

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

**January 14, 2010**

**Minutes No. 327**

The J. Sargeant Reynolds Community College Board met on Thursday, January 14, 2010, at the Parham Road Campus. Chair Maureen Moslow-Benway called the meeting to order at 4:15 p.m.

Board Members Present:

Benjamin L. Alexander, City of Richmond  
James Bowles, Jr., Goochland County  
Mark Creery, Hanover County  
James Cuthbertson, Henrico County  
Rondle E. Edwards, City of Richmond  
Doug Freeman, Henrico County  
Gerald E. Kilgore, Henrico County  
George Long, Henrico County  
Maureen Moslow-Benway, Powhatan County  
William A. Rees, City of Richmond  
Jack A. Speer, Louisa County  
Jamelle Wilson, Hanover County  
Harold L. Watkins, II, Richmond  
Gary Rhodes, JSRCC College President

Board Members Absent:

Robert Comet, City of Richmond  
Beverley Donati, Henrico County

Staff Present:

Joel Adler  
John Ambrose  
David Barrish  
Amy Bradshaw  
Diane Brasington  
Cara Dillard  
Judy Harris  
Malcolm Holmes  
Thomas Hollins  
Derrick Jordan  
Genene LeRosen  
Bess Littlefield  
Nannette Smith  
Mark Probst

#### FACULTY SENATE REPORT

Report was provided with the agenda packet (Attachment A)

#### CLASSIFIED COUNCIL REPORT

Mr. Derrick Jordan, President, stated that the Classified Council report was provided with the agenda packet (Attachment B). Also, he invited Board members to participate in the college's annual scholarship bowl that will be held on February 27, 2010, at King Pin Lanes in Midlothian. Mark Creery stated he would put together a Board team.

#### PROFESSIONAL & ADMINISTRATIVE FACULTY SENATE REPORT

Mr. Joel Adler, President, reported that the Senate's report was provided with the agenda packet (Attachment C). Also, Mr. Adler introduced David Barrish who was elected as President Elect of the Professional and Administrative Faculty Senate.

#### PRESIDENT'S REPORT

President Gary Rhodes briefly reviewed his report, which was provided with the agenda packet (Attachment D).

#### EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Genene LeRosen noted that a meeting will be held in February with the school superintendents to discuss what high school courses students are taking and what they will need at college. Also, Dr. LeRosen stated that the college is starting the process of developing a six-year strategic plan and details will be provided to the Board at a later time.

Ms. Diane Brasington reviewed a graph of fall, spring, and annual unduplicated headcounts (Attachment E) and actual and projected annual FTES (Attachment F). Ms. Brasington also noted that distant education has been the fastest growing program this year.

#### INTERIM VICE PRESIDENT OF FINANCE & ADMINISTRATION

Ms. Amy Bradshaw noted that the budget is still going through changes this fiscal year and that revenue sources have not been determined for the next biennium. She noted that the renovations of phases two and three continue with Burnette Hall and that phase one has been completed. Ms. Bradshaw also noted that the college is moving forward with a Memorandum of Agreement with Union PSCE.

### CCWA REPORT

Ms. Cara Dillard, Assistant Vice President of CCWA, provided information on two initiatives that CCWA is now offering: (1) the GATE Grant (growing Americans through education), which helps individuals starting a new business by providing educational skills to help them become successful; (2) the Career Switcher Program, which works with professionals who now want to go into education/teaching. Also, Ms. Dillard stated that CCWA is looking into the possibility of offering a micro-soft certificate academy.

### INSTITUTIONAL ADVANCEMENT REPORT

Ms. Bess Littlefield, Vice President of Institutional Advancement, provided an overview of ACHIEVE 2015, a public agenda for Virginia Community Colleges. The public agenda addresses unmet needs of the Commonwealth, small set of measurable goals, budget fluctuations, and is outcomes focused.

### MINUTES

Chair Moslow-Benway stated that the minutes of the November 12, 2009, meeting of the Board were mailed to members and asked if there were any additions or corrections to these minutes. Mr. James Cuthbertson made a recommendation that the motion related to the request from the Foundation to “forgive” the debt be changed to read that the debt has been “satisfied.” After discussion, the following motion was made:

**Upon a motion by Mr. Mark Creery and seconded by Dr. Jamelle Wilson, the minutes of the November 12, 2009, meeting was approved with recommended change. This change will be reflected in the November 12, 2009, minutes. The motion carried 13-0-0.**

### ADVOCACY COMMITTEE

No report.

### ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Dr. James Bowles stated that the committee met and considered the following:

1. Title Change for Internetwork Careers Studies Certificate—The proposed title change reflects the internetworking industry’s current terminology and is consistent with the changes that have been made to the curriculum of the Internetworking Career Studies Certificate. The recommendation proposed is to change the title from Internetworking to Networking Engineering Career Studies Certificate. After discussion, the following motion was made

**Upon a motion by the committee and seconded by Dr. Jamelle Wilson, the Board approved the recommended title change from Internetworking to Networking Engineering Career Studies Certificate. The motion carried 13-0-0.**

ACADEMIC AND STUDENT AFFAIRS COMMITTEE CON'T

2. The Office of Student Life provided to the Board a mid-year report (Attachment G). Dr. Thomas Hollins provided a review of the report on activities and an update on the budget.

3. Advisory Committee Appointments—The Academic and Student Affairs Committee reviewed recommendations for appointments to advisory committees (Attachment H). After discussion, the following motion was made:

**Upon a motion by the committee and seconded by Mr. Mark Creery, the Board approved the recommendations as presented for appointments to advisory committees. The motion carried 13-0-0.**

FINANCE, FACILITIES AND PLANNING COMMITTEE

Mr. James Cuthbertson stated that the committee met and considered the following:

1. Review of Local Funds Financial Reports (Attachment I).

2. Request to transfer Local Funds from Workforce Building to Burnette Hall Renovation Project—Mr. Cuthbertson stated that the bids received for the construction of the Workforce Building were significantly lower than the state approved budget for the project. Also, based on the percentage of administrative space to workforce development space within the new Workforce Training Center in conjunction with significant site work involved to develop the new plaza and additional parking spaces, JSRCC's percentage allocation for the project has been calculated at 43.84 percent or \$3,105,188. Therefore, JSRCC and the College Board are required to invest \$503,499 less local funds than originally anticipated/approved.

Concurrently, the Burnette Hall renovations project has incurred numerous change order proposals. With the approval of all outstanding change order proposals, the college will exceed the current project funds by \$494,626.

It is requested that the College Board permit the reallocation of up to \$500,000 of previously approved funds for the Workforce Training Center project to be distributed as required between either the Burnette Hall renovations project and/or the Workforce Training Center project. After discussion, the following motion was made:

**Upon a motion by the committee and seconded by Mr. Gerald Kilgore, the Board approved the reallocation up to \$500,000 of previously approved funds for the Workforce Training Center project to the Burnette Hall renovation and/or the Workforce Training Center projects. The motion carried 13-0-0.**

INFORMATIONAL ITEMS

1. February 17, 2010—VCCS Legislative Reception, 5:30 p.m., Virginia State Library
2. Next Board meeting March 4, 2010, CCWA, North Run, 4:00 p.m.

ADJOURNMENT

There being no further business, Chair Moslow-Benway adjourned the meeting at 6:00 p.m.

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Gary L. Rhodes, Secretary

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Maureen Moslow-Benway, Chair