

**Blue Ridge Community College
College Board Meeting
September 11, 2024**

Board Members Present:

- Ms. Kelly Blosser
- Ms. Debra Callison
- Mr. Tony Davenport
- Ms. Janet Ewing
- Ms. Vermell Grant
- Ms. Capitola "Cappie" Hull
- Mr. John Matherly
- Ms. Cathy Welsh

Board Members Absent:

- Mr. John Butler
- Mr. Robin Crowder
- Ms. Sandy Hernandez

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
- Dr. Rebecca Evans, Faculty, Accounting Professor
- Ms. Faison Nuckolls, Faculty, Biology Assistant Professor
- Ms. Donna Ladd, Faculty, English Instructor
- Ms. Ellyn Alt, SACSCOC, Assistant to the Vice President of Academic Affairs

Welcome and Call to Order

Ms. Callison welcomed everyone and called the meeting to order at 6:03 pm.

Moment in Mission

The Board walked to the Fine Arts Center and Dr. Downey introduced Dr. Rebecca Evans, BRCC Faculty Accounting Professor and Ms. Faison Nuckolls, BRCC Faculty Biology Assistant Professor to present the QEP (Quality Enhancement Plan) SACSCOC presentation: "Connect to Succeed: Academic Success through Intense Engagement".

Approval of May 8, 2024 Minutes of Proceedings

Motion to accept the minutes was made by Mr. Matherly and seconded by Ms. Ewing. They were approved and unanimously passed.

Reports

- A. Finance and Facilities** - Ms. Triplett summarized the financial reports. Ms. Triplett went over each report. ***Ms. Blosser moved and Mr. Matherly seconded that the Board vote for approval of The Financial Reports from July 1, 2023 – June 30, 2024 as presented and file them for audit. The motion was passed unanimously.** Next, Ms. Triplett passed out a handout that contained the budget changes from academic year 2023-2024 to 2024-2025. **Ms. Grant moved and Ms. Blosser seconded that the Board vote for approval of the changes to the FY25 Local Board Budget as presented and file them for audit. The motion was passed unanimously.** Ms. Triplett then gave an update on the CDL Project, sound upgrades to Vet Tech kennels, replacing downspouts on older buildings, as well as an initial meeting held to discuss the need for

additional pedestrian signage around campus. She also spoke of future projects that will go out for bid that include roof repair and bathroom renovations.

Academic Affairs – Dr. Urso began his report with information items that included an update on the Aspen Institute; Lab School, Teaching and Learning Center, and an Artificial Intelligence Task Force. Next, Dr. Urso presented the one program change proposal, which is the discontinuation of the Career Studies Certificate in the Certified Nurse Aide Bridge, due to the structure change of G3. ***Ms. Welsh made a motion, seconded by Ms. Hull, to approve the discontinuation. The motion passed unanimously.**

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

Secretary Downey asked Dr. Urso to give an enrollment update.

Secretary Downey asked Ms. Kiger to give the Educational Foundation report. Ms. Kiger listed things the Foundation was able to purchase for the college. She reported on the amount of money raised by the Foundation from July 1, 2023 through June 30, 2024, as well as how much the Foundation actually has on hand. She concluded with a list of upcoming projects that will be supported by the EF.

Old Business

None.

New Business

A. Dr. Downey went over the amendments to the Student Code of Conduct and asked the Local Board to vote on those proposed changes that have now been included in the current catalog. After much discussion, particularly about Part B of the Addendum, ***Ms. Welsh moved that the Addendum be adopted, with a request that the VCCS provide more guidance about what to do if a scenario related to Part B of the addendum actually occurs. Ms. Ewing seconded the motion. The motion was passed unanimously.**

B. Dr. Downey asked the Board to consider approving the use of alcohol on campus for the Educational Foundation Spring Fundraiser Casino Royale. ***Mr. Matherly made the motion to approve. It was seconded by Ms. Blosser and passed unanimously.**

C. Dr. Downey introduced his Institutional Priorities for 2024-2025 and went through the 13 initiatives. After a brief discussion about possibly shifting the order of the Priorities a bit, ***Ms. Welsh made a motion to accept them, which was seconded by Ms. Blosser and passed unanimously.** Next, Dr. Downey explained that there is to be a change to the Evaluation procedure. In addition to writing a letter to the Chancellor, the Board will now be asked to fill out a survey. More information on this change will be forthcoming as the time for Dr. Downey's evaluation draws closer.

D. The annual Conflict of Interest signature sheet was handed out to the Board members. ***All eight members in attendance at the meeting filled it out and signed it.** Ms. Belcher will email the remaining three absent Board members and ask them to return the form as soon as possible.

E. Dr. Downey presented his report to the Board. He began by thanking those Board members that attended his Community Breakfast Series that occurred the week before and then acknowledged the two Board members, Ms. Callison and Ms. Hull, who attended the Chancellor's Retreat with him in early August. He then gave a brief overview of the impending SACSCOC visit and concluded with a brief report on the successful start of the new academic year.

Public Input

No members from the public were in attendance.

There being no further business or discussion, the meeting was adjourned at 8:27 pm.

**Items requiring action*

Respectfully submitted by Ms. Sandi Belcher