

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

September 7, 2006

Minutes No. 307

The J. Sargeant Reynolds Community College Board met on Thursday, September 7, 2006, at the Downtown Campus. Mr. Creery, Chair, called the meeting to order at 4:10 p.m.

Board Members Present:

Don Blake, Henrico County
James Bowles, Jr., Goochland County
Robert Comet, City of Richmond
Mark Creery, Hanover County
Beverley Donati, Henrico County
Gerald E. Kilgore, Henrico County
George Long, Henrico County
Maureen Moslow-Bentway, Powhatan County
Edward F. Steiner, Henrico County
Roy West, City of Richmond
Gary Rhodes, JSRCC College President

Board Members Absent:

Doris McCray, Louisa County
Shawn Peterson, Hanover County
Harold Leroy Watkins, II, Richmond

Staff Present:

Pat Bozeman
Diane Brasington
Timothy Brown
Cynthia DeRiemer
Barbara Grano
Judy Harris
Thomas Hollins
Malcolm Holmes
Genene LeRosen
Bess Littlefield
Nannette Smith

INTRODUCTIONS

Chair Creery recognized and welcomed to the Board new member Maureen Moslow-Bentway, who is representing Powhatan County.

Also, President Rhodes recognized the college's Student Ambassadors: Mea Molnar, William Uzcategui, Martha Michael, Tara Clark, Edwin Ratcliff, and Blanka Mazakova.

FACULTY SENATE REPORT

Dr. DeRiemer briefly reviewed the Faculty Senate's report (Attachment A). She also noted that their first meeting of the year was held September 6, 2006.

CLASSIFIED COUNCIL REPORT

No report.

PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Ms. Bozeman briefly reviewed the Professional & Administrative Faculty Senate's report (Attachment B).

PRESIDENT'S REPORT

President Rhodes briefly reviewed his report (Attachment C). Also, Dr. Rhodes announced that one of the first recipients of the Virginia Tech's Lifeline Scholarship is Anthony Fleming, a Summer 2006 Associate in Science graduate from J. Sargeant Reynolds Community College. Dr. Rhodes also informed the Board that enrollments were up by approximately 4 percent at this time.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. LeRosen asked that Ms. Brasington review the report mailed to the Board that dealt with goal 5.1--Support the quality of teaching and learning at the college (Attachment D).

VICE PRESIDENT OF CCWA REPORT

A report was mailed to members with the agenda packet (Attachment E).

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Littlefield briefly reviewed her report (Attachment F).

MINUTES

Mr. Creery stated that the minutes of the June 9, 2006, 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. Kilgore and second by Mr. Blake, the minutes of the June 9, 2006, meeting of the Board were approved. The motion carried 10-0-0.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Dr. West reported that the committee met to consider the following recommendations:

1. Dental Assisting Career Studies Certificate—Dr. West stated that there is an increasing need for qualified dental assistants in the Commonwealth of Virginia. The proposed career studies certificate will provide another avenue for recruiting and training students to help meet the needs of the dental community in Richmond and surrounding areas. The program will be available for all students interested in a career as a dental assistant. The program will also be provided initially to students who are dual enrolled in Richmond City Schools at the Richmond Technical center and other secondary school systems in the service area who are interested in providing dental training to their students for dual credit.

After discussion, the following motion was made:

Upon a motion by the committee and second by Mr. Steiner, the Board approved the Dental Assisting Career Students Certificate program. The motion carried 10-0-0.

2. Advisory Committee Appointments—Recommendations for appointments to the following advisory committees (Attachment F) were made: (1.) School of Culinary Arts, Tourism, and Hospitality; (2.) School of Business—AST; (3.) School of Engineering & Mechanical Technologies; (4.) Architectural/Civil/CAD; (5.) Respiratory Therapy.

After discussion, the following motion was made:

Upon a motion by the committee and second by Mr. Comet, the Board approved the appointments to the advisory committees as recommended above. The motion carried 10-0-0.

Advisory Committee Appointments con't

Also, Dr. West noted that a copy of an annual report on advisory committees was distributed to each member for their review (Attachment G).

FINANCE, FACILITIES AND PLANNING COMMITTEE

1. Analysis of Local Funds Accounts and Investment Report—Mr. Kilgore noted members received report with their agenda and asked that Mr. Brown review the report (Attachment H).

Also, Mr. Brown noted the college has signed an agreement with Bio-Tech Park to lease two levels of the parking deck they are currently building, which is located one block from the college. It is hoped these spaces will be available this summer. The leasing of these spaces will help alleviate parking problems that are currently being faced by the Downtown Campus.

2. Request for \$220,000 for Fire Hydrant for Library & Technology Center Fire—Mr. Brown stated that in order to keep the building of the Library and Technology Center on scheduled, a request was made to the Executive Committee of the Board for a change order to the plans that required an additional fire hydrant and water line. The committee approved authorization for this expenditure of \$200,000 for the Parham Road Campus Library and Technology Center. The fund sources are unrestricted local construction funds and unrestricted local funds.

Also, Mr. Brown noted that the college has just been informed that an additional \$300,000 has been transferred from the VCCS to cover costs related to change orders for unforeseen conditions that have been encountered for Phase IV construction.

3. Funding Request Close-out of Campus Based Student Loan Programs—Mr. Brown stated that the college requests approval to spend \$5,581 in local vending funds to pay off and close out two very old campus based loan programs (Nursing Student Loan Program and Perkins Student Loan Program). Both loan programs have been inactive for new loans form ore than 290 years. Federal reports have been prepared recently to enable the closure of the programs.

After discussion, the following motion was made:

Upon a motion by Mrs. Donati and second by Mr. Kilgore, the Board approved the request of \$5,850.00 from local funds. The motion carried 10-0-0.

4. Mr. Brown informed the Board that two localities (Louisa County and City of Richmond) have not paid in full their requested contributions for 2005-2006. He noted that Louisa County had not made the fourth payment of their requested obligation and the City of Richmond had not paid the capital contribution. He said that several contacts had been made to each locality with no response.

After discussion, the Board agreed to have members work with Mr. Brown to meet with officials from the City to discuss this. Also, it was recommended that Mr. Brown contact Board member, Doris McCray, and work with her to contact the manager from Louisa County.

ADVOCACY COMMITTEE

1. 2006-2007 Planning—Mr. Comet distributed a copy of an article on *Why Should You Advocated for Your Community College?* Also, he distributed a copy of the committee's Action Plan for 2006-2007.

2. Local Officials' Dinner, November 2, 2006—Mr. Comet reminded everyone to make every effort to attend this function, which will be hosted on the Downtown Campus beginning at 5:30 p.m.

COLLEGE BOARD INFORMATION ITEMS

1. City of Richmond Board Positions—Chair Creery stated that he and Dr. Rhodes met with prospective representatives and understand that City Council will be meeting shortly to make recommendations for two representatives to the Board.

2. New Member Orientation—Chair Creery stated he has asked Don Blake to lead the effort to schedule an orientation for new Board members.

3. Policy Governance Task Group—Chair Creery stated that he will appoint a task group to look at whether the Board should develop a policy by governance. He asked anyone interested in joining the task force to contact him within the next week.

CLOSE SESSION

At 5:55 p.m. the Chair asked for a motion to close the meeting based on specific exception to the Freedom of Information Act to discuss a personnel issue.

Upon a motion by Mr. Steiner and seconded, it was moved that in accordance with Section 2.1-344(A)(1) of the Code of Virginia, Mr. Steiner moved that the College Board convene in closed session to discuss unspecified personnel matters under the personnel exemption of the Virginia Freedom of Information Act. Also, it was requested that the following staff members remain: President Rhodes, Doctors Smith and LeRosen, Mr. Brown, Mr. Holmes, and Ms. Grano. The motion carried 10-0-0.

Following closed session, a motion made and seconded the following roll call
At 6:11 p.m. the Chair asked for a motion to convene back into regular session.

Upon a motion and seconded, it was moved that the Board convene back into open session and certified that the topics identified in the motion to go into closed session were the only issues discussed. The motion carried 10-0-0.

The chair reported that no action was taken.

ADJOURNMENT

There being no further business, Chair Creery adjourned the meeting at 6:15 p.m.

Gary L. Rhodes, Secretary

Mark A. Creery, Sr., Chair