

**Blue Ridge Community College
College Board Meeting
March 13, 2024**

Board Members Present:

- Ms. Kelly Blosser
- Mr. John Butler
- Ms. Debra Callison
- Dr. Robin Crowder
- Ms. Janet Ewing
- Ms. Vermell Grant
- Ms. Capitola "Cappie" Hull
- Mr. John Matherly

Board Members Absent:

- Mr. Tony Davenport
- Ms. Sandra Hernandez
- Ms. Cathy Welsh

College Staff in Attendance

- Dr. John Downey, President of the College and Secretary of the Board
- Dr. Dave Urso, Vice President of Academic Affairs
- 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. Kelly Stephenson, Assistant Professor of Nursing

Welcome and Call to Order

Ms. Callison welcomed everyone and called the meeting to order at 6:01 p.m.

Moment in Mission

Dr. Downey introduced Ms. Kelly Stephenson, Assistant Professor in Nursing. Ms. Stephenson gave a presentation that showed how and why BRCC's nursing department is among the top in the state. She also took the Board members on a virtual tour of the nursing lab, showing how the robotic patients work by having students actually tending to them during the filming.

Approval of January 10, 2024 Minutes of Proceedings

***Motion was made to approve by Dr. Crowder and seconded by Mr. Butler. Minutes were approved and unanimously passed.**

Reports

- A. Finance and Facilities** – Ms. Triplett reported on the status of the CDL range project. The program has been brought to campus and will use Parking Lot A as a temporary range for about two years, until the permanent range has been built on the parking lot and soccer fields located behind the Rec Center. It is anticipated that the architect should have the drawings for the CDL range completed by June. The renovation of the tennis courts has been tabled until the range is completed.

Ms. Triplett proposed the biennium Auxiliary Reserve Plan for College Parking Facilities (2024-2026) and asked for approval from the Board. ***Mr. Butler made the motion to approve and Dr. Crowder seconded. Motion passed unanimously.**

Academic Affairs – Dr. Urso began his report with information items that included an update on the Lab Schools; providing a handout that lists all of the College’s Advisory Boards and asking members of the College Board for any recommendations of community people who might be good candidates to serve; and talking about a new culture of accountability among faculty and staff members. This was followed by a brief discussion about The Aspen Institute as a cohort with BRCC and how this can better serve both JMU and BRCC students. Dr. Urso suggested, and the Board agreed to discuss all the proposed Action Items with regard to program changes and then, if there were no problems, to vote on them en masse. The proposed changes are as follows: Addition of 1 new Career Studies Certificate (CSC) program in Law Enforcement Leadership and Supervision; Discontinuation of a CSC in Light Sport Aircraft Mechanic; Discontinuation of 7 AMT courses; Discontinuation of 1 CSC credit for prior learning for Light Sport Aircraft Mechanic; Discontinuation of 1 CSC Pre-Nursing program; Discontinuation of 3 AA&S degrees (at this point, it was noted that there was an error in the table being used for the explanation of action items to be voted on. An AS in Science Engineering was inadvertently listed as a ‘discontinuation’ program, rather than the intended ‘revised’ AS in Science so, it was then presented as a); revision of AS in Science Engineering; removal of pre-requisites for VET 118; revision to 2 VET courses; adoption of a new VCCS EMS course; revision of AAS in EMS program; new proposed credit for EMS certification; 2 course revisions in PSY courses; 1 edit to description in BIO course; adoption of 2 BIO courses; additions of 5 revisions to transfer elective lists. ***Ms. Blosser made a motion, seconded by Ms. Ewing, to approve the list, with the amended correction to the revision. With that correction noted, the motion passed unanimously.**

- B. Secretary Downey asked Ms. Triplett to give the Personnel Report. It was noted that under the recruitment section the part-time Campus Police Officer position had been removed and the Full-time Police Sergeant position has been filled.

Secretary Downey asked Dr. Urso to give an enrollment update. Dr. Urso had two handouts. The first showed the number of FTES from 2020 to now. The second 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. It was noted that the year on the Blue Ridge Fund report should be 2023, not 2022. Ms. Kiger also gave a report that highlighted upcoming Foundation events.

Old Business

There was no old business to discuss.

New Business

Dr. Downey 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. Information will be sent by April 15, and the letter will be voted on 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. Dr. Downey informed the Board that the report for the SACSCOC 10-year reaffirmation process has been submitted. This report will be reviewed by an off-site committee. A response report will be submitted in the next couple of months, and then the site visit will be in September. Dr. Downey went on to explain average citation numbers on both the initial report and the response report, and that BRCC’s expectations are to come in under those average numbers. He also explained that the next step is to begin working the QEP

project, which is part of the SACSCOC accreditation process. Blue Ridge's QEP for 2025 will be Academic Success through Intense Student Engagement. Dr. Downey reported that he has completed 3 of 6 locality visits and plans to have those completed by early April. Next, he reported on the General Assembly budget proposal and what it includes for community colleges. Lastly, Dr. Downey passed out a handout that statistically shows the Economic Value of Blue Ridge Community College and the positive impact it has on the business community and major stakeholder groups.

Public Input

No members from the public were in attendance.

There being no further business or discussion, the meeting was adjourned at 7:52 pm.

**Items requiring action*

Respectfully submitted by Ms. Sandi Belcher