

**Blue Ridge Community College
College Board Meeting
March 8, 2023**

Board Members Present:

- Ms. Kelly Blosser
- Mr. John Butler
- Ms. Debra Callison
- Ms. Janet Ewing
- Ms. Sandy Hernandez
- Mr. John Matherly
- Mr. Dave Metz
- Ms. Cathy Welsh

Board Members Absent:

- Ms. Vermell Grant
- Ms. Capitola "Cappie" Hull
- Ms. Mary Louise Leake

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. Kathleen Gass, Regional Manufacturing Liaison, Workforce and Continuing Education
- Ms. Andrea Livick, Manufacturing Liaison Assistant, Workforce and Continuing Education

Welcome and Call to Order

Mr. Matherly welcomed everyone and called the meeting to order at 6:27 p.m.

Moment in Mission

Dr. Downey introduced Ms. Kathleen Gass and Ms. Andrea Livick. Ms. Gass began by giving the background on the beginning of the Job Starter program in 2021. She explained that tuition is paid through grants and stipends from the companies interested in hiring the students. The success of the program enabled them to hire a Job Starter Coordinator, Ms. Andrea Livick. Ms. Livick went on to discuss the enrollments and completions for the classes she has held so far, showing how the program is growing, as well as increasing positive outcomes in providing trained workers to local businesses.

Approval of January 11, 2023 Minutes of Proceedings

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

Committee Reports

- A. Finance and Facilities** – Mr. Butler reported that the committee went over all reports and asked Ms. Triplett to summarize the reports for the full Board. Ms. Triplett reviewed financial reports from July 1, 2022 – February 28, 2023. ***The committee made the motion to accept the reports and file them for audit, as presented. The motion was passed unanimously.**

Ms. Triplett reported on the overall summary of the budget with expenses, which have all been paid in full. She also reported that the college exceeded commissions in all categories.

Curriculum and Student Affairs Committee. There was no quorum for the committee meeting, so Dr. Young went over the updates with the full Board. The following additions and revisions were reported: New Associate of Applied Science degree in Early Childhood Development. ***The Board approved the addition and the motion was passed unanimously.** Multiple revisions to Associate of Science degree.

***The Board approved the revisions and the motion was passed unanimously.** Revisions to multiple Aviation Maintenance Technology courses submitted to VCCS Deans Course Review Committee. ***The Board approved the revisions and the motion was passed unanimously.** Multiple revisions to the Aviation Maintenance Technology programs, which include revised courses contingent upon approval by the Deans Course Review Committee. ***The Board approved the revisions and the motion was passed unanimously.** Next, Dr. Young discussed the Associate of Science degrees that will be changing this fall, several grants awarded to the college, ongoing faculty searches, and the Planned Allied Health programs.

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

Secretary Downey asked Dr. Young to give an enrollment update. Dr. Young had three handouts. The first showed the increase in FTES from 2020 to now. The second shows that Blue Ridge is at the top of the list of all VCCS colleges in total FTES, and the third shows that Blue Ridge has a positive increase in Fast Forward enrollments.

Secretary Downey asked Ms. Kiger to give the Educational Foundation report on the Blue Ridge Fund and All Funds Comparison reports. Ms. Kiger also gave a report that highlighted upcoming Foundation events.

Old Business

There was no old business to discuss.

New Business

Dr. Downey reported that, with Dave Metz rotating off the Board, there is a need for a new Foundation Board Liaison. ***Kelly Blosser was proposed and unanimously approved.**

Dr. Downey then spoke about BRCC's Graduation ceremony and that each Board Member is invited, and encouraged to attend. He stated that Ms. Belcher would send out an email to each Board member and ask that they RSVP, so Regalia can be ordered. Next, Dr. Downey briefly explained the process for his evaluation, with a reminder that within that process the Board will write a letter to the Chancellor. This will be taken care of at the May Board meeting. In addition, the Board is asked to participate in a self-evaluation and that SACSCOC requests 100% participation. The self-evaluation form will be emailed to each Board member sometime in early April.

In Dr. Downey's President Report, he announced that Dr. David Doré, the new Chancellor, will be visiting all 23 community colleges, with Blue Ridge's visit scheduled for Tuesday, May 2. The Board can expect an email invitation to arrive from Ms. Belcher soon, for an opportunity to meet with the Chancellor that afternoon at 3:30 pm. On another note, Dr. Downey informed the Board that three candidates will interview for the Vice President of Academic Affairs position and that the selected candidate will be announced at the May Board meeting. Next, Dr. Downey announced that three students have been selected for the PTK Recognition Program: two Workforce and one Transfer student will attend the PTK luncheon. Dr. Downey took five students to visit the General Assembly. Two of these students were from the CDL program. He went on to explain that Blue Ridge is hoping for 2.5 million dollars to be included in the budget for the new truck driving range needed because the Augusta County Courthouse will be built on the spot that now serves as the training range for BRCC's CDL program. There was some discussion on possible leads for a temporary paved area of 2-5 acres that can be used – possibly in Waynesboro or Fishersville.

Public Input

No members from the public were in attendance.

There being no further business or discussion, the meeting was adjourned at 7:31 pm.

**Items requiring action*

Respectfully submitted by Ms. Sandi Belcher