

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

**September 11, 2014**

**Minutes No. 355**

The J. Sargeant Reynolds Community College Board convened at 4:00 p.m. on Thursday, September 11, 2014, on the Downtown Campus, 700 E. Jackson Street, Richmond, Virginia.

Board Members Present:

Mr. Fred Babik, Henrico County  
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  
Dr. Karsten Konerding, Henrico County  
Dr. James F. Lane, Goochland County  
Dr. John A. Manzari, Louisa County  
Reverend Marcus Martin, Henrico County  
Mrs. Anne V. Moore, Powhatan County  
CAPT Richard C. Rush, Henrico County  
Mrs. Goldie W. Settles, Henrico County  
Mr. Ernesto V. Sampson, City of Richmond  
Dr. Gary Rhodes, President

Board Members Absent:

Mr. Stephen Baril, City of Richmond  
Ms. Anne Marie Lauranzon, Hanover County

Staff Present:

Mr. David Barrish  
Ms. Amy Bradshaw  
Ms. Carol Krantz  
Ms. Bess Littlefield  
Dr. David Loope  
Ms. Dinah McNally  
Ms. Natalie Meredith  
Dr. Ramzi Ockaili  
Mr. Mark Probst  
Mr. Joe Schilling  
Ms. Kelly Smith  
Lt. John Ward  
Ms. Corliss Woodson

### CALL TO ORDER

Mr. Mark Creery, Chair, called the meeting to order. Chair Creery introduced and welcomed the new members of the Board, Anne Moore (Powhatan County), Goldie Settles (Henrico County), and Fred Babik (Henrico County).

### ROLL CALL

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

### FACULTY SENATE REPORT

Dr. Ramzi reviewed a written report (Attachment A). He expressed that there was great communication between the faculty and leaders.

### CLASSIFIED COUNCIL REPORT

Ms. Carol Krantz reviewed the written report that was provided. (Attachment B).

### PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Ms. Kelly Smith reviewed report that was provided. (Attachment C).

### PRESIDENT'S REPORT

Dr. Rhodes presented the Key Talking Points for College Board Members as well as the Reynolds and Hanover County 2013-14 packet. Mr. Cash suggested possibly having a second page dealing with visioning for the region and how the college can assist with those needs. Dr. Rhodes also presented the Reynolds President's Communique Regarding State Mandatory Budget Reductions.

### EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Gene LeRosen was not present and there was no report.

### VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Ms. Amy Bradshaw presented the College Board Annual Finance and Budget Process Review.

### VICE PRESIDENT OF CCWA REPORT

In Mr. McGinty's absence, Ms. Natalie Meredith stated that CCWA is partnering with the Virginia Film Institute. Also, Generations Matter will be speaking on September 12, 2014. Ms. Meredith also stated that CCWA is two months into the budget and is on track.

#### VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Ms. Bess Littlefield gave an overall review of the role of the Vice President of Institutional Advancement. She noted the asset base for the Foundation is \$10 million. This year the Advancement Office continues with the brand rollout, working with the Recruitment and Outreach Office, expanding the major gift program, and improving the website. Ms. Littlefield also provided the 2014-15 Foundation Board Engagement Opportunities Menu.

#### APPROVAL OF MINUTES – June 5, 2014

Chair Creery asked if there were any additions or corrections to the minutes of the June 5, 2014, meeting of the Board.

**Upon a motion by Dr. Lane and seconded by Dr. Konerding, the Board approved the minutes of the June 5, 2014, meeting. The motion carried 13-0-0.**

#### ADOPTION OF RESOLUTIONS FOR RETIRING BOARD MEMBERS

Chair Creery presented draft resolutions to the Board for review for retiring Board members Maureen Moslow-Benway and Audrey H. Swann (Attachments D and E). These will be presented at the Local Elected Officials dinner on October 7, 2014.

**Upon a motion by Dr. Edwards and seconded by Reverend Martin, the Board approved the adoption of resolutions for retiring Board members Maureen Moslow-Benway and Audrey H. Swann. The motion carried 13-0-0.**

#### BOARD OPERATIONS & PLANNING COMMITTEE

Dr. Jack Manzari, Committee Chair, reported that the committee met and discussed the retreat, survey sliders, speaker, and draft College Board Goals for 2014-15. Due to the misinterpretation of the scoring on the survey, Dr. Manzari will post the survey for review on Trello. Dr. Manzari stated that the committee is looking at other venues for the Board retreat next year and changing the time of year the retreat is held.

Chair Creery asked that the College Board review the draft College Board Goals and if there are any changes to present them at the next meeting. Dr. Manzari stated that the template on the College Board Manual policies will be sent to the Board members. Chair Creery stated that the Board will make a point to go through the strategic plan as well.

#### ACADEMIC, STUDENT AFFAIRS, AND WORKFORCE DEVELOPMENT COMMITTEE

Dr. Karsten Konerding, Committee Chair, reported that the committee met and reviewed the following requests and brings them forward for recommendation of approval by the Board:

1. Advisory Committees – Appointments/Reappointments

**Upon a motion by the committee and seconded by Captain Rush, the Board approved the recommendation of appointments/reappointments (Attachment F). The motion carried 13-0-0.**

2. Two New Specializations for the Culinary Arts AAS Degree Pastry Arts and Culinary Management

**Upon a motion by the committee and seconded by Mrs. Settles, the Board approved the recommendation of Two New Specializations for the Culinary Arts AAS Degree Pastry Arts and Culinary Management. The motion carried 13-0-0.**

Informational Item: The Advisory Committee Annual Report was provided.

FINANCE & FACILITIES COMMITTEE

Mr. Ernesto Sampson, Committee Vice Chair, reported that the committee met and reviewed the following requests and brings them forward for recommendation of approval by the Board.

1. Request for Supplemental Funding for Georgiadis Hall Renovations

The college is recommending to pursue General Assembly (next session) approval for additional funding to support the increased scope and budget that will require a combination of construction and vending cash in the amount of \$3.5 million to supplement the project – \$2,400,000 will come from construction fund reserves and \$1,100,000 will come from vending fund reserves. The college has FY15 capital fund commitments for \$634,946 from the localities in its service regions that will be used to replenish the vending fund reserves. Future capital funds will also be used to replenish the vending funds until the \$1,100,000 is reached.

**Upon a motion by the committee and seconded by Mr. Babik, the Board approved the Request for Supplemental Funding for Georgiadis Hall Renovations. The motion carried 13-0-0.**

2. Request to Un-restrict Leftover Funding From Downtown Campus

The college is requesting to remove \$250,000 from funds restricted for the Downtown Campus renovation project back to the construction reserve funds. The project has been completed with minor warranty items and project closeout meetings pending. As of the end of July, 2014, \$804,376 is still encumbered. Anticipated amount needed will be approximately \$550,000.

**Upon a motion by the committee and seconded by Reverend Martin, the Board approved the Request to Un-restrict Leftover Funding From Downtown Campus. The motion carried 13-0-0.**

Local financial reports were provided and reviewed.

### **FACILITIES PROJECTS UPDATE**

Mr. Mark Probst provided the Facilities Update Report (Attachment G).

### **INFORMATION ITEMS FROM THE BOARD CHAIR**

Chair Creery reminded the Board of the following upcoming events:

- September 25, 2014 – Annual Scholarship Luncheon
- October 2, 2014 – Local Officials Dinner (Mr. Creery will ask Judy Harris to send out list early next week for Board members to personally invite superintendents, et al.)
- October 7, 2014 – College Convocation , Parham Road Campus
- November 6, 2014 - College Board Meeting
- November 10, 2014 – The First Nursing Scholarship Luncheon

### **ADJOURNMENT**

**A motion was made and seconded that: “THE J. SARGEANT REYNOLDS COMMUNITY COLLEGE BOARD ADJOURN.” The motion carried 13-0-0.**

There being no further business to come before the Board, the meeting adjourned at 5:50 p.m.

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Gary L. Rhodes, Secretary

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Mark A. Creery, Chair