

**Blue Ridge Community College
College Board Meeting
March 12, 2025**

Board Members Present:

- Ms. Kelly Blosser
- Mr. John Butler
- Ms. Debra Callison
- Dr. Robin Crowder
- Mr. Tony Davenport
- Ms. Janet Ewing
- Ms. Vermell Grant
- Ms. Sandra Hernandez
- Ms. Capitola “Cappie” Hull
- Ms. Cathy Welsh

Board Members Absent:

- Mr. John Matherly

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. Amy Kiger, Executive Director of the BRCC Educational Foundation
- Ms. Sandi Belcher, Executive Assistant to the President
- Ms. Susie Shomo, Geology Instructor

College Staff Absent:

- Ms. Anastasia Triplett

Welcome and Call to Order

Ms. Callison welcomed everyone and called the meeting to order at 6:04 p.m.

Moment in Mission

Dr. Downey introduced Ms. Susie Shomo, Geology Instructor. Ms. Shomo gave a presentation that illustrated her roles in teaching Science and Agriculture, through classes and club activity.

Approval of November 8, 2024 Minutes of Proceedings

The approval of minutes was postponed until the May 14 meeting.

Reports

- A. Finance and Facilities** – In Ms. Triplett’s absence, Dr. Downey presented the local funds financial results for fiscal period July 1, 2024 – December 31, 2024. ***A motion for approval and the report be filed for audit was made by Dr. Crowder, seconded by Mr. Butler and approved unanimously.** Dr. Downey then reported on the status of upcoming campus projects, which includes a summer roof replacement, a bathroom renovation, and an HVAC renovation in older buildings that will require some staff to have to be relocated for the summer and probably into the fall semester.

Academic Affairs – Dr. Urso began his report with several information items. The first included a handout and explanation that Advisory Boards are in the process of being restructured and will become an action item for the Board at the May meeting. Next, he announced the change in leadership for the Workforce and Continuing Education division, with the Dean of Students filling in as interim dean for the department. In addition, he stated that Heavy Equipment and OSHA certificate programs have been added, and that the Lab school continues to do well and is relevant to BRCC for Junior year students. **Action Items:** Dr. Urso suggested, and the Board agreed, to discuss the proposed Action Items with regard to program revisions, additions, and discontinuations, and then, if there were no problems, to vote on them en masse. This includes all except for Education which was discussed and voted on separately. The proposed revisions/additions/discontinuations are as follows: Revisions to AAS in Information Systems Technology; revisions to the CSC in Office professional Technologies; adopting ADJ 195 from the VCCS MCF and offering at least three different one-credit topics courses in the AAS in Criminal Justice; revision to add Block VII to the AS Science degree and ITN 100 and ITN 170 to the AS Transfer Core Electives; revision of math options to align with Transfer VA and add two EGR courses as electives to support Chemical Engineering; adding PHY 201 and PHY 202 to the additional General Education electives and adding PHY 201 to the Computer Science Lab Science electives; revisions to repackage courses within the program including reducing the number of credits for SDV 101 to align with other SDV courses and better grouping the statistics options; include a communication requirement and reduce the credits required from Block VII; discontinue all specializations under the AAS in Information Systems Technology. ***Mr. Davenport made a motion, seconded by Ms. Welsh, to approve the list, and the motion passed unanimously.** Next, Dr. Urso presented the recommendation to add the UCGS Block VII as a requirement in the AS degree program, replacing one of the three-credit education electives and adopting MTH 120 to the education electives replacing MTH 195. This recommendation was separated from the others because it is retroactive to the current catalog 24-25. ***Ms. Welsh made a motion, seconded by Mr. Butler to approve the change and the motion passed unanimously.** Dr. Urso then proposed five areas to add, replace, or reward credentials for Prior Learning College Credit: In Criminal Justice, replace ADJ 130 with ADJ 211; in Emergency Medical Services, add EMS 123 for students who present with AEMT certification and addition of clarifying verbiage; in Manufacturing/Electronics, award credit for MAC 156 and MAC 157; In Health Science, award credits for HIM 253 and HIM 255; and in Unmanned Aircraft Systems, award credits for UMS 107. ***Ms. Hernandez made a motion, seconded by Mr. Butler to approve the list, and the motion passed unanimously.**

B. Dr. Downey gave the Personnel Report.

Next, Dr. 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.

Dr. 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 spoke about BRCC's Graduation ceremony and that each Board Member is invited, and encouraged to attend. A chart listing each Board member's name and regalia details was passed around the table as Dr. Downey asked each Board member to put a check by their name if they plan to attend and to check that the regalia info is accurate. Next, Dr. Downey briefly explained the process for his evaluation, which has new elements added to it, including a survey that needs to be filled out by each Board member through the VCCS. In addition to that process, the Chair of the Board will write a letter to the Chancellor with comments about Dr. Downey's performance throughout the past academic year. Dr.

Downey stated that Ms. Belcher will email the survey link to the Board early the following week. The deadline to complete the survey is Friday, March 28. The deadline to complete the letter draft will be May 6, 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 link to the self-evaluation survey will be sent to each Board member in the same email that the evaluation link is sent. The deadline for the self eval is the same as the President's eval, Friday March 28. Dr. Downey updated the Board on the current state of Dual Enrollment and discussed the recent receipt of a "Dear Colleague" letter from the federal and state governments with regard to DEI legal requirements. Dr. Downey reported that the recent SACSCOC 10-year accreditation visit the past fall was conducted with no findings on compliance and that the QEP was rewritten, taking into account the recommendations from the Accreditation team. In addition, the recent Nursing Program Accreditation went very well and is in place for the next eight years. EMS, Pharmacy Tech, and Vet Tech have all also had successful accreditation visits. Lastly, Dr. Downey spoke of the statewide Peanut Butter Drive initiative that the college is participating in for the week of March 17-24.

Public Input

No members from the public were in attendance.

There being no further business or discussion, the meeting was adjourned at 8:10 pm.

**Items requiring action*

Respectfully submitted by Ms. Sandi Belcher