

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

June 2, 2005

Minutes No. 301

The J. Sargeant Reynolds Community College Board met on Thursday, June 2, 2005, at the Western Campus. Mr. Steiner, Chair, called the meeting to order at 4:05 p.m.

Board Members Present:

Don Blake, Henrico County
Robert Comet, City of Richmond
Mark Creery, Hanover County
George Long, Henrico County
Doris McCray, Louisa 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
Connie Moslow, Powhatan County

Staff Present:

Troy Adkins
Pat Bozeman
Diane Brasington
Timothy Brown
Cynthia DeRiemer
Judy Harris
Thomas Hollins
Ron Laux
Genene LeRosen
Bess Littlefield
Nannette Smith

Mr. Steiner introduced Dr. James Bowles, Jr., who will be representing Goochland County on the College Board. Dr. Bowles replaced Lawrence Nuckols, who recently resigned from the Board.

MINUTES

Mr. Steiner stated that the minutes of the March 3, 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. Long and second by Mr. Creery, the minutes of the March 3, 2005, meeting of the Board were approved. The motion carried 9-0-0.

COLLEGE BOARD RETREAT

Mr. Peterson reviewed plans for the Board retreat that will be held June 3 and 4, 2005.

COLLEGE BOARD OFFICERS FOR 2005-2006

Dr. West presented the following slate of officers for 2005-2006:

Ed Steiner, Chair
Mark Creery, Vice Chair

The floor was open for nominations; and there being none, nominations were closed.

Upon a recommendation by the Nomination Committee and second by Mr. Long, the 2005-2006 Slate of Officers were approved as presented. The motion carried 9-0-0.

DISCUSSION ITEMS

1. Mr. Steiner read a letter of resignation from Scott Chapman.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Dr. West presented the following requests, which were reviewed by the Academic and Student Affairs Committee, for approval by the Board. Dr. West noted that members of the Board had previously been sent information on these requests for review prior to the meeting.

1. New Program Proposals:

- a. Auto Body Technology Plan of Study under the Technical Studies AAS, and proposed Advisory Committee (Attachment A)

Upon a motion by the Committee and seconded by Mr. Creery, the Board approved the program proposal for the Auto Body Technology Plan of Study under the Technical Studies AAS, and Advisory Committee. The motion carried 9-0-0.

- b. Proposed Database Solutions Career Studies Certificate (Attachment B)

Upon recommendation by the Committee and seconded by Mr. Blake, the Board approved the Database Solutions Career Studies Certificate program. The motion carried 9-0-0.

2. Program Revision:

- a. Horticulture AAS Degree Program—discontinuance of all specializations and restructuring of curriculum (Attachment C)

Upon recommendation of the Committee and seconded by Mrs. McCray, the Board approved the Horticulture AAS Degree Program. The motion carried 9-0-0.

3. Program Discontinuance:

- a. Basic Glazier Technology Career Studies Certificate (Attachment D)

Upon recommendation by the committee and second by Mr. Creery, the Board approved the request for discontinuance of the Basic Glazier Technology Career Studies Certificate program. The motion carried 9-0-0.

4. Advisory Board Appointments:

- a. School of Arts, Humanities, and Social Sciences (Attachment E)

Upon recommendation by the Committee and seconded by Mrs. McCray, the Board approved the appointments to the School of Arts, Humanities, and Social Sciences. The motion carried 9-0-0.

FINANCE, FACILITIES AND PLANNING COMMITTEE

1. Local Funds Statement—Mr. Creery reviewed the Local Funds statements for the period ending April 30, 2005. (Attachment F)

2. Mr. Creery stated that the Finance Committee met to review the following budget requests for FY06. It was noted that Board members received documentation on these requests for consideration.

- a. Student Life Budget—Dr. Hollins provided an overview of the activities that the Student Life department is planning for the upcoming year. Net request for FY06 is \$210,198 with \$53,815 held in reserve for a Student Center (Attachment G). After discussion, the following recommendation was made:

Upon recommendation by the Committee and seconded by Mr. Blake, the Board Approved the Student Life Budget for FY06. The motion carried 9-0-0

- b. Vending Budget—Mr. Creery reviewed this budget request for 2006. The net request for FY06 is \$52,276 (Attachment H). After discussion, the following recommendation was made:

Upon recommendation by the Committee and seconded by Dr. West., the Board approved the Vending Budget for FY06. The motion carried 9-0-0

- c. Auxiliary Budget—Mr. Creery reviewed this budget request for 2006 (Attachment I). After discussion, the following recommendation was made:

Upon recommendation by the Committee and seconded by Mr. Blake, the Board approved the Auxiliary Budget for FY06. The motion carried 9-0-0

3. Review and revision of Investment Policy—Mr. Creery stated that the Board is responsible for reviewing the college's investment policy. He noted that the policy was recently reviewed by the Committee and suggested a change that deletes the wording "and/or collateralized" under V. Diversification located on page 3. Also, Dr. Rhodes recommended that the word "federally" be inserted after the word fully on the last line under V. Diversification. After discussion, the following motion was made:

Upon recommendation by the Committee and seconded by Mr. Long, the Board approved the Investment Policy with recommended changes (Attachment J). The motion carried 9-0-0.

4. Mr. Brown distributed and reviewed a report on the status of the college's major projects (Attachment K). Also, Mr. Brown distributed and reviewed the preliminary findings of the JSRCC Eastern Campus Feasibility Study. He noted that the Board will be supplied with a full report some time during the summer and an outline of general steps that need to be done as the college moves forward. Also, the Finance, Facilities, and Planning Committee will be taking a deeper look at this study.

ADVOCACY COMMITTEE

No report at this time.

PRESIDENT'S REPORT

Dr. Rhodes stated that he had met with Chancellor DuBois today with reference to his annual evaluation. He noted that the chancellor commented that he was the most evaluated president in the system, which he perceived to be a very helpful exercise for Dr. Rhodes and one that benefits the college. Dr. Rhodes thanked the Board for its input in this process.

Dr. Rhodes characterized the academic year at the college. He noted that major changes and updates to the college's policy manual have been undertaken and that the goal is to review every college policy for accuracy, need, clarity, and purpose. The college is following the Chancellor's Dateline 2009 Goals, and a major gifts campaign is beginning for the first time in the history of the college. Next year's overarching adopted theme for focus will be "Student Success."

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. LeRosen briefly highlighted items from her report (Attachment L). She highlighted the Paraprofessional Education AAS degree program and noted that the college has the largest dual enrollment program in the system. Also, she stated that the college is focusing on retention initiative, which looks "First-Year Student Success." A new program will be starting in the fall program Goochland and Powhatan seniors who will take classes on the Western Campus. If a student is successful in this program, they could end up with 26 college credits plus their high school graduates when they graduate in June. This program focuses on keeping high school seniors engaged.

FACULTY SENATE REPORT

Dr. DeRiemer provided an overview of the Senate's report (Attachment M). Mr. Steiner noted a letter will be sent to Ann Sullivan recognizing her service to the Faculty Senate for the past seven years.

CLASSIFIED COUNCIL REPORT

Mr. Adkins provided an overview of the Classified Council's report (Attachment N).

PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Ms. Bozeman stated the Profession & Administrative Faculty Senate has reorganized their group to include counselors and librarians. She also highlighted various activities during the academic year.

VICE PRESIDENT OF CCWA REPORT

Mr. Laux distributed and reviewed the CCWA's report. (Attachment O)

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Littlefield stated that the Foundation had raised \$1.3 ML through private sources this year. She noted that there has been a disappointment in the Federal grants area that the college had positioned itself to be competitive in two major programs; however, the federal government removed funding for these projects.

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ADJOURNMENT

There being no further business, Chair Steiner adjourned the meeting at 6:05 p.m.

Gary L. Rhodes, Secretary

Edward F. Steiner, Chair