

Blue Ridge Community College
College Board Meeting
June 17, 2020

Board Members Present

- Mr. Michael Bedwell
- Ms. Debra Callison
- Mr. Shawn Kaup
- Mr. John Matherly
- Mr. Dave Metz
- Mr. Ron Ramsey
- Mr. Frank Tamberrino
- Ms. Cathy Welsh

Members Absent

- Mr. John Butler
- Ms. Vermell Grant
- Mr. Matt Sunderlin

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. Tamberrino welcomed everyone and called the meeting to order.

Moment in Mission

Dr. Downey introduced Marlena Jarboe and Dave Urso, who gave an overview of BRCC's response to the Covid-19 shutdown.

Minutes

Mr. Bedwell moved to approve the minutes from the March 11, 2020 College Board meeting and Mr. Matherly seconded; these were approved unanimously.

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

Ms. Page and Mr. Matherly reviewed the local funds financial results through April 30, 2020.

This report was recommended from committee for approval and to be filed for audit: this was approved unanimously.

Ms. Page reviewed the Facilities Use procedure with the edits that had been recommended by the Finance and Facilities Committee in March, noting the Committee had recommended one additional small change today. **This was recommended from committee for approval as amended; this was approved unanimously.**

Ms. Page reviewed the local government contributions with projections for the rest of the 2019-2020 fiscal year and the projected budget for 2020-2021. **This was recommended from committee for approval and to be filed for audit; this was approved unanimously.**

Ms. Page reviewed the 2020 Auxiliary Parking plan; **this was recommended from committee for approval; this was approved unanimously.**

Ms. Page reviewed the updated BRCC Emergency Operations Plan; **this was recommended from committee for approval; this was approved unanimously.**

Ms. Page distributed and reviewed a VCCS Contagious Disease procedure that was received from the VCCS earlier today. **This was recommended from committee for approval; this was approved unanimously.**

Curriculum and Student Affairs Committee

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

ACTION ITEMS

1. New Programs
 - a. New CSC in Certified Nurse Aide Bridge-**This was recommended from committee for approval; this was approved unanimously.**
 - b. New CSC in Advanced Veterinary Assistant- **This was recommended from committee for approval; this was approved unanimously.**
 - c. New CSC in Digital Design and Graphics- **This was recommended from committee for approval; this was approved unanimously.**
2. Approve Curriculum Advisory Committee memberships for 2020-2021-**This was recommended from committee with a few changes for approval; this was approved unanimously as amended.**

CONSENT AGENDA

1. Course Revisions-**All items on the Consent Agenda were recommended from committee for approval; they were approved unanimously.**
 - a. Add ADJ 154 Intelligence and Technology Analysis as an elective for the Administration of Justice programs.
 - b. Revise pre-requisites and course descriptions for CHM 111 and CHM 112 to align with guidance from VCCS.

- c. Revise pre-requisites and course descriptions for ECO 201, ECO 202, CHM 101 and MUS 121 to align with guidance from VCCS – Note this update arrived after the College’s last Curriculum Committee meeting and therefore did not go through that Committee for review. The Committee was informed via email that the Board would be asked to approve these changes.
2. Revise Direct Enrollment Table E (English) to include guidance for English as a Second Language (ESL) students.

INFORMATION ITEMS-Dr. Young updated the board on the following items:

- COVID-19 Issues
- G3: Get Trained, Get a Job, Give Back
- Direct Enrollment modifications
- Bridge to JMU

SACSCOC Accreditation 5-Year Review

Personnel Report

Ms. Page reviewed the personnel report on page 70

Enrollment

Dr. Young distributed and reviewed the enrollment report noting that enrollment is up for summer about 5%. Currently fall enrollment is down but anticipated to increase over the summer as students determine their fall plans amid Covid-19.

Educational Foundation

Ms. Kiger reviewed information for the financial reports for the Foundation, noting that the Blue Ridge fund surpassed the revised goal of \$150,000 (up from \$140,000) well before the end of the fiscal year.

Spring Fling was changed to Spring Fling Live which is June 18, 2020, 7-9 p.m.

The Great Community Give is on June 24 and the Foundation is planning to participate again.

Ms. Kiger noted that the community has been very generous in finding ways to help support BRCC students.

Old Business

Graduation

Graduation is Monday, September 21 at 7 p.m. at JMU if Virginia/Covid19 guidelines warrant; Steve Landes will be the graduation speaker.

Board Self Evaluation

Dr. Downey reviewed the Board self-evaluation results and distributed info on student demographics to the board.

Dr. Downey’s evaluation

The BRCC staff left the room for the Board to have a closed session to review/discuss Dr. Downey’s evaluation.

In open session, the Board voted unanimously to endorse and sign the letter to the Chancellor for Dr. Downey's evaluation.

July Board meeting

Ms. Callison moved that the July Board meeting be canceled; Mr. Matherly seconded; this was approved unanimously.

President's Report

Dr. Downey gave an update on the Cares Act funding and the impact at BRCC; half of the funding was for students and has been distributed accordingly. The institutional funding has strict guidelines from the federal government that are often contradictory; some of the funds will be used for PPE, stipends for training faculty for the online instruction, etc.

Dr. Downey is part of a statewide strategic planning committee that will also be working on racial justice and equity within the VCCS. BRCC will also be working on ways to address these issues in the local area.

SACSCOC is requiring the BRCC five year report this summer and will be doing an onsite review of dual enrollment sites in October; this may be a challenge as many area high schools may not be open for visitors in the fall.

With no further business the meeting was adjourned at 8:25 p.m.