

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

June 6, 2002

Minutes No. 294

The J. Sargeant Reynolds Community College Board met on Thursday, June 6, 2002, at the Workforce Development Center located at 1653 East Parham Road, in the auditorium. Mr. Copp, Chair, called the meeting to order at 12:20 p.m.

Present were:

James E. Copp, Hanover County
J. Douglas Freeman, Henrico County
George Long, Henrico County
Doris McCray, Louisa County
Connie Moslow, Powhatan County
Lawrence Nuckols, Goochland County
Kenneth M. Perry, City of Richmond
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:

James Banks, City of Richmond
J. Scott Chapman, Henrico County
Lerla G. Joseph, City of Richmond

Staff Present:

John Ambrose
Buddy Bishop
S. A. Burnette
Joanna Hanks
Judy Harris
Bess Littlefield
Ann Sullivan
F. W. Taylor

Guest Present:

Marian Hassell
Bertha Hamilton Clay

MINUTES

Mr. Copp stated that the minutes of the April 4, 2002, 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. Snyder and seconded by Mr. Freeman, the minutes of the April 4, 2002, meeting of the Board were approved. The motion carried 12-0-0.

FACULTY SENATE REPORT

Dr. Sullivan distributed and reviewed the Faculty Senate report (Attachment A).

COLLEGE REPORT

Dr. Hanks stated that each Board member was mailed the college report. She briefly highlighted certain areas of the report (Attachment B). Dr. Hanks introduced Dr. Bob Heinz, Division Chair of Engineering, Agriculture, and Mechanical Technologies. Dr. Heinz gave an overview of the JSRCC/JMU partnership.

CLASSIFIED COUNCIL REPORT

Mr. Bishop stated that the council would be holding election of new officers in June. Also, he stated that staff has been involved in many community events.

LOCAL FUNDS STATEMENT

Mr. Taylor reviewed the Local Funds Accounts for the period ending March 2002 (Attachment B).

FINANCE COMMITTEE REPORT

Mr. Steiner stated that the Finance Committee met and reviewed fiscal year 2002-2003 budget requests. Based on the committee's discussions, the committee recommends the following requests for approval:

1. Upon a motion by the Budget Committee and seconded, the SGA Budget Request for fiscal year 2002-2003 was approved as presented (Attachment D). The motion carried 12-0-0.

FINANCE COMMITTEE REPORT CON'T

2. Upon a motion by the Budget Committee and seconded, the Vending Budget Request for fiscal year 2002-2003 was approved as presented (Attachment E). The motion carried 12-0-0.

3. Upon a motion by the Budget Committee and seconded, the Auxiliary Service Fee Budget Request for fiscal year 2002-2003 was approved as presented (Attachment F). The motion carried 12-0-0.

4. SGA Carry Forward Request for \$28,000—Mr. Steiner stated that that the SGA has requested to carry forward \$28, 000 from their 2001-2002 budget to pay for some activities that have been planned and not yet occurred. Also, some activities did generate more revenue then anticipated, and they would like to use this money to purchase a student ID system.

Upon a motion by the Budget Committee and seconded, the Board approved the SGA's request to carry forward \$28,000. The motion carried 12-0-0.

5. Vending Reserve Allocation of \$17,689—Mr. Steiner stated that it has been proposed to use this money for College Board activities for fiscal year 2002-2003; i.e., ACCT membership, funding for the Board retreat in November, and funding for Board members to attend ACCT Annual Meeting.

Upon a motion by the Budget Committee and seconded, the Board approved the Vending Reserve allocation of \$17,689. The motion carried 12-0-0.

INSTRUCTIONAL & STUDENT SERVICES COMMITTEE REPORT

Mr. White stated that the committee received a request for a title change for the PAVE Career Studies Certificate program, currently title Health Care Assistant, to Health Care Companion to be effective immediately upon approval of the College Board.

Upon a motion by the Instructional & Student Services Committee and seconded, the Board approved the name change request as presented. The motion carried 12-0-0.

UPDATE ON PRESIDENTIAL SEARCH

Mr. Copp briefed the Board on the presidential search. The VCCS search committee has forwarded four names for consideration by the college--Dr. Wayne Branch, Dr. Eric McKeithan, Dr. Gary Rhodes, and Dr. David Sink.

UPDATE ON PRESIDENTIAL SEARCH

Mrs. Moslow reviewed the two-day schedule that has been developed for the candidate's interview process. Also, she thanked everyone for their time and energy in helping her develop the schedule.

Marian Hassell, VCCS Employee Relations Manager, stated that the College Board was well represented on the VCCS search committee. Further, she informed the Board that the four (4) finalist were all very well qualified, making the Board's decision on the best fit for JSRRC difficult. She stressed that each college interview committee brings a different expertise to the table and each has a different role to play in the process; thus, it is important that each committee develop the appropriate questions to be asked of the candidates.

Mr. Copp requested that Board members submit their questions for the interview to Doug Freeman by Monday, June 10. Also, a copy of each candidate's resume will be forwarded to each Board member.

BOARD RETREAT

Mrs. Moslow reminded the Board members of the retreat dates (November 8 & 9). Also, she said a facilitator has been secured.

FACILITIES & PLANNING COMMITTEE

Mr. Snyder brought the Board up-to-date on the following:

1. Western Campus YMCA—The YMCA will be presenting the drawings/design of the proposed YMCA facility to the Sate Board Facilities Committee as required in the transfer agreement.
2. Western Campus Soccer Fields—Goochland Parks and Recreation would like to construct two soccer fields and a parking lot near the Route 6 entrance (across from the YMCA). Goochland Parks and Recreation would fund the cost of construction and maintaining the facilities.
3. VDOT Improvements—VDOT is requesting acquisition of 0.2173 acres and a utility easement for the right of way to install a left turn lane at the Route 632 and Route 396 entrance to Western Campus. The total cost of the project would be funded by VDOT.
4. The New Market Master Plan, which encompasses the Eastern Campus, was approved by Henrico County Board of Supervisors on May 28, 2002.

BOND ISSUE

Dr. Burnette brought the Board up-to-date on the General Obligation Bond for this fall. Also, the college has been asked to contribute approximately \$2,500 for the promotion of this effort. The Foundation Board has approved the payment of this expense.

ELECTION OF OFFICERS

Mr. White placed in nomination the following slate of officers for 2002-2003:

Chairman	Connie Moslow
Vice Chairman	Ed Steiner

Upon a motion by Dr. West and seconded by Mr. Snyder, the Board accepted the slate of officers as presented. The motion carried 12-0-0.

COMMENTS FOR THE GOOD OF THE BOARD

1. Mr. Copp stated that Jim Banks resigned from the Board, as he will be moving to Northern Virginia.
2. Mr. Snyder recognized Mr. Copp's contributions to the College Board as its chair.
3. Mr. Snyder distributed the new College Board Member Handbook to each member.

ADJOURNMENT

There being no further business, Mr. Copp adjourned the meeting at 1:45 p.m.

S. A. Burnette, Secretary

James E. Copp, Chair