

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

March 3, 2005

Minutes No. 300

The J. Sargeant Reynolds Community College Board met on Thursday, March 3, 2005, at the Downtown Campus. Mr. Steiner, Chair, called the meeting to order at 4:10 p.m.

Board Members Present:

Don Blake, Henrico County
J. Scott Chapman, Henrico County
Robert Comet, City of Richmond
Mark Creery, Hanover County
George Long, Henrico County
Connie Moslow, Powhatan County
Shawn Peterson, Hanover County
Edward F. Steiner, Henrico County
Harold Watkins, City of Richmond
Roy West, City of Richmond
Gary Rhodes, JSRCC College President

Board Members Absent:

Beverley Donati, Henrico County
Lerla G. Joseph, City of Richmond
Lawrence Nuckols, Goochland County
Doris McCray, Louisa County

Staff Present:

John Ambrose
Jackie Bourque
Diane Brasington
Timothy Brown
Thomas Hollins
Ron Laux
Genene LeRosen
Bess Littlefield
Ann Sullivan

Mr. Steiner introduced Mr. Chuck Caputo, who is a Northern Virginia Community College Board Member and also on the Board of Directors for ACCT. Mr. Caputo thanked everyone for their hospitality, and stated that he was delighted to be here.

Also, Mr. Steiner recognized Dr. Gayle Childers, Professor of Mathematics, who was the recipient of the 2005 Virginia Outstanding Faculty Award. He stated that Dr. Childers was invited to the meeting but was unable to attend due to a prior engagement.

MINUTES

Mr. Steiner stated that the minutes of the January 13, 2005, 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. Comet and second by Mr. Blake, the minutes of the January 13, 2005, meeting of the Board were approved. The motion carried 10-0-0.

COLLEGE BOARD RETREAT

Mr. Peterson reviewed with the Board plans for the Board retreat. He asked members if they would be able to attend on April 15 and 16, 2005. Several members stated that they were unable to attend. Mr. Steiner asked Mr. Peterson to contact members and to determine a new date for the retreat. Mr. Steiner also asked Mr. Peterson to set the agenda for the retreat.

PRESIDENT'S EVALUATION

Mr. Creery stated that one of the jobs of the Board is to evaluate the president and provide a report to Chancellor DuBois. The purpose of the evaluation is to review the success of the president. The Executive Committee will schedule meetings with the various constituency groups to seek their input on the president's performance based on his goals/objectives. Once this is completed, the findings of the committee will be presented to the Board at the May meeting and then forwarded to the Chancellor DuBois.

Dr. Ann Sullivan inquired as to when this process will begin. Mr. Steiner said a date had not been set but that the constituency groups will be notified soon. Dr. Thomas Hollins' office will work on student representation for the evaluation process.

DISCUSSION ITEMS

1. Dr. West stated that President Bush was proposing to cut \$1 billion dollars for community college workforce development. Dr. West said that more research needs to be done concerning this matter. Mr. Steiner asked if Dr. Rhodes or Mr. Laux would follow up on this matter. Dr. Rhodes stated he will contact the Chancellor's office about this matter.
2. Mr. Steiner shared with the College Board that the Foundation's annual fund raising campaign drive ends in June and encouraged those that had not yet made a contribution to do so.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Dr. Bourque distributed information on the following requests for discontinuances:

1. Four Related Career Studies Certificates in the School of Health Sciences:
 - Critical Care Nursing,
 - Emergency Nursing,
 - Perioperative Nursing
 - Medication Administration
2. Carpentry Supervision Career Studies Certificate
3. Four Heavy Equipment Operator Career Studies Certificates
4. Two Related Programs in the School of Engineering, Agriculture and Manufacturing Technologies:
 - Electronics and Manufacturing Technology Fundamentals Career Studies Certificate
 - Microchip Fabrication Technology AAS Degree
5. Transportation Technology Career Studies Certificate
6. Wholesale Distribution Career Studies Certificate

Dr. West stated that the committee met to review these recommended discontinuances and noted that there are no enrollments in these programs. Mr. Steiner asked Mr. Laux if discontinuing the Transportation Technology program would affect him or would there be any conflicts. Mr. Laux stated that it would not. After review and discussion, the following motion was made:

Upon recommendation of the committee and second by Mrs. Moslow, the Board approved the request for the discontinuances of the above programs. The motion carried 10-0-0

FINANCE, FACILITIES AND PLANNING COMMITTEE

Mr. Long asked that Mr. Brown present the following budget requests.

1. Request for approval to spend \$140,000 from the vending reserve account to pay for the renovations of the cafeteria at the Parham Road Campus. After discussion, the following motion was made:

Upon recommendation by the Finance, Facilities, and Planning Committee and second by Mr. Blake, the Board approved this request. The motion carried 10-0-0.

2. JSRCC is requesting approval from the College Board, and subsequently from the State Board, for laboratory fees in two high cost programs: Hotel/Restaurant/Institutional Management (HRI) and Photography (PHT). The specific requests are:

HRI 205 Fundamentals of Wine	\$100.00
HRI 145 Garde Manger	\$140.00
HRI 218 Fruit, Vegetable, and Starch Prep	\$180.00
HRI 128 Principles of Baking	\$215.00
HRI 207 American Regional Cuisine	\$165.00
HRI 206 International Cuisine	\$165.00
HRI 219 Soup, Stock, and Sauces	\$115.00
HRI 220 Meat, Seafood, and Poultry	\$170.00
PHT 101 Photography I	\$ 80.00
PHT 102 Photography II	\$ 80.00
PHT 211 Color Photography I	\$ 80.00
PHT 212 Color Photography II	\$ 80.00

Upon recommendation by the Finance, Facilities and Planning Committee, the Board approved this request. The motion carried 10-0-0.

3. Request approval to increase parking fees from \$3.50 to \$4.25 per credit hour beginning Fall 2005 and to \$5.00 per credit hour beginning Fall 2006. After discussion, the following motion was made:

Upon recommendation by the Finance, Facilities and Planning Committee and second by Mr. Blake, the Board approved this request. The motion carried 10-0-0.

4. Request approval to increase student activity fees from \$.40 per credit hour to \$.90 per credit hour beginning Fall 2005 and to \$1.40 per credit hour beginning Fall 2006. After discussion, the following motion was made:

Upon recommendation by the Finance, Facilities and Planning Committee and second by Mr. Creery, the Board approved this request. The motion carried 9-1-0.

Mr. Brown also reported that the Downtown Campus parking deck project is open, and work continues on the connector road between the Parham Road Campus and CAB. He also stated that the college is looking at alternatives for re-skinning Building B on the Parham Road Campus. Also, a major sign initiative is starting at the Parham Road Campus, as well as several projects for providing better lighting.

ADVOCACY COMMITTEE

Mrs. Moslow provided a report of this committee's meeting in February. She complimented Board members for arranging meetings with Richmond officials. She also shared that a reception for local officials and alumni board members will be scheduled in May in the Gallery on the Parham Road Campus

PRESIDENT'S REPORT

In reviewing his report, Dr. Rhodes shared he would be meeting with Mayor Douglas Wilder on Friday, March 4. Also, he noted that he and Dr. Marshall Smith, President of John Tyler Community College, are developing a position for an Assistant to the Presidents for Governmental Affairs.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. LeRosen asked Mrs. Brasington to provide the Board with an overview of the accreditation process and the concept of institutional effectiveness.

FACULTY SENATE REPORT

Dr. Sullivan reviewed the Senate's report.

CLASSIFIED COUNCIL REPORT

No report was given.

PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Dr. Bourque reported that the Professional & Administrative Faculty Senate has not met since January. They have been working individually on reviewing policies.

VICE PRESIDENT OF CCWA REPORT

Mr. Laux distributed and reviewed the CCWA's report.

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Littlefield briefly reviewed the major gift campaign. She noted that the feasible study report came back as being very positive. She also stated that the major gifts campaign is not about carrying out the college's mission but the college's vision.

ADJOURNMENT

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

Gary L. Rhodes, Secretary

Edward F. Steiner, Chair