

**Blue Ridge Community College**  
**College Board Meeting**  
**January 9, 2019**

**Board Members Present**

- Mr. Rodney Alderfer
- Mr. Michael Bedwell
- Ms. Debra Callison
- Ms. Joyce Colemon
- Ms. Lynn Dively
- Mr. John Matherly
- Ms. Beverly McGowan
- Mr. Dave Metz
- Mr. Frank Tamberrino

**Members Absent**

- Ms. Joanie Eiland
- 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**

Ms. Colemon welcomed everyone and called the meeting to order.

**Moment in Mission**

Dr. Downey introduced Tim Nicely, BRCC Human Resources Director who gave an update on the Great Colleges to Work For survey, noting that BRCC averages are higher than the averages of the other two-year schools that participate. BRCC has been recognized as a great college 9 out of the 10 years that we have participated and we review the data collected to evaluate trends, areas of improvement, etc.

**Minutes**

**Mr. Matherly moved to approve the minutes from the November 14, 2018 College Board meeting and Mr. Bedwell seconded; they were approved unanimously.**

**Finance and Facilities Committee**

### **Local Funds Financial Report**

Ms. Page presented the local funds financial results for the five months ended November 30, 2018.

**These were recommended from committee for approval and to be filed for audit: this was approved unanimously.**

### **Information Items**

Ms. Page reviewed information on enrollment by localities which has remained very consistent as well as info on the number of shuttle riders and participants in the rec center.

### **Curriculum and Student Affairs Committee**

Dr. Young reported for the committee.

Approval of the new CSC in Civic Engagement.

**This was recommended from committee for approval: this was approved unanimously.**

Approval of the new CSC in Accounting.

**This was recommended from committee for approval: this was approved unanimously.**

Approval of the new CSC in Early Childhood Development II.

**This was recommended from committee for approval: this was approved unanimously.**

### **Consent Agenda**

#### **1. Program Changes**

1. Add AST 101 Keyboarding to the AAS in Business Management, Administrative Assistant Specialization. **This was recommended from committee for approval; this was approved unanimously.**

#### **2.**

1. Change the catalog description of the Commercial Pilot CSC  
**This was recommended from committee for approval; this was approved unanimously.**
2. Change the title of BUS 227 from Quantitative Methods to Business Analytics.  
**This was recommended from committee for approval; this was approved unanimously.**
3. Change the title of the CSC in Early Childhood Development to Early Childhood Development I. **This was recommended from committee for approval; this was approved unanimously.**

4. Change the course name and course description of BIO 145, currently Human Anatomy and Physiology for the Health Sciences. **This was recommended from committee for approval; this was approved unanimously.**
5. Change the course description for BIO 141 Anatomy and Physiology I because it is currently the same as BIO 142. **This was recommended from committee for approval; approved unanimously.**
6. Change the course description for BIO 142 Anatomy and Physiology II because it is currently the same as BIO 141. **This was recommended from committee for approval; approved unanimously.**
7. Change the title and course description for:
  - i. ENG 241 Survey of American Literature I
  - ii. ENG 242 Survey of American Literature II
  - iii. ENG 243 Survey of English Literature I
  - iv. ENG 244 Survey of English Literature II

**These were recommended from committee for approval; approved unanimously.**
3. Discontinue the CSC in Geographic Information Systems (GIS).  
**This were recommended from committee for approval; approved unanimously.**
4. Discontinue Tech Studies Specialization and certificates. **This were recommended from committee for approval; approved unanimously.**

#### Information Items

1. Status of curriculum
  - a. Emergency Medical Services: AAS degree has been approved by SCHEV
  - b. Automotive Analysis and Repair: AAS degree has been approved by SCHEV
2. Get Skilled, Get a Job, Give Back (G3) Initiative Planning Grant
3. Software Updates
  - i. Courseleaf Update-work on the curriculum module (CIM) will begin in the spring semester, first data file has been sent to Courseleaf to begin a preliminary workflow structure.
  - ii. EA Navigate Update-BRCC is on track to complete all curriculum changes by the February 2019 College Curriculum Committee meeting and the

March 2019 College Board meeting so that we are ready to implement Navigate in April 2019.

- iii. CANVAS-Pilot implementation in approximately 20 sections of courses is occurring in the spring 2019 semester. Full implementation in the summer and fall of 2019.

4. Possible new curriculum for this year

- i. AAS in Physical Therapy Assistant
- ii. AAS in Surgical Technology

- 5. ACEN (the nursing program accreditor) will be on-site for a Focused Visit on February 5. The visit is in response to BRCC's adoption and implementation of the new VCCS AND Statewide Curriculum (concept-based).

**Personnel Report**

Ms. Page reviewed the personnel report on page 42.

**Enrollment**

Dr. Young distributed and reviewed the enrollment-enrollment looks to be down about 7% for spring, many colleges in the VCCS are down 15-20%.

**Educational Foundation**

Ms. Kiger reviewed the reports for the BRCC Educational Foundation, noting that there is 100% participation from the boards which is very important when Dr. Downey talks with donors in the community. Ms. Kiger noted how important the annual fund and unrestricted funds are to support the needs of the college. The Foundation received two estate gifts in late December which are both for scholarship endowments and will provide more than \$24,000 in additional scholarship funds each year.

Spring Fling is Friday, April 12 with a school spirit theme.

The Foundation has a Thank a Thon scheduled for January 15.

The Foundation will be participating in the Harrisonburg Rockingham Community Foundation Big Give this year which is April 17.

**Old Business**

Graduation is Saturday, May 4 with a rain date of Monday, May 6.

**New Business**

There was no new business.

**Dr. Downey's Report**

Dr. Downey is now the chair of the Harrisonburg Rockingham Chamber of Commerce.

#### Legislative updates from the VCCS

This is reported to be a challenging year in the VCCS, especially due to state tax conformity. Due to the federal tax change of increasing the federal standard deduction many people will not be itemizing. If people do not itemize federally they cannot for state, so the tax rate may be higher in VA. The governor is suggesting to leave/state will collect windfall, some delegates/senators want to change the VA standard deduction in alignment with the federal deduction.

The VCCS is focusing on more money for Fast Forward and to evaluate the need for academic advisors as per the JLARC study.

Waynesboro Online Outpost-The General Assembly allocated \$100,000 to BRCC for the Waynesboro Online Outpost which will be minimally staffed. This will provide a place for people to register and take the placement test and to work online for classes, especially if they do not have access to high speed internet at home. This will be co-located with a private business that works with cyber security and the Go-VA grant.

The VCCS State Board for Community Colleges will be meeting in Harrisonburg March 20-21; Dr. Downey asked the BRCC Board to keep the days open for a possibility of a meeting with the State Board.

Dr. Downey noted that BRCC will start working on the 5<sup>th</sup> year report the end of spring semester, it is due in 2020.

Dr. Downey reviewed the calendar of upcoming events, highlighting the Legislative Reception February 6 in Richmond.

With no further business, the meeting was adjourned at 8:00 p.m.

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Mr. Matt Sunderlin  
College Board Chair

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Dr. John A. Downey  
College Secretary