

**Blue Ridge Community College**  
**College Board Meeting**  
**September 13, 2017**

**Board Members Present**

- Mr. Michael Bedwell
- Ms. Debbie Callison
- Ms. Joyce Colemon
- Mr. John Matherly
- Ms. Beverly McGowan
- Mr. Dave Metz
- Dr. Linda Revia
- Mr. Matt Sunderlin
- Mr. Frank Tamberrino

**Members Absent**

- Mr. Rodney Alderfer (attended the Finance meeting but did not attend the board meeting)
- Ms. Lynn Diveley

**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. Kelly Jones, Executive Assistant to the President

**Welcome and Call to Order**

Dr. Revia welcomed everyone to the meeting and called the meeting to order.

**Minutes**

**Mr. Sunderlin moved to approve the minutes from the May 10, 2017 College Board meeting and Mr. Tamberrino seconded; this was approved unanimously.**

**Moment in Mission**

Dr. Downey introduced Mr. Jim Russell, manufacturing instructor. Mr. Russell gave an overview of the manufacturing degree program at BRCC and the work that is being done to attract more students to the program and to meet the needs of the employers of the Shenandoah Valley. The Advanced Manufacturing program is being reworked into a new degree program with 4 specialization including 10 certificates imbedded throughout the program.

**Finance and Facilities Committee**

### **Local Funds Financial Report**

Ms. Page presented the local funds financial results for the fiscal year ended June 30, 2017. Ms. Page noted that the construction fund balance is for the college's commitments for the parking deck and Bioscience building. The parking deck funds will be expended this year, and the Bioscience spending will begin next year. The Bioscience building is scheduled to begin after the parking deck is completed. Ms. Page pointed out that the fund balance of the Rec Center is now slightly more than \$2million. The goal of the finance committee is to have a reserve fund in the Rec Center that would be sufficient to pay for future renovation needs. The committee discussed what a sufficient reserve would be; Mr. Matherly offered to provide some guidelines. **Ms. Page reported that the committee recommended these reports for approval and to be filed for audit; this was approved unanimously.**

Ms. Page presented the local funds financial results for the month of July for the current fiscal year. **Ms. Page reported that this was recommended from committee for approval and to be filed for audit; 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.

Bioscience Building – Ms. Page reported that Kjellstrom and Lee had been selected for the Bioscience construction project. The kick off meeting was held May 30. She also reported that SFCS submitted the design for the Bioscience building as a “Work In Progress” to the American School & University Architectural Portfolio and it won one of five Outstanding Design Awards.

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

Mr. Tamberrino reported that the following items were information items now, more information will be coming forth in the future for curriculum approval.

Math redesign-Faculty across the VCCS are working together to redesign/align math courses across the VCCS.

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.

Associate of Fine Arts-BRCC is still working with the VCCS on the Fine Arts program.

Associate in Manufacturing-is going to the state board later in September.

Automotive-is currently a diploma program, looking at updating it to a degree with certificates imbedded.

## **Personnel Report**

Ms. Page gave a summary of the personnel report on page 34.

## **Enrollment**

Dr. Young distributed and reviewed the enrollment report noting that enrollment is down about 3% from this time last year; the VCCS average is down about 6-7%.

Dr. Downey reported that the Chancellor has been very concerned about statewide decreased enrollment so to try to alleviate it he has convened a statewide committee to focus on ways to increase enrollment. Bridget Baylor, BRCC Public Relations Director, is on the committee.

## **Educational Foundation**

Ms. Kiger was unable to attend so Dr. Downey reviewed the Foundation Reports starting on page 37.

Dr. Downey noted that the annual fund goal of \$125,000 was surpassed this year for the first time. Dr. Downey thanked the board for their support at 100% as it continues to be very important in showing the community that the board supports the college's mission.

## **New Business**

Bill HR431 was passed in the General Assembly this year which specifically prohibits the restriction of free speech on college campuses.

## **Conflict of Interest**

The College Board members were asked to sign a current conflict of interest statement and return them to Kelly before leaving.

## **President's Goals**

The President's Goals/Institutional Priorities were distributed in the board materials to the board prior to the meeting.

**Mr. Tamberrino recommended the goals be approved and Ms. Colemon seconded; this was approved unanimously.**

## **President's Report**

Dr. Downey distributed and reviewed a section of the JLARC report on the Community College System that was made available September 11, 2017.

Dr. Downey reported that the college has budgeted for 6% down this year but it looks like enrollment will be down about 4%.

Dr. Downey is serving on the Go Va board.

Dr. Downey reviewed the calendar of events reminding everyone of the 50<sup>th</sup> anniversary celebration this Friday, September 22 on campus and the Gala at Cross Keys Vineyard on Saturday, September 23.

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

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Dr. Linda Reviea  
College Board Chair

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Dr. John A. Downey  
College Secretary