

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

**January 9, 2025  
Minutes No. 415**

The J. Sargeant Reynolds Community College Board convened at 4:02 p.m. on Thursday, January 9, 2025, at the Parham Road Campus in the Workforce Development & Conference Center Gallery.

Board Members Present:

Mr. Peter Blake, City of Richmond  
Dr. Barbara Brown, Powhatan County arrived at 4:16 pm  
Dr. Brenda J. Drew, City of Richmond  
Dr. Rajendra Dubey, Henrico County arrived at 4:43 pm  
Mrs. Allison M. Feinmel, Henrico County  
Mrs. Kathy Graziano, City of Richmond  
Mr. Jeffrie L. Hedrick, Henrico County arrived at 4:07 pm  
Mr. Paul Logan, City of Richmond  
Mr. Owen M. Matthews, Hanover County  
Mrs. Anne McDougall, Hanover County  
Dr. Emmy Smith Ready, City of Richmond  
Mrs. Mary L. Studevart, Henrico County  
Dr. Paula Pando, President

Board Members Absent:

Mr. Bo Bundrick, County of Louisa  
Dr. Stephen A. Geyer, Goochland County  
Mrs. Monica L. Smith-Callahan, Henrico County

Staff Present:

Ms. Amy Bradshaw  
Ms. Ann Bushey  
Ms. Elizabeth Creamer  
Dr. Lori Dwyer  
Dr. Jennifer Mezquita-Macaia  
Ms. Lindsay Robinson  
Mr. Sean Terrell

CALL TO ORDER

Mary Studevart called the meeting to order.

ROLL CALL

Chair Studevart affirmed that a quorum was present.

### PUBLIC COMMENT

No Comment.

### BOARD CHAIR'S REPORT

Chair Studevart welcomed the board and recognized them for all the work that has been done this academic year especially, student enrollment and our partnership with Lewis Ginter Botanical Garden.

### MINUTES

Chair Studevart asked if there were any additions or corrections to the Minutes of the November 21, 2024 meeting.

**Being none, the November 21, 2024 Minutes were approved as posted.**

### PRESIDENT'S REPORT

Dr. Pando welcomed the board and presented on the following:

- Happy New Year!
- Welcome back Mrs. Kathy Graziano
- Enrollment FTE and Headcount, exceeds where we were this time last year and where we ended
- Fall Completions exceeded last years' credentials by 100
- ESL population continues to skyrocket
- Lewis Ginter Botanical Garden Partnership has been finalized – Looking for Program Head

Following her report Dr. Pando answered questions from the board.

### VICE PRESIDENT OF FINANCE & ADMINISTRATION REPORT

Report posted to Boarddocs.

### VICE PRESIDENT OF CCWA REPORT

Report posted to Boarddocs.

### VICE PRESIDENT OF ACADEMIC AFFAIRS AND CHIEF ACADEMIC OFFICER

No Report

VICE PRESIDENT OF INSTITUTIONAL ADVANCEMENT REPORT

Reports posted to Boarddocs.

VICE PRESIDENT OF ENROLLMENT MANAGEMENT AND STUDENT SUCCESS

Report posted to Boarddocs.

ASSOCIATE VICE PRESIDENT OF RESEARCH, PLANNING AND GRANTS

Report posted to Boarddocs.

The Board reflected appreciation for the detail reports presented by staff:

Mr. Owen Matthews reflected appreciation to see the CCWA's report discuss the review of a hospitality certificate.

Mrs. Mary Studevart appreciated seeing the detail of the student enrollment with the report.

Mr. Peter Blake asked a clarification question pertaining to the amount of uncommitted reserve funds reflected within the financials and was provided detail by Ms. Amy Bradshaw.

ACADEMIC, STUDENT AFFAIRS AND WORKFORCE DEVELOPMENT COMMITTEE

Dr. Dwyer shared the committee met prior to the board meeting and asks for approval for the following:

**Approval of the following AAS Degree Closure**

- 1. Paramedic AAS Degree**

**Approval of the following new Majors**

- 1. Paramedic CSC**
- 2. Technical Studies AAS in Public Safety Leadership**

**After discussion Mr. Peter Blake made a motion for approval and Mrs. Kathy Graziano seconded the motion. The Board approved the Paramedic AAS Degree closure and the approval of the following new majors: Paramedic CSC and Technical Studies AAS in Public Safety Leadership. The motion carried 11-0-0.**

FINANCE & FACILITIES COMMITTEE

Informational items were included in Boarddocs.

**BOARD OPERATIONS & PLANNING COMMITTEE**

Mr. Owen Matthews reported the committee met back in November and provided the criteria for conducting virtual committee meetings. Mr. Matthews asked the board for approval to support virtual committee meetings in accordance with Virginia's FOIA requirements as detailed by the Commonwealth's Office of Attorney General.

**Mr. Jeffrie Hedrick made a motion for approval and Mrs. Kathy Graziano seconded the motion. The Board approved the virtual committee meetings in accordance with Virginia's FOIA requirements as detailed by the Commonwealth's Office of Attorney General. The motion carried 12-0-0.**

**There being no further business "THE J. SARGEANT REYNOLDS COMMUNITY COLLEGE BOARD ADJOURNED" at 4:51 pm.**

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Paula P. Pando, Secretary

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Mary Studevart, Chair