

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

**June 3, 1999**

**Minutes No. 276**

The J. Sargeant Reynolds Community College Board met on Thursday, June 3, 1999, at the Central Administration Building, 1701 East Parham Road. Mr. Snyder, Vice Chair, called the meeting to order at 12:15 p.m.

Present were:

J. Scott Chapman – Henrico County  
J. Douglas Freeman - Henrico County  
A. G. Johnson - Louisa County  
Connie Moslow, Powhatan County  
Michael Parrish - Goochland County  
Kenneth M. Perry - City of Richmond  
LaVerne Byrd Smith - City of Richmond  
H. B. Snyder, Jr. - Henrico County  
C. Eugene White - Hanover County  
Dale Wiley – City of Richmond

Absent were:

Warner E. Braxton, Sr. – Henrico County  
James E. Copp - Hanover County  
L. H. Ginn, III - City of Richmond  
Lerla G. Joseph – City of Richmond  
Harlan F. Seymour - Henrico County

Staff Present:

Diane Brasington  
S. A. Burnette  
Judy Harris  
Tom Overby  
Ann Sullivan  
Connie Warne

Guests Present

Debbie Hart-Bolley  
Eric Hibbison  
Lawrence Nuckols  
Carol Singh

### MINUTES

Mr. Snyder stated that the minutes of the April 1, 1999, meeting of the Board were mailed to the members and asked if there were any additions or corrections to these minutes. It was noted under the Finance Committee report that the recommended dollar figure for a feasibility study of a parking deck on the Downtown Campus should be \$6,400 (not \$64,000).

**Upon a motion by Mr. Johnson and seconded by Mr. Wiley, the minutes of the April 1, 1999, meeting of the Board were approved as corrected. The motion carried 10-0-0.**

### FACULTY SENATE REPORT

Ms. Sullivan reported that the Faculty Senate had elected officers for 1999-2000: President, Ann Sullivan, DTC; Vice President, Gay Olsen, DTC; Vice President, Tom Varner, PRC; and Secretary, Sally Barrett, DTC. Also, Ms. Sullivan stated that the Senate was working on developing a constitution and bylaws.

### REPORT OF THE CAMPUSES

The Combined Campus Report was distributed and reviewed by Dr. Overby (Attachment A).

### ECONOMIC DEVELOPMENT AND EXTENDED STUDIES REPORT

Dr. Hanks distributed and reviewed the Economic Development & Extended Studies report (Attachment B).

### DEVELOPMENT AND PUBLIC RELATIONS REPORT

Ms. Brasington brought the Board up-to-date on the following public relations activities of the college: (1) Fall 1999 class schedule is completed and ready for distribution; (2) working on ground breaking ceremony for the Western Campus, which will be held in July

### LOCAL FUNDS STATEMENT

Ms. Warne reviewed the Local Funds Accounts for the period ending April 30, 1999 (Attachment C).

## BOARD COMMITTEE REPORTS

**Finance Committee**—Mr. Parish presented the following recommendations to the Board for consideration and approval: (1) 1999-2000 Vending Budget (Attachment D); (2) 1999-2000 SGA Budget request (Attachment E); (3) 1999-2000 Auxiliary Service Fee Budget (Attachment F). After review of each by the Board, the following motions were made:

**The committee recommends and so moves that the Board approve the 1999-2000 Vending Budget as presented. The motion was seconded by Mr. Chapman and approved by the Board. The motion was carried 10-0-0.**

**The committee recommends and so moves that the Board approve the 1999-2000 SGA Budget request as presented. The motion was seconded by Mr. Johnson and approved by the Board. The motion carried 10-0-0.**

**The committee recommends and so moves that the Board approve the 1999-2000 Auxiliary Service Fee Budget as presented. The motion was seconded by Mrs. Moslow and approved by the Board. The motion was carried 10-0-0.**

Also, Dr. Burnette presented a proposal received from the Greater Richmond Partnership and Greater Richmond Chamber of Commerce for a new five-year economic development initiative. A funding campaign has been launched to raise \$7.8 million from Richmond businesses and foundations to match the public sectors \$7.3 million five-year pledge of support. The program will focus its efforts in marketing and recruiting, educating and training, retaining and expanding exiting business/industry, serving the needs of small businesses, and planning for future community initiatives.

**The committee recommends and so moves that the Board approve vending reserve request of \$25,000 (\$5,000 a year for five years) to support the Greater Richmond Partnership and Greater Richmond Chamber of Commerce's new five-year economic development initiative. The motion was seconded by Mr. Freeman and approved by the Board. The motion carried 10-0-0.**

**Facilities Committee**—Mr. Perry reviewed the May 20, 1999, minutes of the committee (Attachment G).

Mr. Perry reviewed a proposal for the college to commit to and begin an expansion of its strategic planning process, an expansion led by an external facilitator, which outlines the vision and plan for the college over the next three to five years. This report will form the basis for the college's plans and the foundation's future fund-raising, including any special campaigns.

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**Therefore, the Facilities Committee recommends that the College Board commit to assisting the college with expanding its strategic planning process by funding an external facilitator to work with the College and Foundation Boards and staff. And that Dr. Burnette obtains a cost estimate by September 1999. The motion was seconded by Mr. Parrish and approved by the Board. The motion carried 10-0-0.**

NOMINATING COMMITTEE REPORT

Mr. Perry, Chair of the Nominating Committee, presented the following slate of officers for 1999-2000: Chair, Harold B. Snyder, Jr.; Vice Chair, James E. Copp; Secretary, S. A. Burnette.

**Mr. Perry asked for nominations from the floor. There being none, the slate was seconded by Mr. Wiley, and approved by the Board. The motion carried 10-0-0.**

ADJOURNMENT

There being no further business, Mr. Snyder adjourned the meeting at 1:12 p.m.

S. A. Burnette, Secretary

Harold B. Snyder, Jr., Vice Chair