

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

May 31, 2001

Minutes No. 288

The J. Sargeant Reynolds Community College Board met on Thursday, May 31, 2001, at the Western Campus, Goochland, Virginia. Mr. Snyder, Chair, called the meeting to order at 12:25 p.m.

Present were:

James E. Copp - Hanover County
J. Douglas Freeman - Henrico County
A. G. Johnson - Louisa County
Lerla G. Joseph – City of Richmond
Connie Moslow, Powhatan County
Lawrence Nuckols - Goochland County
H. B. Snyder, Jr. - Henrico County
Edward F. Steiner – Henrico County
Roy West – City of Richmond
C. Eugene White - Hanover County
Dale Wiley – City of Richmond

Absent were:

Warner E. Braxton, Sr. – Henrico County
J. Scott Chapman – Henrico County

Staff Present:

Buddy Bishop
Diane Brasington
S. A. Burnette
Joanna Hanks
Judy Harris
Perry Hicks
Naomi Lawhorn
Sam Mills
F. W. Taylor
Leroy Williams
Fred Williamson

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MINUTES

Mr. Snyder stated that the minutes of the April 5, 2001, meeting of the Board were mailed to the members and asked if there were any additions or corrections to these minutes.

Upon a motion by Mr. Freeman and seconded by Mrs. Moslow, the minutes of the April 5, 2001, meeting of the Board was approved as mailed. The motion carried 11-0-0.

LOCAL FUNDS STATEMENT

Mr. Taylor reviewed the Local Funds Accounts for the period ending March 31, 2001 (Attachment A).

COLLEGE REPORT

Dr. Hanks distributed a report on current college activities and briefly highlighted items in the report.

Dr. Lawhorn introduced two faculty members from the automotive technology program, Perry Hicks and Leroy Williams. Mr. Hicks and Mr. Williams gave an overview on their respective programs.

CLASSIFIED COUNCIL REPORT

Mr. Bishop reported that the council has set goals for the next year, which will tie into the college's Strategic Plan. These goals will focus on college morale among the classified staff and college service. Also, a mission statement will be developed.

NOMINATIONS OF SLATE OF OFFICERS FOR 2001-2002

Mr. Wiley presented the following slate of officers for 2001-2002:

Jim Copp, Chair
Conie Moslow, Vice Chair
S. A. Burnette, Secretary

The Executive Committee recommended for approval and seconded the slate of officers for 2001-2002 as presented. There being no objection, the slate was approved as presented. The motion carried 11-0-0.

STRATEGIC PLAN APPROVAL

Mr. Snyder stated the approval of the college's Strategic Plan was tabled from the last meeting. He said that the requested Foreword for the plan was mailed to each Board member for review and consideration. Mr. Snyder asked for comments. There being none, the following motion was made:

Upon a motion by Mr. Copp and seconded by Mr. Freeman, the Strategic Plan was approved as presented and to include the Foreword. The motion carried 11-0-0.

WESTERN CAMPUS EASEMENT UPDATE

Mr. Snyder stated that the college has worked with Virginia Power to provide the necessary easement on the Western Campus in order to run power lines to a new subdivision that borders the campus and recommends that the Board approve the easement. After discussion by the Board, the following motion was made:

Upon a motion by Mr. Copp and seconded by Mr. Nuckols, the Board approved granting the easement. The motion carried 11-0-0.

BOARD PLANNING RETREAT

Mrs. Moslow brought the Board up-to-date on the committee's work on the planning retreat. The proposed date for the retreat is September 28-29, 2001, in Williamsburg, Virginia. Board members were requested to let the committee know of their availability to attend.

DOWNTOWN CAMPUS PARKING DECK

Dr. Burnette stated that after meeting with the City of Richmond with reference to the fueling station, the City has determined that it will not discontinue use of the station. Dr. Burnette recommended that the college proceed with the development of the parking deck on existing college property, discontinue working with BioTech, pursue closing the alley for use of staging area for project, and continue efforts to get the fueling station property.

After discussion by the Board, the following motion was made:

Upon a motion by Mr. Johnson and seconded by Mr. Nuckols, the Board recommended that Dr. Burnette proceed with the building of the parking deck on the Downtown Campus, write a letter to the City of Richmond expressing disappointment in their action and to remind them of the past good-faith agreement, and send a copy the letter to Bob Skunda at BioTech. The motion carried 11-0-0.

CURRICULUM ADVISORY COMMITTEE APPOINTMENTS

A motion was made by Dr. West and seconded by Dr. Joseph, to approve Glen Grossman's appointment to the Information Systems Technology Program's Advisory Committee. The motion carried 11-0-0.

FINANCE COMMITTEE REPORT

Mr. Copp presented the following requests for approval by the Board:

- 1. The Finance Committee recommends and moves that the 2001-2002 Student Government Association Budget request be approved as presented. The motion carried 11-0-0.**
- 2. The Finance Committee recommends and moves that the 2001-2002 Vending Budget request be approved as presented. The motion carried 11-0-0.**
- 3. The Finance Committee recommends and moves that the 2001-2002 Auxiliary Service Fee Budget request be approved as presented. The motion carried 11-0-0.**

Other Funding Requests

Mr. Copp presented the following requests for consideration by the Board:

1. Parham Road Campus Bookstore Construction Closeout—An additional \$4,430 is needed to closeout this project. There were issues of water hookups and AE fees. There is money available in the construction fund to cover this cost.

Mr. Copp stated that the Finance Committee recommends and moves that these funds be approved. The motion carried 11-0-0.

2. College Board Retreat—\$10,000 has been requested from Vending Reserves Fund to pay for the costs related to the Board's planning retreat in September.

Mr. Copp stated that the Finance Committee recommends up to \$10,000 from Vending Reserves to pay for the costs related to the Board's planning retreat. The motion carried 11-0-0.

3. Scholarship Luncheon--\$2,500 has been requested from Vending Reserve to help fund the scholarship luncheon, which brings recipients and donors together.

Mr. Copp stated that the Finance Committee recommends the \$2,500 requested to fund the scholarship luncheon. The motion carried 11-0-0.

INSTRUCTIONAL PROGRAMS COMMITTEE REPORT

Mr. White presented a request for discontinuance of the Civil Engineering Technology Certificate Program. After discussion, the following motion was made:

The Instructional Programs Committee recommends and moves that the Board approve the discontinuance of the Civil Engineering Technology Certificate Program. The motion carried 11-0-0.

LEGISLATIVE BRIEFING

Dr. Burnette stated that it appears no action will be taken on the budget this summer. Concerns are long term and that the college is getting ready to go into the current budget cycle and that budgetary decisions need to be decided. Dr. Burnette requested guidance from Board members.

Upon a motion by Mr. Copp and seconded Mr. Wiley, the Board confirmed their commitment to provide guidance to the college as it develops its budget to conform to budgetary constraints given by the State. The motion carried 11-0-0.

MISCELLANEOUS

1. Mr. Nuckols expressed his concern about students not being present at scholarship awards ceremonies. The Board recommended that the scholarship not be given unless the recipient is present at the awards ceremony.
2. Mr. Copp recognized Mr. Snyder for his many contributions to the college and Board during his tenure as chair of the College Board.

ADJOURNMENT

There being no further business, Mr. Snyder adjourned the meeting at 2:30 p.m.

S. A. Burnette, Secretary

H. B. Snyder, Jr., Chair

