

**Blue Ridge Community College**  
**College Board Meeting**  
**March 14, 2018**

**Board Members Present**

- Mr. Rodney Alderfer
- Mr. Michael Bedwell
- Ms. Debra Callison
- Ms. Joyce Colemon
- Ms. Lynn Diveley
- Mr. John Matherly
- Mr. Dave Metz
- Mr. Matt Sunderlin
- Mr. Frank Tamberrino

**Members Absent**

- Ms. Beverly McGowan (Ms. McGowan attended the Finance Committee meeting but did not stay for the full board meeting)
- Dr. Linda Reviea

**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. Sunderlin welcomed everyone and called the meeting to order.

**Moment in Mission**

Dr. Downey introduced BRCC students Ms. Loretta Wenger and Mr. Mahlik “Mo” and asked them to introduce themselves. They both explained their backgrounds, talked about their recent visit to the General Assembly, their educational goals and how important BRCC has been to them.

**Minutes**

**Mr. Tamberrino moved to approve the minutes from the January 8, 2018 College Board meeting and Mr. Matherly seconded; they were approved unanimously.**

**Finance and Facilities Committee**

### **Local Funds Financial Report**

Ms. Page presented the local funds financial reports for the three months ended January 31, 2018. **These reports were recommended from committee for approval and to be filed for audit; this was approved unanimously.**

Ms. Page distributed a parking plan for the Board to review; the VCCS requires an updated parking plan every two years.

**The parking plan was recommended from the committee for approval; this was approved unanimously.**

### **Facilities Projects Update**

Ms. Page reviewed the status of campus construction projects.

**Parking deck** – The College received approval to start using the parking deck in January which is being utilized by students and employees. The construction company is working on adding the conduit for the cameras.

**Bioscience**-construction on the bioscience building is expected to start the end of March and there is a fourteenmonth build schedule with an anticipated opening in Fall 2019.

### **Investment Policy**

Ms. Page reviewed the Investment Policy reminding the Board that College Boards are to have an Investment Policy and noted that this one matches the VCCS Investment Policy.

**The Investment Policy was recommended from committee for approval; this was approved unanimously.**

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

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

### **ACTION ITEMS**

1. Approval of activation of the following courses from the VCCS Master Course File to the BRCC Catalog. **These were recommended from committee for approval; these were approved unanimously.**
  - a. MTH 281 – Introductory Abstract Algebra
  - b. MTH 280 – College Geometry
  - c. NSG 115 – Healthcare Concepts for Transition
  - d. MKT 282 Principles of E-Commerce
  - e. MKT 284 Social Media Marketing
  - f. ADJ 134 Collection and Preservation of Physical Evidence
  - g. ADJ 173 Forensic Photography I

- h. ADJ 231 Community Policing
2. Approval to remove the following courses from Associate of Arts and Sciences approved electives: ADJ 110, ADJ 111, ADJ 120, ADJ 140, ADJ 161, ADJ 215, ADJ 216, ADJ 228, ADJ 229, ADJ 232, ADJ 234, ADJ 236, and ADJ 245. **These were recommended from committee for approval; these were approved unanimously.**
  3. Approval of changes to the AAS in Human Services
    - a. Replace SOC 215 Sociology of the Family with PLS 135 American National Politics. **This was recommended from committee for approval; this was approved unanimously.**
  4. Approval of changes to the Associate of Arts and Sciences, College University Transfer: Business Administration Specialization. **These were recommended from committee for approval; these were approved unanimously.**
    - a. Replace Mathematics I (math elective) with MTH 161 Pre-calculus
    - b. Replace Mathematics II (math elective) with MTH 261 Applied Calculus
    - c. Replace MTH 157 Elementary Statistics with MTH 245 Statistics I
  5. Approval of changes to the AAS in Computer and Electronics Technology and AAS in Computer and Electronics Technology – Secure Computer Networking Specialization. **These were recommended from committee for approval; these were approved unanimously.**
    - a. Replace MTH 103 and MTH 104 with MTH 111 and a technical elective
    - b. Replace MTH 163 and MTH 164 with MTH 161 and MTH 162 for transfer only
    - c. Remove PHY 201 option
    - d. Remove HLT/PED Requirements
    - e. Remove 1 social science elective
  6. Approve changes to the AAS in Administration of Justice. **These were recommended from committee for approval; these were approved unanimously.**
    - a. Approval to discontinue specialization in Law Enforcement and specialization in Corrections in the AAS in Administration of Justice degree
    - b. Replace Mathematics/Natural Science with MTH 154 Quantitative Reasoning, CHM 110 Survey of Chemistry, BIO 101 General Biology I, GOL 105 Physical Geology, or PHY 100 Elements of Physics
    - c. Replace ADJ 120 Introduction to Courts with ADJ 211 Criminal Law, Evidence and Procedures I
    - d. Replace ADJ elective with SPA 150 or SPA 101 or ASL 101

- e. Add social science elective: PLS 135, PLS 211, PLS 212, HIS 121, HIS 122
  - f. Remove ENG 112 as a requirement and add ENG 112 or ENG 115 as options for ADJ 215
  - g. Replace social behavioral science elective with PSY 200 or SOC 200
  - h. Add ADJ 117 as an option for ADJ 140
  - i. Add approved electives for ADJ program: ACC 211, BUS 100, UMS 107, UMS 111, UMS 177, UMS 211, GIS 200, GIS 201, SPA 150, SPA 100, SPA 102, SPA 201, SPA 202, ASL 101, ASL 102, ASL 103
  - j. Revision to CSC in Applications in Law Enforcement: Remove ADJ 236, ADJ 228, ADJ 232, and the ADJ elective. Credits reduced from 24 to 12.
  - k. Revision to CSC in Applications in Corrections: Remove ADJ 145, ADJ 245, ADJ 248, ADJ elective. Replace ITE 119 with ENG 111. Replace ADJ 110 with ADJ 140. Credits reduced from 21 to 9.
7. Approval of new proposals. **These were recommended from committee for approval; these were approved unanimously.**
- a. AAS in Business Management: Marketing Specialization
  - b. Career Studies Certificate in Marketing
8. Approval of changes to the Administrative Assistant Career Studies Certificate. **These were recommended from committee for approval; these were approved unanimously.**
- a. Name change from Administrative Assistant to Office Support Technologies
  - b. Delete ACC 115 Applied Accounting or ACC 211 Accounting I
  - c. Delete AST 201 Keyboarding III
  - d. Delete ENG 111 College Composition I or ENG 116 Writing for Business
  - e. Add AST 238 Word Processing I
  - f. Add ITD 110 Web Page Design I as an alternate choice to ITD 130 Database Fundamentals
  - g. Change catalog program description
9. Approval of addition to Credit for Prior Learning Manual. **These were recommended from committee for approval; these were approved unanimously.**
- a. Award credit for EMS 100 for Basic Life Support (BLS) Provider Certification or BLS Instructor Certification
  - b. Award credit for EMS 111 and EMS 120 for Emergency Medical Technician (EMT) certification

- c. Award credit for EMS 111, EMS 120, EMS 151, EMS 152, and EMS 170 for Advanced EMT (A-EMT) certification
  - d. Award credit for EMS 111, EMS 120, EMS 151, EMS 152, EMS 154, EMS 155, EMS 157, EMS 159, EMS 170, EMS 201, EMS 205, EMS 207, EMS 209, EMS 211, EMS 216, EMS 242, EMS 243, EMS 244 and EMS 245 for Paramedic Certification
  - e. Students who hold an Emergency Medical Technician Intermediate (EMT-I) certification may be eligible for credit for prior learning, and should consult the program director.
  - f. Award credit for ADJ 134 for completion of 40-hour DCJS Crime Scene Processing and Evidence Collection Training
  - g. Award credit for ADJ 229 and ADJ 231 for DCJS Crime Prevention Specialist Certification
  - h. Award credit for ADJ 173 for completion of 40-hour DCJS Crime Scene Photography training
  - i. Award credit for ADJ 112, ADJ 100, ADJ 133, ADJ 215 and ADJ 227 for certificate in Police Executive Leadership Development (Administrative Officers Course) from Southern Police Institute
10. Approval of Service Animal Policy. Dr. Young reviewed the Service Animal Policy.

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

## **INFORMATION ITEMS**

- 1. State Approval Status
  - a. Nursing
  - b. Emergency Medical Services
  - c. Associate of Fine Arts
  - d. Advanced Manufacturing
  - e. Automotive
  - f. Business Management – Marketing Specialization and Marketing CSC
- 2. Accreditation
  - a. SACSCOC
    - i. Veterinary Assisting at Chesterfield
    - ii. Nursing

- iii. Emergency Medical Services
- iv. Associate of Fine Arts
- b. Veterinary Technology
- c. Automotive
- d. Emergency Medical Services

### **Personnel Report**

Ms. Page reviewed the personnel report on page 84.

### **Enrollment**

Dr. Young distributed and reviewed the enrollment report noting that as of this morning BRCC's Spring Enrollment is up about 2 ½%, the first time in about 5 years. BRCC is one only three or four VCCS colleges up at this time.

### **Educational Foundation**

Ms. Kiger reviewed the reports for the BRCC Educational Foundation, noting they are optimistic about reaching the Annual Fund goal of \$125,000.

Dr. Downey noted that there has been 100% participation of both the Foundation Board and the College Board which is very helpful for the Foundation to share with the community in their fundraising efforts.

Ms. Kiger reviewed info regarding Spring Fling which is Friday, April 20 with a theme of Starry Nights.

Spring is always an especially busy time for the Foundation; Ms. Kiger reported on several events including the Thank-a-Thon, the Foundation Board retreat, which had a stewardship theme, and the upcoming Scholarship Luncheon which has over 180 registered guests.

### **Old Business**

#### **Graduation**

Dr. Downey reminded everyone that graduation will be Saturday, May 12, 2018 and that Warren Wise, retired BRCC math professor will be the graduation speaker.

### **Report from the president**

Dr. Downey reported that two friends of the College had passed away recently: Frank Summers, an original board member and continued supporter and Jim Eiland, long time electronics instructor and supporter of the college.

Dr. Downey reported that the Virginia General Assembly finished the session without a budget so there are a lot of questions about the budget at this point.

BRCC has had a pilot program, "Blue Ridge Scholars," with Harrisonburg High School where students can earn an AAS degree in the weeks before their high school graduation. One of the students from this year's class has been accepted into Harvard and will start this fall as a junior.

Dr. Downey will be recognized as the "Business Person of the Year" at the Greater Augusta Regional Chamber awards banquet.

With no further business, the meeting was adjourned at 7:45 p.m.

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Mr. Matt Sunderlin  
College Board Vice-Chair

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Dr. John A. Downey  
College Secretary