

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

Board Members Present

- Ms. Kelly Blosser
- Ms. Debra Callison, Chair
- Mr. Robin Crowder
- Mr. Tony Davenport
- Ms. Janet Ewing
- Ms. Sandra Hernandez
- Ms. Capitola “Cappie” Hull
- Mr. John Matherly

Board Members Absent

- Mr. John Butler
- Ms. Vermell Grant
- Ms. Cathy Welsh, Vice-Chair

College Staff in Attendance:

- Dr. John Downey, President of the College and Secretary of the Board
- Ms. Anastasia Triplett, Vice President of Finance and Administration
- Dr. Dave Urso, Vice President of Student Affairs
- Ms. Amy Kiger, Executive Director of the BRCC Educational Foundation
- Ms. Sandi Belcher, Executive Assistant to the President
- Ms. Sara Botkin, Assistant Professor, Mathematics
- Ms. Alissa Cruz, Faculty, English

Welcome and Call to Order

Ms. Callison welcomed everyone and called the meeting to order at 5:47 pm.

Moment in Mission

Dr. Downey introduced Ms. Botkin and Ms. Cruz. They presented on the Teaching and Learning Center, explaining how it started and how it has progressed, including connections with other community colleges that have a similar program.

Approval of Sept. 11, 2024 Minutes of Proceedings

***The motion was made by Mr. Matherly and seconded by Ms. Ewing and was passed unanimously.**

Reports

- A. **Finance and Facilities** - Ms. Triplett presented the local funds financial results for fiscal period July 1, 2024 – September 30, 2024. ***A motion for approval and the report be filed for audit was made by Ms. Blosser, seconded by Mr. Matherly and approved unanimously.** Ms. Triplett

provided updates on the CDL project and several other miscellaneous projects that include downspout replacements, replacement of the roof on Building B, and a renovation of the bathrooms in Houff Student Center, located in the older part of the building.

- B. **Academic Affairs** - Dr. Urso reported that there was one new program, six revisions, and two discontinuations that needed approval from the Board: New Program: AS in Health Science; Revisions: include AGR 241 in CSC in Introduction to Agriculture Science as an additional elective, include HUM 202 as a general education elective in the following programs - Uniform Certificate of General Studies, Associate of Applied Sciences programs, Associate of Arts in Liberal Arts, and Associate of Science in General Studies, and include ADJ 236 as an alternate elective option to ADJ 110; Discontinue the CSC in Pre-Funeral Services and Pre-Respiratory Therapy. ***Mr. Davenport made a motion to approve the recommended changes. Mr. Matherly seconded and the motion passed unanimously.**

Personnel Report

Ms. Triplett reviewed the Personnel Report.

Enrollment Update

Dr. Urso distributed and reviewed the enrollment reports for FTEs, Workforce Credentials Grant and Fast Forward.

Educational Foundation

Ms. Kiger reviewed the Foundation reports, which includes the Blue Ridge and All Funds Comparison reports. In addition, Ms. Kiger reported that the annual President's Luncheon event was well received and that guest speaker, Mr. Eric Fitzgerald spoke about the FFA. She added that Mr. Fitzgerald wrote a grant and was awarded \$6500 for that program. The Foundation also helped with infrastructure for a Clothes Closet located on campus. Ms. Kiger then passed out a handout with the latest plans for the upcoming spring fundraiser, Casino Royale, scheduled for Friday, April 25, 2025.

Old Business

There was no old business to discuss.

New Business

- Dr. Downey asked the Board to contact him with any suggestions for Graduation Speaker for 2025 commencement. In addition, he reported that Public Relations Director Bridget Baylor was beginning work on securing a student speaker for graduation.
- Report from the President – Dr. Downey announced that there are three legislative events coming in the next few weeks: Legislative Breakfast at BRCC is scheduled for Thursday, Dec. 5, 2024 at 8 am; Legislative Visit to Richmond is scheduled for Wednesday, Jan. 15, 2025; and Legislative Reception in Richmond on Tuesday, Jan. 21, 2025. Invitations to the Board for these events are forthcoming. Dr. Downey also announced the date for graduation is Saturday, May 10 at 10 am. Plans for a breakfast earlier that morning are in the works. Lastly, he informed the Board that the College plans to hold a Retreat in the fall of 2025. Details to follow as they are put in place. Dr. Downey next let the Board know that the SACSCOC committee that visited the college for its 10-year reaccreditation had no findings and cited 3 issues with the QEP plan. All in all, it was an excellent outcome and the college looks forward to receiving its accreditation update later in 2025.

Public Input

No members from the public were in attendance.

There being no further business or discussion, the meeting was adjourned at 7:23 pm.

Respectfully submitted by Ms. Sandi Belcher