

Blue Ridge Community College
College Board Meeting
September 12, 2018

Board Members Present

- Mr. Michael Bedwell
- Ms. Debra Callison
- Ms. Joanie Eiland
- Mr. John Matherly
- Mr. Dave Metz
- Mr. Matt Sunderlin
- Mr. Frank Tamberrino

Members Absent

- Mr. Rodney Alderfer
- Ms. Joyce Colemon
- Ms. Lynn Diveley
- Ms. Beverly McGowan

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. Dr. Downey introduced new board member Joanie Eiland who is filling in the vacated City of Staunton position since Dr. Reviea moved out of the area.

Moment in Mission

Dr. Downey introduced Scott Vanderkooi, BRCC EMS instructor. Mr. Vanderkooi gave an overview of the process to get the BRCC EMS program started and accredited. He indicated that job prospects in the region are excellent in this field of study.

Minutes

Mr. Tamberrino moved to approve the minutes from the May 9, 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 results for the twelve months ended June 30, 2018 and the one month of the current fiscal year ended July 31, 2018. **There was a motion to approve and to be filed for audit by Mr. Matherly, seconded by Mr. Bedwell; this was approved unanimously.**

Facilities Projects Update

Ms. Page reviewed the status of construction projects.

- The roof of J building was replaced this summer.
- Parking Deck-the BRCC logo has been placed on the side of the deck.
- Bioscience Building-The construction on the Bioscience Building is underway and is proceeding on schedule. Ms. Page shared photos of the construction with the board members.

New Business:

Ms. Page reviewed the findings for BRCC included in the audit of the community college system by the Auditor of Public Accounts for the year ended June 30, 2017. Ms. Page reported that none of the findings were repeat findings and procedures have been put in place to correct the issues noted.

Signs for North and South Entrance:

The Chancellor approved signs for the north and south entrance to the college. The South entrance sign was struck by a vehicle and needs replacement. A matching sign will be added at the North campus entrance, and a direction sign will be added on the South driveway.

Curriculum and Student Affairs Committee

Dr. Young reported for the committee.

INFORMATION ITEMS

1. Status of curriculum going to VCCS and SCHEV
 - a. The Advanced Manufacturing Technology AAS degree and CSC's have been approved by SCHEV and SACSCOC.
 - b. The Associate of Fine Arts degree in Visual Arts was withdrawn from SCHEV consideration.
 - c. The EMS degree was approved by the VCCS; we are currently addressing concerns from SCHEV. A non-credit EMS program is being taught this fall, with the credit program planned to start Spring 2019.
 - d. The Auto degree package was approved by VCCS; we are currently addressing concerns from SCHEV.

- e. The Marketing Specialization was approved by the VCCS.
- 2. Catalog Update-the online catalog implementation using Courseleaf Software is ongoing and we are getting close. We do have a number of curriculum issues we have discovered as we have worked with Courseleaf and with Pathways and EAB Navigate.
- 3. EAB Navigate Update-this software is VCCS system-wide and integrates all parts of student services and advising. BRCC will need to complete all curriculum by the February 2019 College Curriculum Committee meeting and the March 2019 College Board meeting so that we are ready to implement Navigate in March 2019.

Personnel Report

Ms. Page reviewed the personnel report on page 44.

Enrollment

Dr. Young distributed and reviewed the enrollment report noting that enrollment is up for the year for the first time in quite awhile; enrollment across the VCCS is down overall. Dr. Downey noted that adult enrollment 25-45 years old is down while traditional age student enrollment is up.

Educational Foundation

Ms. Kiger reviewed the reports for the BRCC Educational Foundation, noting that 100% participation from the boards has been very important and appreciated in the past and they are hoping to have it again this year. Ms. Kiger noted how important the annual fund and unrestricted funds are to support the needs of the college.

Dr. Downey will be giving tours of the college to Foundation Board members and invited the College Board to attend if they would like to participate.

Old Business

There was no old business

New Business

Foundation 2018-2019

Dr. Downey reported that the Spring Fling Auction/Fundraiser will be Friday, April 12, 2019 and they would like to serve alcohol at the event.

Mr. Matherly moved to approve alcohol at Spring Fling and Ms. Callison seconded; this was approved unanimously.

Institutional Priorities

Dr. Downey reviewed his Institutional Priorities which are based on the Chancellor's goals and were included in the packet that was sent to the board before the meeting.

Mr. Matherly moved to approve Dr. Downey's Institutional Priorities and Ms. Eiland seconded; these were approved unanimously.

President's Report

FOIA

Dr. Downey reviewed the FOIA materials in the board manual noting that any discussion between three or more board members, including email, is considered a meeting and is subject to FOIA.

Environmental Scan

Dr. Young reported that BRCC's Strategic Planning committee is collecting info from boards and curriculum advisory committees and asked for the College Board's input on these questions:

1. What is BRCC doing well and what makes BRCC unique?
2. What does a successful BRCC look like in 2025? i.e. What should we be doing in the future?

Noted by the board

Doing well

Online catalog

Looking to be a leader in education

Noted that the speaker (DJ Diehl) at the President's lunch was a good example of the lifelong impact BRCC has on people, good to look for ways to engage more students in Learning Can be Fun

What we should be doing in the future

Emphasis on the soft skills

Dr. Downey's Report

Governing boards typically do a self-evaluation so the College will have the board do one this year, probably in May.

BRCC was awarded \$100,000 by the General Assembly for the Waynesboro Online Outpost. This will provide a place for people in Waynesboro to use computers/high speed internet to take online classes, register, etc.

GO-VA grant-BRCC was awarded a \$200,000 grant to support Cyber Security Instruction; we were hoping to train 40 people and have already had over 60 people express an interest. There have been some people interested that do not have the the computer skills needed so the Foundation has provided scholarships for them to take classes to improve the skills needed to be part of this program.

Dr. Downey reviewed the calendar for the upcoming events highlighting the Community Breakfast series in October.

With no further business, the meeting was adjourned at 8:30 p.m.

Mr. Matt Sunderlin
College Board Chair

Dr. John A. Downey
College Secretary