham Road Campus.

Board Members Present:

Mr. Joshua Briere, City of Richmond
Dr. Barbara Brown, Powhatan County
Mr. Bo Bundrick, County of Louisa
Dr. Surya P. Dhakar, Henrico County
Dr. Brenda J. Drew, City of Richmond
Dr. Stephen A. Geyer, Goochland County
Mrs. Kathy Graziano, City of Richmond
Mr. Jeffrie L. Hedrick, Henrico County
Mr. Joshua Mathews-Ailsworth, City of Richmond
Mr. Owen M. Matthews, Hanover County
Mrs. Anne McDougall, Hanover County
Mrs. Monica L. Smith-Callahan, Henrico County
Mrs. Mary L. Studevart, Henrico County
Dr. Paula Pando, President

Board Members Absent:

CAPT Richard C. Rush, Henrico County
Mr. Shawn M. Nicholson, City of Richmond

Excused Early:

Dr. Stephen A. Geyer at 4:44 pm

Staff Present:

Ms. Amy Bradshaw
Ms. Ann Bushey
Ms. Elizabeth Creamer
Dr. Lori Dwyer
Ms. Bess Littlefield
Ms. Marianne McGhee
Mr. Jesse McMillan
Dr. Terricita Sass
Mr. John Smith

CALL TO ORDER

Chair Graziano called the meeting to order.

ROLL CALL

Dr. Paula Pando affirmed that a quorum was present.

PUBLIC COMMENT

No Comment.

BOARD CHAIR'S REPORT

Chair Graziano welcomed the board and provided a warm welcome to Mrs. Anne McDougall representing Hanover County to the College Board.

Chair Graziano also reminded College Board Members to contribute to the J. Sargeant Reynolds Educational Foundation. The board is currently at fifty percent for the year.

Chair Graziano and Vice Chair Mary Studevart presented Dr. Pando with a Resolution in honor of her most recent recognitions by the Richmond Times Dispatch and Richmond Raceway and the YWCA.

Chair Graziano also mentioned that in the Academic, Student Affairs and Workforce Committee meeting they discussed inviting a student to speak at each Board Meeting about their experience at Reynolds. The board was in favor of this request.

GOVERNANCE MODEL UNDER CONSTRUCTION

No Reports

MINUTES

Chair Graziano asked if there were any additions or corrections to the minutes of the October 11, 2022, November 3, 2022 and December 8, 2022 Board Meetings.

Upon a motion by Mr. Owen Matthews and seconded by Mrs. Mary Studevart the Board approved the minutes from the October 11, 2022, November 3, 2022 and December 8, 2022 Board Meetings. The motion carried 13-0-0.

PRESIDENT'S REPORT

President Paula Pando presented on the following:

- Welcome New College Board Member, Anne McDougall and new

- Director of Financial Aid, Jesse McMillan
- Meeting and Exceeding Enrollment Goals
 - Completion Goals
 - DREAM 2023
 - JSRCC Educational Foundation critical dollars for Workforce Development
 - AACC Annual Meeting
 - Pathways Promise Program
 - Alliance for Building Better Medicine
 - Downtown Campus Renovations
 - Parham Road Automotive Building
 - New Chancellor Dr. David Doré
 - Upcoming Events
 - Commencement – May 15, 2023

FEATURED PRESENTATION

No featured presentation.

VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Ms. Amy Bradshaw's report was posted to Boarddocs.

VICE PRESIDENT OF CCWA REPORT

No Report.

INTERIM VICE PRESIDENT OF ACADEMIC AFFAIRS AND CHIEF ACADEMIC OFFICER

No Report.

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Bess Littlefield's report was posted to Boarddocs.

VICE PRESIDENT OF ENROLLMENT MANAGEMENT AND STUDENT SUCCESS

No Report

ACADEMIC, STUDENT AFFAIRS AND WORKFORCE DEVELOPMENT COMMITTEE

Mr. Bo Bundrick reported the committee met prior to the board meeting asked for approval of the New Advisory Committee Members.

1. Approval of New Advisory Committee Members.

Mr. Bo Bundrick asked for a motion. Mr. Jeffrie Hedrick made a motion for board approval of the New Advisory Committee Members and Dr. Brenda Drew seconded the motion. The motion carried 13-0-0.

- 1. Approval of Discontinuance of Contemporary Design Specialization**
- 2. Approval of Discontinuance of Retail Management Specialization**

Mr. Bo Bundrick made a motion for board approval of the Discontinuance of Contemporary Design Specialization and approval of Discontinuance of Retail Management Specialization. Mr. Jeffrie Hedrick seconded the motion and the motion carried 13-0-0.

FINANCE & FACILITIES COMMITTEE

Mr. Owen Matthews reported the Finance and Facilities committee met on February 16, 2023 and provided an explanation for the required expenditure.

- 1. Approval to request \$40,000 to replace the two broken signs with two new digital signs at Goochland and Parham Road Campuses.**

Upon a motion by Mrs. Monica Smith-Callahan and seconded by Mr. Joshua Briere the board approved the request of \$40,000 to replace with two new digital signs at the Goochland and Parham Road Campuses and seconded the motion. The motion carried 13-0-0.

Mr. Matthews then provided an explanation on the local funds report. Mr. Matthews explained that the contract with Davenport expires effective May 24, 2024 and the college would no longer be using their services.

The college would be utilizing LGIP (Local Government Investment Pool) which is a savings tool for state agencies.

BOARD OPERATIONS & PLANNING COMMITTEE

No Report

CLOSED SESSION - PERSONNEL

At 5:04 pm Mrs. Studevart moved: "Madam Chair, in accordance with section 2.2-3711(a) (1) of the *Code of Virginia*, I move that the board convene in closed session to discuss "personnel matters" relating to Reynolds Community College". Mr. Owen Matthews seconded the motion.

Board Members Present:

Mr. Joshua Briere, City of Richmond
Dr. Barbara Brown, Powhatan County
Mr. Bo Bundrick, County of Louisa
Dr. Surya P. Dhakar, Henrico County
Dr. Brenda J. Drew, City of Richmond
Mrs. Kathy Graziano, City of Richmond
Mr. Jeffrie L. Hedrick, Henrico County
Mr. Joshua Mathews-Ailsworth, City of Richmond
Mr. Owen M. Matthews, Hanover County
Mrs. Anne McDougall, Hanover County
Mrs. Monica L. Smith-Callahan, Henrico County
Mrs. Mary L. Studevont, Henrico County

Board Members Absent:

Dr. Stephen A. Geyer, Goochland County
Mr. Shawn M. Nicholson, City of Richmond
CAPT Richard C. Rush, Henrico County

At 5:21 p.m. Mrs. Studevont moved: "The board of J. Sargeant Reynolds Community College has concluded its closed session and is hereby in open session. I will now take a roll call vote that will be included in the minutes certifying that to the best of each member's knowledge, only public business matters *lawfully exempted* from open meeting requirements under the Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the meeting by the College Board."

For the Roll Call please respond "Yes" or "No" if you agree that only "Personnel Matters" relating to Reynolds were discussed in closed session:

Board Members Present:

Mr. Joshua Briere, City of Richmond
Dr. Barbara Brown, Powhatan County
Mr. Bo Bundrick, County of Louisa
Dr. Surya P. Dhakar, Henrico County
Dr. Brenda J. Drew, City of Richmond
Mrs. Kathy Graziano, City of Richmond
Mr. Jeffrie L. Hedrick, Henrico County
Mr. Joshua Mathews-Ailsworth, City of Richmond
Mr. Owen M. Matthews, Hanover County
Mrs. Anne McDougall, Hanover County
Mrs. Monica L. Smith-Callahan, Henrico County
Mrs. Mary L. Studevont, Henrico County

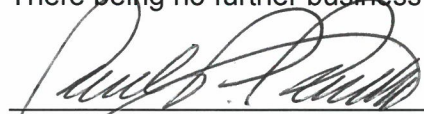
Board Members Absent:

Dr. Stephen A. Geyer, Goochland County
Mr. Shawn M. Nicholson, City of Richmond
CAPT Richard C. Rush, Henrico County

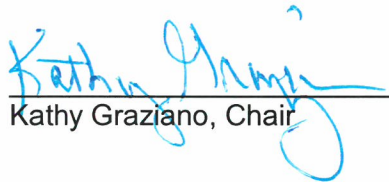
Mrs. Studevart reported: "Madam Chair, for the record, all present College Board Members confirm only personnel matters of Reynolds were discussed in Closed Session." All board members voted "Yes" confirming only Personnel Matters were discussed.

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 5:24 p.m.



Paula P. Pando, Secretary



Kathy Graziano, Chair