

**Blue Ridge Community College
College Board Meeting
November 8, 2017**

Board Members Present

- Mr. Rodney Alderfer (attended the Board meeting but did not attend the Finance and Facilities Committee meeting)
- Mr. Michael Bedwell
- Ms. Joyce Colemon
- Ms. Beverly McGowan
- Mr. Dave Metz
- Dr. Linda Revia
- Mr. Matt Sunderlin
- Mr. Frank Tamberrino

Members Absent

- Ms. Debra Callison
- Mr. John Matherly
-

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

Dr. Revia welcomed everyone to the meeting in this 50th anniversary year and called the meeting to order.

Moment in Mission

Dr. Downey introduced Mr. Jeff Lanigan, BRCC Assistant Professor of History, and they gave an overview of the recent College Retreat. They noted that it was well attended and people seemed very engaged with the keynote speaker Susan Hays who presented with a focus on the book Switch, as well as the college 'bright spots'.

Minutes

Mr. Sunderlin moved to approve the minutes from the September 13, 2017 College Board meeting and Ms. Colemon seconded; this was approved unanimously.

Finance and Facilities Committee

Local Funds Financial Report

Ms. Page presented the local funds financial reports for the three months ended September 30, 2017. **Mr. Alderfer moved that these reports for approval and to be filed for audit, Mr. Sunderlin seconded; this was approved unanimously.**

Facilities Projects Update

Ms. Page reviewed the status of construction projects.

Parking deck-currently the project is 17 days behind schedule and the college has asked S.B.Ballard, the construction company, for a recovery plan. Ms. Page shared a powerpoint presentation with the committee that showed the progress of the parking deck.

Bioscience Building-Ms. Page reported that the Gross Maximum Price for the project has been calculated to be approximately \$1 million less than the budget. Because of this savings, the covered walkway between J building and the bioscience building will be included in the project. The saving results from construction inflation being less than projected. The project will not begin until March as the college is concerned about having to use overflow parking in case of snow.

Report on Audits

Ms. Page reviewed three recent audits

Community College System Audit by the Auditor of Public Accounts for the Year Ended June 30, 2016. In this audit it was noted that eight colleges had problems with data reported to the National Student Loan Data System. This issue is related to the software. Blue Ridge had corrected the issue and will continue to monitor and correct as needed. Because Blue Ridge had corrected the reporting, no corrective action was required. This was the only finding related to BRCC in the report.

Workforce Credentials Grant On-Site Monitoring By VCCS Team. This compliance audit was performed because the WCG is a new program this year. Blue Ridge was commended on many aspects of the audit and findings related to minor paperwork errors. Blue Ridge will provide a statement of corrective action to avoid these error in the future. Dr. Downey commented that Susan Carter in Financial Services was commended for her reconciliation process and her method is being recommended to other schools.

Dislocated Worker Job Driven Grant for Fiscal Year 2017 by the Shenandoah Valley Workforce Development Board. There were no findings and no concerns related to this program.

Curriculum and Student Affairs Committee

Mr. Tamberrino reported for the committee, referring to the lengthy agenda.

Approval of change to the academic calendar from “summer, fall, spring” to “fall, spring, summer”. **This was recommended from committee for approval; approved unanimously.**

Approval to activate new VCCS math courses, discontinue old math courses in the BRCC Catalog. **This was recommended from committee for approval; approved unanimously.**

Approval of math course changes (chart below). **This was recommended from committee for approval; approved unanimously.**

Item	Page	Program	Proposed Change
a.	C-12	Associate of Applied Science (AAS) Program Requirements	Remove “old” math courses from Required AAS General Education Courses: MTH 103, MTH 104, MTH 141, MTH 151, MTH 157, MTH 163, MTH 164, MTH 166, MTH 173, MTH 174 and MTH 270
b.	C-13	Associate of Applied Science (AAS) Program Requirements	Add “new” math courses to the Required AAS General Education Courses: MTH 111, MTH 132, MTH 154, MTH 161, MTH 162, MTH 167, MTH 245, MTH 261, MTH 263, and MTH 264
c.	C-15	AAS Aviation Maintenance Technology	Replace MTH 103 with MTH 111
d.	C-16	Certificate Powerplant Maintenance	Replace MTH 103 with MTH 111
e.	C-17	Certificate Airframe Maintenance	Replace MTH 103 with MTH 111
f.	C-18	AAS Accounting	Replace MTH 141 with MTH 132
g.	C-19	AAS Mechanical Design Technology	Replace MTH 163 with MTH 161 Replace MTH 164 with MTH 162
h.	C-20	AAS Advanced Manufacturing Technology	Replace MTH 103 with MTH 111 Replace MTH 163 with MTH 161
i.	C-21	AAS Advanced Manufacturing Technology – Mechatronics Specialization	Replace MTH 103 with MTH 111

Item	Page	Program	Proposed Change
j.	C-22	AAS Advanced Manufacturing Technology – Manufacturing Operational Excellence Specialization	Replace MTH 103 with MTH 111
k.	C-23	AAS Advanced Manufacturing Technology – Bio Technology Specialization	Replace MTH 103 with MTH 111
l.	C-24	CSC Mechatronics I	Replace MTH 103 with MTH 111
m.	C-25	AAS Business Management	Replace MTH 141 with MTH 132
n.	C-26	AAS Information Systems Technology – Cybersecurity Specialization	Replace MTH 103 with MTH 111 Replace MTH 151 with MTH 154
o.	C-27	AA&S College/University Transfer Program Requirements	Remove “old” math courses from Required General Education Courses: MTH 151, MTH 157, MTH 163, MTH 164, MTH 173, MTH 174 and MTH 270
p.	C-28	AA&S College/University Transfer Program Requirements	Add “new” math courses to Required General Education Courses: MTH 154, MTH 161, MTH 162, MTH 167, MTH 245, MTH 261, MTH 263, and MTH 264
q.	C-29	AA&S College/University Transfer Approved Electives	Remove “old” math courses from Approved Electives: MTH 177, MTH 277 and MTH 287
r.	C-30	AA&S College/University Transfer Approved Electives	Add “new” math courses to Approved Electives: MTH 265 and MTH 288
s.	C-35	AS Science, Approved Electives	Remove “old” math courses from Approved Electives for AS degree: MTH 163, MTH 164, MTH 166, MTH 177, MTH 277, MTH 285, MTH 287, MTH 291

Approval of changes to the AAS in Information Systems Technology and the AAS in Information Systems Technology, IT for Business Specialization- **These were recommended from committee for approval; approved unanimously.**

Replace MTH 103 with MTH 111

Change “elective” requirement to “general education” requirement

Approve changes to the AAS Management, Administrative Assistant Specialization. **These were recommended from committee for approval; approved unanimously.**

Replace MTH 141 with MTH 132

Remove AST 201, replace with AST 238

Remove AST/BUS/FIN elective, replace with BUS 118

Remove PSY 105, replace with FIN 107

Approve changes to the AA&S College University Transfer, Psychology Specialization. **These were recommended from committee for approval; approved unanimously.**

Replace MTH 151 with MTH 154

Replace MTH 163 with MTH 161

Replace MTH 157 with MTH 245

Add CST 100 as an option for CST 110

Add PSY 213 as a prerequisite to PSY 211

Approve changes to the AS Science rationale and course sequence. **These were recommended from committee for approval; approved unanimously.**

Update AS Science General Education Rationale to reflect 8 math credits instead of 10
Reduce the number of credits in the first semester of the course sequence to 15 and the second semester to 14 credits to reflect the change in credits with the new math courses.
Replace the elective in the second semester with a social/behavioral science.

Approve changes to the AS Science Program Requirements and Approved Electives. **These were recommended from committee for approval; approved unanimously.**

Remove “old” math courses from Required General Education Courses for the AS degree: MTH 173, MTH 174 or MTH 157 plus an additional 2 credits of MTH electives from the approved electives, and change Mathematics credits from 10 to 8.

Remove “Other Required Courses for Degree” section

Add “new” math courses to Required General Education Courses for the AS degree: MTH 263 and MTH 264 or MTH 245 plus an additional one credit of MTH elective from the list of approved electives courses for the AS degree in Science.

Add “new” math courses: MTH 161, MTH 162, MTH 167, MTH 265, MTH 266, MTH 267, MTH 265, MTH 266, MTH 267, and MTH 288

Add EDU 200 as an approved elective for the AS Science

Approve addition of new math prerequisites to non-math courses. Page C-57. **These were recommended from committee for approval; approved unanimously.**

Item	Discipline	Proposed
a.	Aviation Maintenance Technology	MTH 111 prerequisite for AMT 103 MTH 111 prerequisite for AMT 105
b.	Business Management and Administration	MTH 161 prerequisite for BUS 221 MTH 245 and MTH 263 or MTH 261 for BUS 227
c.	Computer Science	MTE 1-9 prerequisite for CSC 200 MTH 263 prerequisite for CSC 205
d.	Engineering	MTH 161 prerequisite for EGR 130 MTH 263 prerequisite for EGR 263
e.	Physics	MTH 111 prerequisite for PHY 100 MTH 162 or MTH 167 prerequisite for PHY 201-202 MTH 264 co-requisite for PHY 241 MTH 265 co-requisite for PHY 242
f.	Psychology	MTH 245 prerequisite for PSY 213

Approve discontinuation of ACC 115 that is no longer required for any programs. **This was recommended from committee for approval; approved unanimously.**

Approve changes to the AAS in Business Management. **These were recommended from committee for approval; approved unanimously.**

Replace PSY 105 with FIN 107

Replace BUS elective with BUS 118

Approve changes to the CSC in Information Technology. **These were recommended from committee for approval; approved unanimously.**

Change option of ITE 120 or CSC 200 to ITE 120; change ITP 100 to include option for CSC 200.

Remove option for an IT Elective from ITP 296 or ITP 298.

Approve new Automotive Analysis and Repair programs. **These were recommended from committee for approval; approved unanimously.**

AAS Automotive Analysis and Repair

CSC Automotive Analysis and Repair – Undercar and HVAC

CSC Automotive Analysis and Repair – Fuel and Electrical Systems

CSC Automotive Analysis and Repair – Mechanical Systems

Approve activation of EMS courses and BIO 145 from the VCCS Master Course File to the BRCC Catalog. **This was recommended from committee for approval; approved unanimously.**

Approve BIO 145 as an approved general education course for applied science degrees. **This was recommended from committee for approval; approved unanimously.**

Approve new Emergency Medical Services programs. **These were recommended from committee for approval; approved unanimously.**

AAS Emergency Medical Services

CSC Emergency Medical Technician (EMT)

CSC Advanced Emergency Medical Technician (A-EMT)

Certificate in Paramedic

Dr. Young shared several information items with the board.
The nursing curriculum is being redesigned across the VCCS.

EMS training- The regional EMS council is not able to offer EMS training so they are working with BRCC to offer EMS training starting next Fall.

BRCC is still working with the VCCS on the Associates of Fine Arts degree.

The Advance Manufacturing Technology degree is going to the state board for approval later in November.

Automotive is currently a diploma program, BRCC's only diploma, so the college is looking to update it to an Associate Degree with certificates imbedded. This will allow students to qualify for stackable credentials which is especially important since automotive students often find job before completing their diploma.

Personnel Report

Ms. Page gave a summary of the personnel report on page 109.

Enrollment

Dr. Young distributed and reviewed the enrollment report. Dr. Young reported that BRCC is down just a little currently for Fall Enrollment, about the middle within the colleges of the VCCS.

Educational Foundation

Ms. Kiger gave an overview of Foundation report, noting that they are at 92% participation from the college board members for this fiscal year and at about the same with the Foundation Board. She and Dr. Downey thanked everyone for their support, noting that it is very helpful to them when working with community members to report that both boards are very supportive- 100% participation is especially helpful. Ms. Kiger reported that the 50th gala went very well with great participation from the community.

The community breakfast series went especially well this year with record attendance in several of the localities. Ms. Kiger noted that Chip Yates, long-time volunteer in the Foundation office will be moving out of the area soon so they will be hosting a going away reception at the end of November to celebrate his long-time support of the college. The Foundation will be soliciting support from Nursing and Vet Tech alumni as part of the 50th anniversary year.

New Business

Dr. Downey asked for suggestions for graduation speakers; graduation is Saturday, May 12, 2018.

The college is working to participate in more community events, including county fairs and will be in the upcoming Veteran's Day parade in Harrisonburg on November 12 and the three area holiday parades.

As part of the 50th anniversary year, there was a college wide celebration in September, and as part of the celebration, the road that goes from the north entrance to the south entrance was named James R. Perkins way.

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

Dr. Linda Reviea
College Board Chair

Dr. John A. Downey
College Secretary