

Blue Ridge Community College
College Board Meeting
January 15, 2020

Board Members Present

- Mr. Michael Bedwell
- Ms. Debra Callison
- Ms. Vermell Grant
- Mr. Dave Metz
- Mr. Ron Ramsey
- Mr. Frank Tamberrino
- Ms. Cathy Welsh

Members Absent

- Mr. John Butler
- Mr. Shawn Kaup
- Mr. Matt Sunderlin

College Staff in attendance:

- Dr. John Downey, President of the College and Secretary of the Board
- Dr. Bob Young, Vice President of Instruction and Student Services
- Ms. Cynthia Page, Vice President of Finance and Administration
- Ms. Amy Kiger, Executive Director of the BRCC Educational Foundation
- Ms. Kelly Jones, Executive Assistant to the President

Welcome and Call to Order

Mr. Tamberrino welcomed everyone and called the meeting to order.

Moment in Mission

Dr. Downey introduced Colleen Pendry, BRCC's G3 coordinator. Ms. Pendry gave an overview of G3 Grant Program- Get a Skill, Get a Job, Give Back. G3 is the Governor's initiative to make community college more affordable for low to middle income families seeking employment in high-demand sectors such as technology, skilled trades, healthcare, early childhood education and public safety. The Governor has submitted a proposal to the General Assembly so the final program is still to be determined.

Minutes

Mr. Matherly moved to approve the minutes from the November 13, 2019 College Board meeting and Mr. Bedwell seconded; they were approved unanimously.

Finance and Facilities Committee

Ms. Page and Ms. Callison reviewed the local funds financial results through November 30, 2019. **This report was recommended from committee for approval and to be filed for audit: this was approved unanimously.**

Ms. Page reviewed the status of construction projects.

Surface parking lot-The surface lot is almost completed; lights and emergency phones are in place. Due to rain delays and colder than expected temperatures, the college decided to delay the final layer of asphalt to spring. When temperatures rise to a high enough level, the contractor will apply the final layer of asphalt along with striping and curb stops. The college will open the lot for use when all is completed.

Maintenance reserve projects-The VCCS is funding two projects from system funds, not college resources. The exterior envelope project will replace caulking at masonry joints, replace steel windows, and add brick ties to support failing ties in Buildings A, B, C, D, E, F, and G. VCCS received four bids for the project; the project is planned for spring and summer.

The life safety project will add sprinklers and a new water line to support the sprinkler system. The project will include upgrading fire alarms, emergency lights, and exit lights. Buildings A, B, C, D, E, F, and J are included in this work.

Ms. Page reviewed Enrollment Data by Locality, Brite Transit Shuttle Ridership and the Recreation Center Usage.

Ms. Page distributed and reviewed a 10/14/2019 report from the VCCS on Financial Standards. She noted that BRCC met all standards included in this report-she then noted that not all of the colleges met the standards. Ms. Page expressed great appreciation for the finance and accounting staff and their work.

Curriculum and Student Affairs Committee

Dr. Young and Mr. Metz reported for the committee.

Action Items

Course Changes-These were recommended from committee for approval; they were approved unanimously.

- a. Activate ACC 219 Governmental and Non-profit Accounting from the VCCS Master Course File
- b. Revise ART 132 Fundamentals of Design II to include a sentence that clarifies the content difference between this course and ART 131 Fundamentals of Design I

Consent Agenda-All items on the Consent agenda were recommended from committee for approval; they were approved unanimously.

Consent Agenda

1. BRCC Catalog Changes Related to the Direct Enrollment Pilot Program
 - a. Course Additions and Discontinuations
 - i. Activate MDE 10, MDE 60, MDE 54 and MDE 61 from the VCCS Master Course File and add each course description to the BRCC Catalog
 - ii. Activate EDE 10 and EDE 11 from the VCCS Master Course File and add each course description to the BRCC Catalog
 - iii. Discontinue MTE Course Descriptions
 - iv. Discontinue MCR Course Descriptions
 - v. Discontinue ENF Course Descriptions
 - b. Catalog Procedure Changes
 - i. Replace content in Table M in the BRCC Catalog with new content related to Direct Enrollment for mathematics
 - ii. Replace content in Table E in the BRCC Catalog with new content related to Direct Enrollment for English
 - iii. Edit Developmental Grades section
 - iv. Add Co-Requisite Grades section
 - v. Edit Course Definitions
 - vi. Edit Developmental Course Credits section
 - vii. Edit Advising information
 - c. Course Pre-requisite Changes
 - i. Edit BIO 101 course description
 - ii. Edit CHM 101 and CHM 111 course description
 - iii. Edit CSC 200 course description
 - iv. Edit ITP 100 course description
 - v. Edit MTH course descriptions
 - vi. Edit NSG 106 course description
 - vii. Edit PHY 100 course description
 - d. Program Requirement Changes
 - i. Edit Nursing Overview Information
 - ii. Edit Pre-Respiratory Therapy Overview information
 - iii. Edit Veterinary Technology Overview information
 - iv. Edit Science Overview information
 - v. Edit Science Engineering Overview information

INFORMATION ITEMS

Dr. Young provided updates on these information items.

G3: Get Trained, Get a Job, Give Back
 Graphics Design specialization for Information Systems Technology
 Update during the Moment in Mission
 Transfer Virginia
 Direct Enrollment
 SACSCOC Accreditation 5-Year Review

Personnel Report

Ms. Page reviewed the personnel report on page 79

Enrollment

Dr. Young distributed and reviewed the enrollment report noting that enrollment is up from the same time last year.

Educational Foundation

Ms. Kiger distributed and reviewed information for the Foundation, noting that both the College Board and the Foundation Board have 100% participation for pledges/donations to the annual fund; she and Dr. Downey thanked the board for this very important support. It makes it easier to solicit funds from the community when the boards fully support the college and allows the Foundation to focus their work on raising other funds outside of the college and the boards. The 100% participation also enabled the Foundation to receive two challenge grants that had been offered.

The Annual Fund is now called the Blue Ridge Fund, with a goal this year of \$140,000; it is on pace to reach this goal. The biggest fundraiser for the Blue Ridge Fund is Spring Fling which will be Friday, April 17, 2020. It is the 25th Spring Fling and there will be a roaring 20's theme.

Old Business**Graduation**

Graduation is 10 a.m. May 9 with a rain date of Monday evening, May 11. Dr. Downey reported Steve Landes will be the graduation speaker.

President's Report

Dr. Downey reported that he will be taking several students to the General Assembly on Thursday, January 23.

The Walk for Hope will be on Saturday, March 28 at BRCC.

Dr. Downey gave an update on the budget which has been especially challenging over the last eight years with continued declines in enrollment. The college is hoping that G3 will impact/increase enrollment which will help with the budget; if there isn't an improvement in enrollment, then BRCC will have to look into layoffs like other colleges have.

U.S.S Indianapolis presentation will be at BRCC April 3 and 4th.

With no further business, the meeting was adjourned at 7:50 p.m.