

**Blue Ridge Community College
College Board Meeting
September 28, 2022**

Board Members Present:

- Ms. Debra Callison
- Ms. Janet Ewing
- Ms. Sandy Hernandez
- Ms. Capitola "Cappie" Hull
- Ms. Mary Louise Leake
- Mr. John Matherly
- Mr. Dave Metz
- Ms. Cathy Welsh

Board Members Absent:

- Ms. Kelly Blosser
- Mr. John Butler
- Ms. Vermell Grant

College Staff in Attendance

- Dr. John Downey, President of the College and Secretary of the Board
- Dr. Bob Young, Vice President of Student instruction and Student Services
- Ms. Anastasia Triplett, Vice President of Finance and Administration
- Ms. Amy Kiger, Executive Director of the BRCC Educational Foundation
- Ms. Sandi Belcher, Executive Assistant to the President
- Ms. Velma Bryant, Dean of Student Services
- Ms. Janet Ping, Director of Institutional Research and Effectiveness

Welcome and Call to Order

Mr. Matherly welcomed everyone and called the meeting to order at 6:25 p.m.

Moment in Mission

Dr. Downey introduced Velma Bryant. Ms. Bryant talked about the student onboarding process and the ways the One Door concept impacts a student's experience and interest in enrolling.

Approval of May 11, 2022 Minutes of Proceedings

***Minutes were approved and unanimously passed.**

Committee Reports

- A. ***In Mr. Butler's absence, Ms. Triplett reported. The committee made the motion to accept the reports as presented and file them for audit. The motion was passed unanimously.**
***Proposed changes were made to the FY 23 budget and after notes were made to reflect the changes and further discussion, the changes were moved and approved.**
***The Master Plan (under part V of the agenda) was presented by SFCS Architects. A motion was made to accept the Plan and it was moved and approved.**
Mr. Metz reported on the curriculum updates and asked Dr. Young to go over the action items requiring approval from the Board. ***The committee moved to approve CPL credit awarded for**

pilot certification. The motion was passed unanimously. *The committee moved to discontinue the following programs due to low enrollment: Associate in Applied Science in Advanced Manufacturing Technology; Career Studies Certificate in Manufacturing Operations and Process Improvement I; Career Studies Certificate in Manufacturing Operations and Process Improvement II; Career Studies Certificate in Applied Manufacturing Processes; and Aging in Place. The motion was passed unanimously. *The committee moved to approve the Vet Tech program taking two courses from the second year and swapping them with two courses from the first year. The curriculum did not change overall, but the committee felt it wise to formally approve that change. The motion passed unanimously.

B. Secretary Downey asked Ms. Triplett to give the Personnel Report.

Secretary Downey asked Dr. Young to give an enrollment update. Dr. Young reported that enrollment is up.

Secretary Downey asked Ms. Kiger to give the Educational Foundation report on the Blue Ridge Fund and All Funds Comparison reports. Ms. Kiger also updated the board on upcoming Foundation sponsored events. Ms. Kiger announced that the gifts campaign is underway. If the college board has 100% participation, an additional \$1,000 will be awarded from a generous donor.

Old Business

There was no old business to discuss.

New Business

***Approval for alcohol on campus for the Foundation spring fundraiser, Casino Royale, was approved by the Board and passed unanimously.**

***Master Plan was approved (see above under Committee Reports)**

***The President's Institutional Priorities document that Dr. Downey is evaluated on was approved unanimously.**

Dr. Downey reminded the board that the Conflict of Interest documents they signed last year are still in effect.

In Dr. Downey's report, he commented on how it feels to have students back on campus, that BRCC made the Honor Roll for the Great Colleges to Work For survey, scoring in all 10 categories. He also talked about the Bridge Program with JMU, that SACSCOC is coming up for work on the next 10-year plan and that a new QEP starts in 2025, as well as an announcement that the college is holding its 16th annual Hunger Symposium at the end of October.

Public Input

No members from the public were in attendance.

There being no further business or discussion, the meeting was adjourned at 7:45 pm.

**Items requiring action*

Respectfully submitted by Ms. Sandi Belcher