

Blue Ridge Community College
College Board Meeting
May 8, 2019

Board Members Present

- Mr. Rodney Alderfer
- Mr. Michael Bedwell
- Ms. Joyce Colemon
- Mr. John Matherly
- Ms. Beverly McGowan
- Mr. Ron Ramsey
- Mr. Frank Tamberrino

Members Absent

- Ms. Debra Callison
- Ms. Lynn Diveley
- Mr. Dave Metz

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 invited everyone to go on a tour of the soon to be completed biosciences building. Dr. Young and John Keene led the tour providing information about the new building and the programs to be housed in it.

Minutes

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

Finance and Facilities Committee**Local Funds Financial Report**

Mr. Alderfer asked Ms. Page to present the local funds financial results for the seven months ended March 31, 2019. Ms. Page reported that the Parking, Student Activities and Recreation Center funds are not expected to achieve their budgeted revenue this year because of declining

enrollment. The Bookstore commission is also not expected to meet its revenue budget due to declining enrollment and the expanded use of online resources; expenditures will be adjusted to achieve balanced budgets. **These reports were recommended from committee for approval and to be filed for audit: this was approved unanimously.**

Ms. Page and Mr. Alderfer reviewed the proposed budget for 2019-2020. **The budget was recommended for approval and to be filed for audit.**

Ms. Page distributed and reviewed a campus map for the proposed parking lot near the soccer fields.

Curriculum and Student Affairs Committee

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

Action Items

1. Approval of the discontinuation of the CSC in Commercial Pilot
Due to continued low enrollment, it has been recommended to discontinue the CSC in Commercial Pilot; these courses will be offered non-credit. **This was recommended from committee for approval; this was approved unanimously.**
2. Approval of 2019-2020 Curriculum Advisory Committees. The lists of committee members were emailed to the board members prior to the meeting. **The proposed 2019-2020 Curriculum Advisory Committees were recommended from committee for approval; they were approved unanimously.**

Consent Agenda

1. Course Changes
 - a. Activate REL 230-**This was recommended from committee for approval; this was approved unanimously.**
 - b. Add REL 230 Religions of the World to the AA & S, AS and AAS Required General Education Courses list and remove REL 231 Religions of the World I. **This was recommended from committee for approval; this was approved unanimously.**
 - c. Change the number of credits in ESL 41 Composition II from 4 credits to 3 credits-**This was recommended from committee for approval; this was approved unanimously.**
 - d. Change the number of credits in ESL 42 Reading II from 6 credits to 3 credits and add co-requisite CST 100 Public Speaking. **This was recommended from committee for approval; this was approved unanimously.**
 - e. Change the number of credits in ESL 52 Reading III from 4 credits to 3 credits. **This was recommended from committee for approval; this was approved unanimously.**
 - f. Discontinue HMS 106 Working with Death and Dying and HMS 236 Gerontology. **This was recommended from committee for approval; this was approved unanimously.**
 - g. Program Changes

- a. Replace CSC 205 Computer Organization with “Approved Elective” in AS Computer Science Specialization- **This was recommended from committee for approval; this was approved unanimously.**
 - b. Add ITP 258 Systems Development Project and CSC 205 Computer Organization as approved electives-**This was recommended from committee for approval; this was approved unanimously.**
 - c. Remove Commercial Pilot Credits from the Credit for Prior Learning-**This was recommended from committee for approval; this was approved unanimously.**
 - d. Remove credit for nTelos Management Training Program credits from Credit for Prior Learning Manual: BUS 118-**This was recommended from committee for approval; this was approved unanimously.**
2. Award Credit for Prior Learning for ADJ 105 The Juvenile Justice System for VDCJS School Security Officer Training- **This was recommended from committee for approval; this was approved unanimously.**

Information Items

1. Emergency Medical Services, Paramedic Certificate-expected to be included on the May 15-16, 2019 State Board Meeting Agenda for approval.
2. G-3 Update

Personnel Report

Ms. Page reviewed the personnel report on page 51.

Enrollment

Dr. Young distributed and reviewed the enrollment report-enrollment is down 50-60 FTES.

Educational Foundation

Ms. Kiger distributed and reviewed the reports for the BRCC Educational Foundation, noting that the Annual Fund is very close to reaching the goal of \$130,000. The Foundation participated in the Great Community Give this year which raised \$5794 with 23 new donors and 92 donors total. Ms. Kiger noted that the Annual Fund raises unrestricted funds which are especially important for supporting a variety of activities around the college. This year they have been used in coordination with a VCCS grant for career coaches, for scholarships, tutors, a transition coach, part-time dual enrollment coordinator and other projects.

Foundation Board members have been attending high school programs to distribute scholarships.

Spring Fling was Friday, April 12 with a school spirit theme. The net revenue was a little higher this year than other years with 188 people in attendance. Next year will be the 25th anniversary of Spring Fling and will be held on Friday, April 17.

The Foundation will be hosting a Thank-a-Thon in July.

Old Business

Graduation was Saturday, May 4 and Joyce Colemon was the speaker. Dr. Downey thanked everyone for their support of the event.

President's Evaluation

The BRCC staff left the room for the review and discussion of the evaluation letter for Dr. Downey.

The Board voted unanimously to endorse and sign the letter to the Chancellor for Dr. Downey's evaluation.

Board Self Evaluation

This year the board was asked to complete a self-evaluation, similar to one that the Foundation Board has completed over the last few years. The info was collected by the College's Institutional Research Office which will compile it for Dr. Downey.

New Business

Liaison to the Foundation Board

Since Beverly McGowan is rotating off of the board, a new liaison to the Foundation board will be needed. **Mr. Ramsey nominated Mr. Metz, Ms. Colemon seconded; this was approved unanimously.**

July Meeting

Due to lack of anticipated items over the summer, Mr. Tamberrino moved that the July meeting be canceled, this was seconded by Mr. Matherly. This was approved unanimously.

Mission, Vision, Values and Strategic Directions

Dr. Downey shared and reviewed the Mission, Vision, Values and Strategic Directions that have been recommended by the College Planning Committee. **Mr. Bedwell recommended for approval, Ms. Colemon seconded; this was approved unanimously.**

President's Report

Dr. Downey gave a report on recent economic development events in the region, especially the Merck expansion and its impact on the soon to be opened Bioscience building.

Shared Services has been continuing with some challenges relating to procurement. The VCCS is aware and has been working with the Shared Services Center to address.

Dr. Downey thanked the four outgoing board members for their service: Joyce Colemon, Beverly McGowan, Rodney Alderfer, and Lynn Diveley.

With no further business, the meeting was adjourned at 8:45 p.m.

Mr. Matt Sunderlin
College Board Chair

Dr. John A. Downey
College Secretary