

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

May 6, 2010

Minutes No. 329

The J. Sargeant Reynolds Community College Board met on Thursday, May 6, 2010, at the Parham Road Campus. Chair Maureen Moslow-Benway called the meeting to order at 4:10 p.m.

Board Members Present:

Benjamin L. Alexander, City of Richmond
James Bowles, Jr., Goochland County
Robert Comet, City of Richmond
Mark Creery, Hanover County
James Cuthbertson, Henrico County
Beverley Donati, Henrico County
Rondle E. Edwards, City of Richmond
J. Douglas Freeman, Henrico County
Gerald E. Kilgore, Henrico County
George Long, Henrico County
Maureen Moslow-Benway, Powhatan County
Jack A. Speer, Louisa County
Janelle Wilson, Hanover County
Harold L. Watkins, II, Richmond
Gary Rhodes, JSRCC College President

Board Members Absent:

William A. Rees, City of Richmond

Staff Present:

Joel Adler
John Ambrose
Skip Bottom
Amy Bradshaw
Diane Brasington
Judy Harris
Malcolm Holmes
Thomas Hollins
Derrick Jordan
Gene LeRosen
Bess Littlefield
Mac McGinty
Mark Probst
Nannette Smith

FACULTY SENATE REPORT

Mr. Skip Bottom, Senate President, stated that the Senate's report was provided with the agenda packet (Attachment A).

CLASSIFIED COUNCIL REPORT

Mr. Derrick Jordan, Classified Council President, stated that the Classified Council report was provided with the agenda packet (Attachment B).

PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Mr. Joel Adler, PAFS President, stated that there was no report at this time.

PRESIDENT'S REPORT

President Gary Rhodes highlighted some of the significant events in the life of the college this academic year: (1) most successful time in the history of the college with all-time high enrollments, (2) major construction projects, which brings challenges for space, (3) SACS accreditation, (4) completed a \$50 million campaign, and (5) currently in the process of raising half a million dollars for science labs. Also, Dr. Rhodes stated that serving as chair of the Greater Richmond Chamber has provided him a great opportunity to be engaged in the community. Dr. Rhodes also noted that he has started his yearly update visits to the local jurisdictions.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Gene LeRosen provided an update on the college's K-12 partnership initiative. A meeting with area assistant superintendents was held from the six school districts with math specialists. The group shared data on common students with reference to mathematics. As a result of the meeting, a consortium will be formed to come together next year to develop specific initiatives that can be addressed as a team.

Also, Dr. LeRosen stated Reynolds walked away with all three awards this year's VCCS New Horizons Conference, which is designed to celebrate innovative ways for teaching and learning excellence in the community college system.

INTERIM VICE PRESIDENT OF FINANCE & ADMINISTRATION

Ms. Amy Bradshaw shared the current status of the FY10 budget. She noted that she anticipates that the budget for the next fiscal year will be the same as FY10. The college will start building its FY11 budget once the preliminary model is received from the VCCS. Also, predictions are that the stimulus monies will be reduced in FY12.

CCWA REPORT

Mr. Mac McGinty stated the May monthly report was e-mailed to Board members. He also reported that year-end revenues are approximately \$250,000. CCWA is working on developing a program for the Department Human Resource Management and conducting training for DHRM. Mr. McGinty invited Board members to attend a June 9 forum being hosted by CCWA and the Federal Reserve Bank of Richmond on economic/workforce development.

INSTITUTIONAL ADVANCEMENT REPORT

Ms. Bess Littlefield, Vice President, provided information on a Case for Support for Downtown Campus Renovations. Ms. Littlefield stated that the Mary Morton Parsons and Cabell Foundations have challenged Reynolds to raise \$425,000 in matching funds by end of 2010. These funds will allow a complete renovation of the college's Downtown Campus science laboratories. This investment will accelerate the workforce development progress in creating a skilled pipeline of healthcare professionals and other high-demand careers in science and technology. To complete the project, the college seeks local support of \$1.5 million for renovations of the Downtown Campus Science Labs. The JSRCC Educational Foundation is undertaking a mini capital campaign to raise these funds. However, funding is contingent upon the college securing the matching contributions of \$425,000 from the community by year-end. Post-completion operating costs will be assumed by the college's operating budget.

Also, Ms. Littlefield requested Board members' participation in presenting Board scholarships at the area high schools. Information will be forthcoming with a schedule for members to sign up.

MINUTES

Chair Moslow-Benway stated that the minutes of the March 4, 2010, meeting of the Board were mailed to members and asked if there were any additions or corrections to these minutes.

Upon a motion by Dr. Wilson and seconded by Mr. Comet, the minutes of the March 4, 2010, meeting were approved. The motion carried 14-0-0.

ADVOCACY COMMITTEE

Mr. Comet stated there was no report at this time. He also mentioned that there is some thought that the committee may need to be re-defined. It was recommended that this should be a discussion item for the Board retreat.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Dr. James Bowles stated that the committee met and considered the following:

1. New Program – Sleep Technology for Polysomnographers Career Studies Certificate

This career studies certificate was developed by faculty in the School of Nursing and Allied Health to address a critical need for additional trained sleep technologists in our regions workforce. The proposed program will prepare individuals to work as sleep technologists (polysomnographers) who, in conjunction with a physician, perform and interpret sleep studies. Polysomnography is considered a sub specialty of respiratory therapy. JSRCC is in a strong position to offer this new program, as the college currently offers an effective Respiratory Therapy AAS degree program, serving approximately 130 students.

JSRCC's Curriculum Committee recommended approval of the proposed new program at its meeting held February 22, 2010, and the President's Executive Cabinet approved the new program on March 23, 2010.

Recommendation: That the proposed new Sleep Technology for Polysomnographers Career Studies Certificate be approved by the J. Sargeant Reynolds Community College Board with an initiation date of Fall 2010.

Upon a motion by the committee and seconded by Dr. Edwards, the Board approved the recommendation of a new career studies certificate program in Sleep Technology for Polysomnographers. The motion carried 14-0-0.

2. Advisory Committee Appointment—The Academic and Student Affairs Committee received a recommendation for the appointment of Nancy Thomas, CEO/President of Retail Merchants, to the college's Retail Management Advisory Committee..

Upon a motion by the committee and seconded by Ms. Donati, the Board approved the recommendation of Nancy Thomas to the Retail Management Advisory Committee. The motion carried 14-0-0.

FINANCE, FACILITIES AND PLANNING COMMITTEE

Mr. James Cuthbertson stated that that the local funds' reports were provided with the agenda packet.

1. Request for Approval of Tuition Differential— In May 2005, the State Board for Community Colleges approved a Differential Tuition Policy, described at Section 4.3.0(b) of the VCCS Policy Manual. In May 2009, the State Board for Community Colleges modified the Tuition Differential Policy. In 2009 J. Sargeant Reynolds Community College (JSRCC) proposed a strategy of increasing tuition for its students by \$1.10 per credit hour beginning fall term 2009.

Accordingly, with the State Board's approval, tuition was increased effective Fall Semester 2009 by \$1.10 per credit hour.

In order to meet JSRCC's strategic goal of improving student success in the Richmond area, it requires an investment in student service resources that include direct academic support to students. It is proposed that a differential increase of \$1.00 per credit hour be implemented for in-state and out-of-state students beginning with the fall term 2010. Under this plan it is estimated that with a projected 3.0 percent enrollment increase in 2010 - 2011, JSRCC will collect an additional \$226,600 from the tuition differential. Should the college be funded above the Base Budget Adequacy guidelines, the contribution amount is equivalent to 30 percent of the differential funds.

Upon a motion by the committee and seconded by Ms. Donati, the Board approved a \$1.00 annual increase per credit hour in tuition differential effective Fall Semester 2010. The motion carried 14-0-0.

2. **Request to Increase College Support for Bookstore Renovations**—The college is requesting a transfer of \$26,652 from vending funds to reimburse Barnes and Noble for one-half of their capital contractual agreement in excess of \$50,000 for the move and renovation of the Downtown Campus bookstore.

Upon a motion by the committee and seconded by Mr. Kilgore, the Board approved the request to transfer \$26,652 from vending funds to reimburse Barnes and Noble as requested. The motion carried 14-0-0.

3. The Finance Committee reported to the Board that some of the localities have not met their full obligations for the year

INFORMATIONAL ITEMS

1. Next Board meeting is June 3, 2010
2. May 13—College's Recognition and Awards Event 4:00 p.m., PRC
3. May 15—Graduation, 10:00 a.m., at VCU's Siegel Center.

EXECUTIVE SESSION

At 5:45 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 the president's evaluation, under the personnel exemption of the Virginia Freedom of Information Act. The motion carried 14-0-0.

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Gerald E. Kilgore, Henrico County
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Jack A. Speer, Louisa County
Janelle Wilson, Hanover County
Harold L. Watkins, II, Richmond

At 6:15 p.m. a motion was made and seconded that the College Board reconvenes back into open session. It is also noted that a policy with reference to the president's housing allowance was discussed. The motion carried 12-0-0.

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Harold L. Watkins, II, Richmond

PRESIDENT'S EVALUATION

Upon a motion by Mrs. Donati and seconded by Mr. Kilgore, the Board approved President Rhodes' evaluation. The motion carried 12-0-0.

PRESIDENT'S HOUSING ALLOWANCE POLICY

Upon a motion by Mr. Kilgore and seconded by Mr. Freeman, the Board approved to adopt a President's Housing Allowance Policy (Attachment C). The motion carried 12-0-0.

ADJOURNMENT

There being no further business, Chair Moslow-Benway adjourned the meeting at 6:30 p.m.

Gary L. Rhodes, Secretary

Maureen Moslow-Benway, Chair