

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

March 6, 2014

Minutes No. 352

The J. Sargeant Reynolds Community College Board convened at 4:05 p.m. on Thursday, March 6, 2014, in the Workforce Development and Conference Center, Parham Road Campus, 1651 E. Parham Road, Richmond, Virginia.

Board Members Present:

Mr. Stephen Baril, City of Richmond
Mr. Thurman S. Cash III, City of Richmond
Mr. Mark A. Creery, Hanover County
Dr. Brenda J. Drew, City of Richmond
Dr. Rondle E. Edwards, City of Richmond
Mr. Gerald E. Kilgore, Henrico County
Dr. Karsten Konerding, Henrico County
Dr. James F. Lane, Goochland County
Ms. Anne Marie Lauranzon, Hanover County
Dr. John A. Manzari, Louisa County
Reverend Marcus Martin, Henrico County
CAPT Richard C. Rush, Henrico County
Mr. Ernesto V. Sampson, City of Richmond
Ms. Audrey Swann, Henrico County
Dr. Gary Rhodes, President

Board Members Absent:

Ms. Maureen Moslow-Benway, Powhatan County

VCCS State Board Liaison – RADM Robert R. Fountain

Staff Present:

Mr. David Barrish	Mr. Mark Probst
Ms. Amy Bradshaw	Mr. Joe Schilling
Ms. Diane Brasington	Mr. Charles Swaim
Ms. Judy Harris	Dr. Mark Webster
Dr. Thomas Hollins	Ms. Corliss Woodson
Dr. Susan Hunter	
Mr. Ryan Johnson	
Ms. Elizabeth Littlefield	
Dr. Genene LeRosen	
Dr. David Loope	
Ms. Marianne McGhee	
Ms. Natalie Meredith	
Dr. Ramzi Ockaili	
Mr. Grayson Paige	

CALL TO ORDER

Mr. Mark Creery, Chair, called the meeting to order.

ROLL CALL

Dr. Gary Rhodes, President, affirmed that a quorum was present.

FACULTY SENATE REPORT

Dr. Ramzi Ockaili provided an overview of the Senate's report (Attachment A).

CLASSIFIED COUNCIL REPORT

No report at this time.

PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Mr. Charles Swaim reported that PAFS's spring semester service project will be a repeat of last year's successful campaign "Spring Into Action" for our veterans, which will be held March 17- April 17, 2014.

PRESIDENT'S REPORT

Dr. Rhodes reported that he recently hosted the Goochland Rotary Club at the Goochland Campus. An update of the current legislative session was provided. Community colleges fared well on operational issues but no capital projects were approved.

Ryan Johnson, Senior Research Analyst presented a new data base website, "Essential Facts and Figures". Through this website, timely data about Reynolds students will be available 24/7 to faculty and staff.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Gene LeRosen provided an update on the Advance College Academy. Also, the college will be offering this fall an Online General Education Certificate program for high school students.

VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Ms. Amy Bradshaw provided an update on the college's budget. Financial reports were provided to Board members.

VICE PRESIDENT OF CCWA REPORT

No report at this time.

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Elizabeth Littlefield reviewed financial reports provided in the Board packet. Fundraising efforts are approximately \$100,000 ahead of the same period last year due to the receipt of endowed gifts. Ms. Littlefield updated the Board on the fundraising efforts of the Nursing Simulation Lab (SIM Lab) at the Downtown Campus. To date, \$44,000 has been raised for the project.

Also, Ms. Littlefield stated that the Foundation has begun planning for the college's next major fund raising effort. The firm of West Avenue Associates has been hired as consultants. The first phase of the process will be a feasibility study, which Board members will be contacted for input.

Chair Creery stated that as a goal this year, he is hoping to engage 100 percent participation by the College Board in this fundraising campaign effort.

MINUTES

Chair Creery asked if there were any additions or corrections to the minutes of the January 9, 2014, meeting of the Board.

Upon a motion by Dr. Edwards and seconded by Dr. Lane, the Board approved the minutes of the January 9, 2014, meeting. The motion carried 14-0-0.

BOARD OPERATIONS & PLANNING COMMITTEE

Dr. Jack Manzari, Committee Chair, stated the committee met and will be focusing on three areas: (1) finishing board manual; (2) Board development; (3) strategic planning. Also, Dr. Manzari stated that the committee is in the process for planning of the Board's retreat, which will be held August 7-8, 2014.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Ms. Anne Marie Lauranzon, Committee Chair, reported that the committee met and reviewed the following requests and brings them forward for recommendation of approval by the Board:

1. Proposal to Discontinue Civil Engineering Technology Specialization – This degree, as currently designed, has three specializations – Architectural/Industrial Design, Building Construction Management, and Civil Engineering Technology.

Results from the program's curriculum review in 2012-13, research conducted by the faculty, and input of the program's advisory committee have led to changes in the curriculum that necessitate the following proposed major revisions:

- A change in the degree program's title to Architectural and Engineering Technology

- Addition of a new specialization titled Geospatial and Environmental Engineering Technologies to replace the Civil Engineering Technology specialization
- Discontinuance of the Civil Engineering Technology specialization

The College Board approved the first two major revisions – the degree program’s title change and the new specialization titled Geospatial and Environmental Engineering -- at the meeting held January 9, 2014. Also at this meeting, the College Board requested additional information regarding the teach-out plan for students enrolled in the Civil Engineering Technology specialization. The last term for admission of new students to be Spring 2014 and last term for graduates to be Spring 2016. After discussion by the Board, the following motion was made:

Upon a motion by the committee and seconded by Dr. Drew, the Board approved the discontinuance of the Civil Engineering Technology Specialization. The motion carried 14-0-0.

2. Proposal to Discontinue Sleep Technology for Polysomnography Career Studies Certificate
Recommendation has come forward for discontinuance of this program due to changes in licensure requirements for sleep technologists and changes in accreditation standards, which must be implemented in academic year 2014-2015. The last term for graduates (Summer 2015) will provide the two students that have not yet completed the program ample time to finish the remaining courses required for graduation. After discussion, the following motion was made:

Upon a motion by the committee and seconded by Rev. Martin, the Board approved the discontinuance of the Sleep Technology for Polysomnography Career Studies Certificate program. The motion carried 14-0-0.

3. New Program Proposal for Sleep Technology Polysomnography Certificate –
Recommendation has come forward to replace the existing Sleep Technology for Polysomnography Career Students Certificate. The proposed new program is designed to meet the Commonwealth’s curriculum requirements for licensure of sleep technologists and the accreditation standards of CAAHEP. Recommended initiation date is Fall 2014. After discussion, the following motion was made:

Upon a motion by the committee and seconded by Dr. Edwards, the Board approved the new program for the Sleep Technology Polysomnography Certificate. The motion carried 14-0-0.

4. New Program Proposal Health Science AAS Degree with a Specialization in Radiography –
In response to a request from Bon Secours St. Mary’s Hospital School of Medical Imaging, a recommendation has come forward for a new program in Health Science AAS Degree with a Specialization in Radiography. The need for the proposed AAS degree resulted from recent changes in eligibility qualifications for American Registry of Radiologic Technologists. After discussion, the following motion was made:

Upon a motion by the committee and seconded by Dr. Lane, the Board approved the new program for Health Science AAS Degree with a specialization in Radiography. The motion carried 14-0-0.

5. New Program Advisory Committee Structure for Business Administration – A recommendation has come forward from the Committee on Academic and Student Affairs requesting approval of the division of the current Business Administration Advisory Committee into two committees, the AS in Business Administration Advisory Committee and the Management, Entrepreneurship, and eCommerce Advisory Committee (Attachment B). After discussion, the following motion was made:

Upon a motion by the committee and seconded by Mr. Sampson, the Board approved the request for the restructuring of the advisory committee structure for Business Administration. The motion carried 14-0-0.

6. New/Reappointment of Advisory Committee Members – Approval of new committee members and/or member reappointments is requested for approval by the Board (Attachment C).

Upon a motion by the committee and seconded by Dr. Manzari, the Board approved the Advisory Committees appointments/reappointments. The motion carried 14-0-0.

FINANCE & FACILITIES COMMITTEE

Mr. Steve Baril, Committee Chair, stated that the committee had no action items at this time.

Mr. Mark Probst provided an update of the college's facilities projects. (Attachment D)

Executive Committee

Chair Creery reported that the Executive Committee has begun the process for the president's annual evaluation and will keep the Board informed. The committee will be seeking input from Board members and from college staff. The findings of the president's evaluation will be presented to the Board at the May 1, 2014.

INFORMATION ITEMS FROM THE BOARD CHAIR

Chair Creery reminded the Board of the following upcoming events:

- Next Board Meeting – May 1, 2014
- College's Recognition and Awards Event – May 7, 2014
- Graduation – May 11, 2014

ADJOURNMENT

A motion was made and seconded that: "THE J. SARGEANT REYNOLDS COMMUNITY COLLEGE BOARD ADJOURN." The motion carried 14-0-0.

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There being no further business to come before the Board, the meeting adjourned at 5:33 p.m.

Gary L. Rhodes, Secretary

Mark A. Creery, Chair