

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

**March 7, 2024  
Minutes No. 410**

The J. Sargeant Reynolds Community College Board convened at 4:04 p.m. on Thursday, March 7, 2024 at the Parham Road Campus.

**Board Members Present:**

Mr. Joshua Briere, City of Richmond arrived at 4:23 pm  
Dr. Barbara Brown, Powhatan County arrived at 4:19 pm  
Dr. Brenda J. Drew, City of Richmond 4:07 pm  
Dr. Rajendra Dubey, Henrico County  
Mrs. Allison M. Feinmel, Henrico County  
Dr. Stephen A. Geyer, Goochland County  
Mrs. Kathy Graziano, City of Richmond arrived 4:07 pm  
Mr. Jeffrie L. Hedrick, Henrico County arrived at 4:17 pm  
Mr. Joshua Mathews-Ailsworth, City of Richmond  
Mr. Owen M. Matthews, Hanover County arrived at 4:21 pm  
Mrs. Anne McDougall, Hanover County  
Mrs. Monica L. Smith-Callahan, Henrico County  
Mrs. Mary L. Studevaut, Henrico County  
Dr. Paula Pando, President

**Board Members Absent:**

Mr. Bo Bundrick, County of Louisa

**Staff Present:**

Ms. Amy Bradshaw  
Ms. Ann Bushey  
Dr. Tina Hart via Zoom  
Ms. Lindsay Robinson  
Mr. Brian Smith  
Mr. Sean Terrell  
Mrs. Andrea Niedhammer  
Mr. John Smith  
Ms. Cara Luyster  
Dr. Ramzi Ockaili

**CALL TO ORDER**

Mary Studevaut called the meeting to order.

### ROLL CALL

Chair Studevaut affirmed that a quorum was present.

### PUBLIC COMMENT

No Comment.

### BOARD CHAIR'S REPORT

Chair Studevaut reminded board members to follow Robert's Rules when making a Motion to assist in the Minute taking. Chair Studevaut thanked the board for their contributions to the Reynolds Educational Foundation. Currently we are at 90% with a goal of 100%.

Due to business travel by the College President the Thursday, May 2, 2024 College Board Meeting has been moved to Wednesday, May 8, 2024 at the Downtown Campus.

Chair Studevaut reminded Board Members the Graduation will take place on Tuesday, May 14, 2024 at 2:00 pm at the VCU Siegel Center.

### MINUTES

Chair Studevaut asked if there were any additions or corrections to the Minutes of the January 4, 2024 meeting.

**Upon a motion by Mrs. Kathy Graziano and seconded by Dr. Stephen Geyer the Board approved the Minutes from the January 4, 2024 meeting. The motion carried 9-0-0.**

### PRESIDENT'S REPORT

Dr. Pando welcomed the board this afternoon and presented on the following:

- Best start to the semester since she started her Presidency
- Momentum up 5.6% for spring enrollment
- Fall to Spring Retention + 4% over 2022
- Completion up 33% Fall 2022 to Fall 2023
- Student, Tamere Briley, DREAM Scholar 2024
- Professor Carrie Humphrey – SCHEV Outstanding Faculty Award
- PTK largest induction ceremony with 110 students
- Automotive Technology Center Grand Opening
- Culinary Career Day at The Kitchens at Reynolds
- Reynolds and City of Richmond Partnership Open House

- Featured Presentation
- Upcoming Events
- Thank you!

### FEATURED PRESENTATION

**Birds of a Feather Flock Together - A Reynolds Community College Interdisciplinary Approach to our DREAM Work** by Ms. Cara Luyster, Director of Strategy and Dr. Ramzi Ockaili, Anatomy & Physiology Program Head

Dr. Ramzi Ockaili presented on phase one and phase two of creating the DREAM Team and the Five Strategy Teams beginning back in July of 2022. Ms. Cara Luyster then presented on the final phase and how they made it happen. Ms. Luyster shared they had to integrate the plans into the Strategic Direction Refresh. The presentation concluded the keys of our success and the five major takeaways.

### VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Report posted to Boarddocs.

### VICE PRESIDENT OF CCWA REPORT

No Report.

### VICE PRESIDENT OF ACADEMIC AFFAIRS AND CHIEF ACADEMIC OFFICER

No Report.

### VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Report posted to Boarddocs.

### INTERIM VICE PRESIDENT OF ENROLLMENT MANAGEMENT AND STUDENT SUCCESS

Report posted to Boarddocs.

### VICE PRESIDENT OF ORGANIZATIONAL DEVELOPMENT AND HUMAN RESOURCES

Report posted to Boarddocs.

### ASSOCIATE VICE PRESIDENT OF RESEARCH, PLANNING AND GRANTS

Report posted to Boarddocs.

ACADEMIC, STUDENT AFFAIRS AND WORKFORCE DEVELOPMENT COMMITTEE

No Report

FINANCE & FACILITIES COMMITTEE

Informational Items posted to Boarddocs.

BOARD OPERATIONS & PLANNING COMMITTEE

No Report.

CLOSED SESSION - PERSONNEL

At 5:09 pm Mr. Owen Matthews moved to go into closed session. Mr. Owen Matthews stated: "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". Mrs. Monica Smith-Callahan seconded the motion.

Board Members Present:

Mr. Joshua Briere, City of Richmond  
Dr. Barbara Brown, Powhatan County  
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

Board Members Absent:

Mr. Bo Bundrick, County of Louisa

At 5:40 p.m. Mr. Matthews 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  
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. Studeviant, Henrico County

Board Members Absent:

Mr. Bo Bundrick, County of Louisa

Mr. Owens 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 12-0-0.**

There being no further business to come before the Board, the meeting adjourned at 5:42 p.m.

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Paula P. Pando, Secretary

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Mary Studeviant, Chair