

**Blue Ridge Community College
College Board Meeting
May 13, 2026**

Board Members Present:

- Dr. Robin Crowder
- Ms. Allison Dugan
- Ms. Janet Ewing
- Ms. Sandra Hernandez-Brown
- Dr. Drew Maerz
- Ms. Cathy Welsh

Board Members Absent:

- Dr. Bruce Bowman
- Mr. John Butler, Jr.
- Mr. Tony Davenport
- Ms. Vermell Grant
- Mr. Danny Ledford

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. Laura Othalik, Executive Assistant to the President

Welcome and Call to Order

Ms. Welsh welcomed the Board and called the meeting to order at 5:59 p.m.

Moment in Mission

At the request of the Board Chair, the Moment in Mission was postponed until the Board's next meeting.

As there were not enough Board members present at the start of the meeting to establish a quorum, Ms. Welsh requested that the Board proceed with non-action items on the agenda until additional members arrived.

Reports

Personnel Report

Ms. Triplett presented the Personnel Report to the Board. A personnel handout was included in the meeting materials.

Enrollment Update

At the request of Dr. Downey, Dr. Urso provided an enrollment update to the Board. Dr. Urso shared two handouts on Full-Time Equivalent (FTE) and FastForward enrollments by college.

Dr. Urso reported continued growth in total FTE enrollment for Summer 2026 and expressed optimism for the fall, with dual enrollment also expected to increase. He noted that FastForward programs faced unique challenges this year due to reduced funding but expressed confidence that current spending would help position the programs for improvement, with a more strategic approach planned for the coming year.

Sandra Hernandez-Brown joined the meeting at 6:08 p.m.

Report from the Educational Foundation

Ms. Kiger reviewed the Educational Foundation reports, including the Blue Ridge and All Funds Comparison reports. She reported that it had been a record-breaking year for the Educational Foundation, highlighted by a \$1.4 million estate gift that will support an additional \$55,000 in student scholarships annually.

Ms. Kiger shared that the Educational Foundation's annual fundraiser, Casino Royale, generated more than \$79,000 in revenue, exceeding the previous year. The Foundation also participated in the Great Community Give, focusing on supporting students facing food insecurity, and raised over \$9,000.

Ms. Welsh thanked Ms. Kiger for her report and requested that the Board proceed with the action items on the agenda, as a quorum was present.

Approval of March 11, 2026, Minutes of Proceedings

***Dr. Maerz motioned to accept the minutes of the March 11, 2026, meeting as presented. Dr. Crowder seconded the motion. The motion passed unanimously.**

Old Business

President's Evaluation

***Ms. Welsh motioned the Blue Ridge Community College Local College Board enter into closed session pursuant to Virginia Code 2.2-3711 (A)(1) for the discussion and consideration of the performance of an employee. Dr. Maerz seconded the motion. The motion passed unanimously.**

BRCC staff left the meeting, and the Board entered closed session at 6:26 p.m.

BRCC staff returned to the meeting at 6:47 p.m.

Certification: Ms. Welsh stated:

The Blue Ridge Community College Local College Board convened in closed session on May 13, 2026, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and;

Virginia Code §2.2-3712 requires a certification by this Board that such closed meeting was conducted in conformity with Virginia law;

Now, it be resolved that the BRCC Local College Board hereby certifies that, to the best of each member's knowledge:

1. only public business matters lawfully exempted from open meeting requirements under Virginia law; and
2. only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting of the BRCC Local College Board.

Ms. Welsh called a roll call vote with members certifying that all relevant closed meeting requirements had been followed and satisfied.

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|---------------------------|-----|
| 1. Cathy Welsh | AYE |
| 2. Robin Crowder | AYE |
| 3. Allison Dugan | AYE |
| 4. Janet Ewing | AYE |
| 5. Sandra Hernandez-Brown | AYE |
| 6. Drew Maerz | AYE |

***Ms. Ewing motioned to accept the evaluation letter for Dr. Downey, as written by the Board Chair and incorporating the revisions discussed by the Board. Dr. Maerz seconded the motion. The motion passed unanimously.**

Ms. Welsh stated that she would edit the evaluation letter to include the Board's revisions and send it to Ms. Otrhalik to be delivered to the Chancellor's Office.

Reports (Continued)

Finance and Facilities

Ms. Triplett reviewed the financial reports through the third quarter, covering the period from July 1, 2025, to March 31, 2026. Ms. Welsh requested that additional information regarding the Bookstore Fund be provided at the next meeting, specifically addressing the commission split between merchandise and books.

***Ms. Dugan motioned to accept the Financial Reports from July 1, 2025 to March 31, 2026. Ms. Ewing seconded the motion. The motion passed unanimously.**

The FY27 Local Board Budget was presented by Ms. Triplett for the Board's approval.

During the review of the FY27 budget, the Board discussed the condition of the tennis courts and the need to address their deterioration. Ms. Triplett shared the possibility of hiring an architect to develop cost estimates and provide options, including the removal or repair of the courts or creating new shared tennis and pickleball courts. The Board expressed interest in reviewing these options, including alternative uses for the space, noting that replacing the courts could help attract more young people to campus and expand community use. However, concerns were also raised about the anticipated cost of obtaining these estimates.

***Ms. Dugan motioned to accept the FY27 Budget as presented. Dr. Crowder seconded the motion. The motion passed unanimously.**

Ms. Triplett shared the 2026-2028 Auxiliary Parking Reserve Plan for College Parking Facilities for the Board's approval.

***Dr. Crowder motioned to approve the 2026-2028 Auxiliary Parking Reserve Plan for College Parking Facilities. Dr. Maerz seconded the motion. The motion passed unanimously.**

Ms. Triplett provided updates on current and upcoming facilities projects. The fan coil project remains ongoing in F Building. Renovations to C Building are expected to be completed by mid-June. The wayfinding project is moving into the construction phase, and the space planning project continues to explore opportunities to better utilize space across campus. During the summer, J and T Buildings will be temporarily closed for upgrades to the emergency lighting system. Additionally, a gate will be installed at the front of the CDL range to prevent access to the range when the program is not in session.

Curriculum and Student Affairs

Dr. Urso began his report by reviewing three items listed on the Consent Agenda that were being adopted from the VCCS Master Course File (MCF) or revised based on actions taken by the Deans Course Review Committee. These items included revising the course descriptions for *BIO 101: General Biology* and *BUS 224: Business Statistics* and adopting *ART 130: Introduction to Multimedia* from the VCCS MCF.

***Dr. Maerz motioned to approve the three items on the Consent Agenda as presented. Ms. Hernandez-Brown seconded the motion. The motion passed unanimously**

Additionally, Dr. Urso presented three action items for the Board's review. The first was to include *ART 130: Introduction to Multimedia* as an elective in the following programs: Creative Design and Marketing I & II – Career Studies Certificates (CSC), Art: Graphic Design (CSC), and Liberal Arts – Associate of Arts (AA). The second allowed the *Emergency Medical Services – Associate of Applied Science (AAS)* and *Paramedic Certificate (CERT)* programs to satisfy the emergency pediatric care requirement with either EMS 167: Emergency Pediatric Care (EPC) or EMS 169: Pediatric Advanced Life Support (PALS). The third involved updating the guidance footnotes for the *Human Services – Associate of Applied Science (AAS) program*.

***Ms. Dugan motioned to approve the three Action Items as presented. Ms. Hernandez-Brown seconded the motion. The motion passed unanimously.**

Dr. Urso reported on an informational item regarding the proposed internal reorganization of Academic Affairs. He discussed planned changes, including the realignment of certain areas, with the Dean of Student Services, Velma Bryant, moving into a newly established Dean of Academic Partnerships position. Academic Partnerships will include the Career Academy, Lab School, Aviation Maintenance Technology, and Automotive programs. Dr. Urso noted that the reorganization was intended to position staff in roles that best align with their strengths and support program growth.

New Business

Approval of Advisory Committee Memberships

Dr. Downey presented the 2026-2027 BRCC Advisory Committees Membership list. It was noted that one individual, previously requested by Mr. Davenport, had been unintentionally omitted from the list for the Criminal Justice Committee.

***Dr. Maerz motioned to approve the 2026-2027 Advisory Committee Membership list, with the addition of the omitted individual to the Criminal Justice Committee. Ms. Ewing seconded the motion. The motion passed unanimously.**

Update on Mission, Vision and Values

Dr. Downey provided an overview of the BRCC Mission, Vision, Values, and Strategic Directions to the Board. He explained that the document was the result of a year-long process led by BRCC's Strategic Planning Subcommittee and noted that, if approved by the Board, the mission statement would be sent to the Chancellor for approval on behalf of the State Board.

***Ms. Ewing motioned to approve the BRCC Mission, Vision, Values and Strategic Directions as presented. Ms. Dugan seconded the motion. The motion passed unanimously.**

Old Business

July Meeting Decision

***Dr. Maerz motioned to cancel the Board's July 8, 2026 meeting unless otherwise called. Dr. Crowder seconded the motion. The motion passed unanimously.**

Board Self Evaluation

Dr. Downey shared that a copy of the results of the Board's self-evaluation were included in the Board's meeting materials.

Report from the President

Dr. Downey thanked the Board members who were able to attend the recent graduation ceremony, Vet Tech and Nursing pinning ceremonies, and Awards Day, noting that these events are a strong reflection of the college's work.

He shared that the state budget had not yet passed but was expected by June, noting that the absence of a state budget made it difficult to plan for BRCC's budget. BRCC could receive \$1.2 million for aviation if the House budget passed, though this funding was not included in the Senate's version. If approved, BRCC would operate a remote aviation section in either Roanoke or Winchester. Efforts are also underway to upgrade the hangar to increase capacity from 25 to 50 students, with an additional 10–15 students anticipated for the program during the 2026–2027 academic year. The college continues to recruit faculty and staff to support this growth.

Dr. Downey planned to attend local government meetings during the summer to present a report on the college and invited Board members to attend meetings in their localities if available.

Public Input

There were no members of the public in attendance, and no public input was presented or discussed.

There being no further business or discussion, the meeting adjourned at 7:56 p.m.

**Items requiring action.*

Respectfully submitted by Ms. Laura Otrhalik