

**Blue Ridge Community College
College Board Meeting
May 12, 2021**

Board Members Present

- Mr. Michael Bedwell
- Ms. Debra Callison
- Ms. Mary Louise Leake
- Mr. John Matherly
- Mr. Dave Metz
- Mr. Ron Ramsey
- Mr. Matt Sunderlin
- Ms. Cathy Welsh

Members Absent

- Mr. John Butler
- Ms. Vermell Grant
- Mr. Frank Tamberrino

College Staff in attendance:

- Dr. John Downey, President of the College and Secretary of the Board
- Dr. Bob Young, Vice President of Instruction and Student Services
- Ms. Cynthia Page, Vice President of Finance and Administration
- Ms. Amy Kiger, Executive Director of the BRCC Educational Foundation
- Ms. Kelly Jones, Executive Assistant to the President

Welcome and Call to Order

Mr. Sunderlin welcomed everyone and called the meeting to order.

Moment in Mission

Dr. Downey introduced Mr. Ed Pease who gave an update on Technology Services' response to the Covid shutdown.

Minutes

Mr. Matherly moved to approve the March 10, 2021 College Board meeting minutes and Mr. Bedwell seconded; these were approved unanimously.

Finance and Facilities Committee

Local funds financial reports

Ms. Page presented the local funds financial report for the nine months ended March 31, 2021:

Upon a motion duly made and seconded, the committee approved the financial statements as presented.

Local funds budget

Ms. Page presented the proposed local funds budget for the 2020-21 fiscal year.

Items to note:

- The following funds will be eligible to recover lost revenue under the Higher Education Emergency Relief (HEERF) Act: Vending, Bookstore, Student Activities, Parking, and Rec Center. A HEERF revenue budget is included for each of these funds. The lost revenue is related to lower enrollment and the transition of classes to an online format which reduced the use of the bookstore, cafeteria, and vending.
- Pursuant to Executive Order 77 the college will cease using plastic water bottles and other specified items by July 2021. The impact on vending and food service revenue is currently unknown. Follett requested to close the Campus Coffee operation as it was not profitable. They will consolidate all food service activity in the cafeteria.
- In 2020-21 several local governments indicated they would withhold their regular contributions due to uncertainty surrounding the COVID-19 pandemic. The college has not been informed by any local governments that they intend to withhold contributions in 2021-22. Contributions are included in the operating budgets in the agreed upon amounts.
- Construction budgets:
 - Water coming into campus for the new sprinklers included in the life safety projects (funded by the VCCS) did not pass inspections conducted by the State Fire Marshal. Augusta County made efforts to correct, but were unsuccessful. The project is overbudget and cannot absorb additional costs. To provide funding to solve this problem, the proposed budget includes funds for the installation of vaults which will house strainers on the pipes bringing in water. \$10,000 is requested in the current year to cover design fees and the balance of funds are requested in the 2021-22 budget.
 - The college proposes transferring \$20,000 from the Bookstore fund to the Construction fund for an outdoor project. A large, decaying maple tree was removed from campus between A & D buildings. The college proposes to contact a landscape architect to design a suitable replacement for that area, be it a pergola or butterfly garden, etc. The proposed budget is expected to cover the design and the cost of the project.

The committee recommended a request for \$10,000 be budgeted in 2020-21 for design work for the Strainer Vaults; this was approved unanimously.

The proposed local funds budgets for 2021-2022 were recommended from committee for approval and to be filed for audit: this was approved unanimously.

Facilities Project Updates

Ms. Page reviewed the status of construction projects:

The first phase of the life safety project is completed. This includes buildings A, D, E, F, and J. The college is awaiting budget approval for the second phase of the project which will address safety updates in B & C buildings.

The door access project is expected to begin very soon. There is a small amount of paperwork yet to be completed to establish the contract.

Curriculum and Student Affairs Committee

Mr. Bedwell and Dr. Young reported for the committee.

ACTION ITEMS

1. Approve Course Actions

Course	Action
<u>GIS 200: Geographical Information Systems I</u>	Course Discontinuation. Recommended for discontinuation.

2. Approve Program Actions-These items were recommended from committee for approval-these were approved unanimously.

Program	Action
<u>Information Systems Technology Digital Design and Graphics Literacy – CSC</u>	NEW – New G3 eligible career studies certificate
<u>Advanced Veterinary Assisting -- CSC</u>	Revision – Remove VET 236 as an option and require VET 118 in alignment with the CSC in Veterinary Assisting
<u>Pre-Nursing -- CSC</u>	Revision - Program humanities/fine arts elective revised to require PHI 225
<u>Technical Studies -- AAS</u>	Revision. To align with the new template approved by the VCCS and SCHEV
<u>Uniform Certificate of General Studies (UCGS) - CERT</u>	Revision. Replaces the General Education Certificate. The revised framework has been approved by the VCCS and SCHEV.

CONSENT AGENDA-The consent agenda came from committee for approval-approved unanimously.

Course/Program	Action
<u>ECO 201: Principles of Macroeconomics</u>	Revision. Updated course guidance regarding receiving credit for ECO 120 and ECO 201.
<u>ECO 202: Principles of Microeconomics</u>	Revision. Updated course guidance regarding receiving credit for ECO 120 and ECO 202.
<u>EMS 165: Advanced Cardiac Life Support</u>	Revision. EMS 153 prerequisite removed per VCCS guidance.
<u>EMS 175: Paramedic Clinical Experience I</u>	Revision. Credit hour change and prerequisites removed per VCCS guidance.
<u>EMS 202: Paramedic Pharmacology</u>	Revision. Prerequisites removed per VCCS guidance.
<u>EMS 203: Advanced Patient Care</u>	Revision. Prerequisites revised per VCCS guidance.

<u>EMS 204: Advanced Patient Care Lab</u>	Revision. Prerequisites revised per VCCS guidance.
<u>EMS 206: Pathophysiology for the Health Professions</u>	Revision. Prerequisites revised per VCCS guidance.
<u>EMS 210: EMS Operations</u>	Revision. Prerequisites revised per VCCS guidance.
<u>EMS 212: Leadership and Professional Development</u>	Revision. Prerequisites removed per VCCS guidance.
<u>EMS 247: Paramedic Clinical Experience II</u>	Revision. Prerequisites removed per VCCS guidance.
<u>EMS 248: Paramedic Comprehensive Field Experience</u>	Revision. Prerequisites removed per VCCS guidance.
<u>EMS 249: Paramedic Capstone Internship</u>	Revision. Prerequisites removed per VCCS guidance.
<u>SOC 215: Sociology of the Family</u>	*Transfer VA* - Course Revision. Course description change.
<u>SOC 266: Race and Ethnicity</u>	*Transfer VA* - Course Revision. Course description change
<u>Accounting – AAS</u>	Revision - Replace ITE 119 with ITE 152. ITE 152 is a new Transfer VA course that replaces ITE 119 recommended for purge through the Transfer VA process.
<u>Art: Graphic Design -- CSC</u>	Revision - Replace ITE 119 with ITE 152. ITE 152 is a new Transfer VA course that replaces ITE 119 recommended for purge through the Transfer VA process.
<u>AA&S Approved Electives</u>	Revision – Remove GIS 200. Course has been discontinued.
<u>Applications in Law Enforcement -- CSC</u>	Revision - Replace ITE 119 with ITE 152. ITE 152 is a new Transfer VA course that replaces ITE 119 recommended for purge through the Transfer VA process.
<u>College/University Transfer – AA&S</u>	Revision - Replace ITE 119 with ITE 152. ITE 152 is a new Transfer VA course that replaces ITE 119 recommended for purge through the Transfer VA process.
<u>College/University Transfer, Psychology – AA&S</u>	Revision - Replace ITE 119 with ITE 152. ITE 152 is a new Transfer VA course that replaces ITE 119 recommended for purge through the Transfer VA process.
<u>Computer Aided Drafting – CSC</u>	Remove EGR 115. Course has been discontinued.
<u>Criminal Justice Foundations – CSC</u>	Revision - Replace ITE 119 with ITE 152. ITE 152 is a new Transfer VA course that replaces ITE 119 recommended for purge through the Transfer VA process.
<u>Engineering Assistant -- CSC</u>	Revision. Replace EGR 120 with EGR 121. EGR 120 has been discontinued.
<u>Human Services -- AAS</u>	Revision - Replace ITE 119 with ITE 152. ITE 152 is a new Transfer VA course that replaces ITE 119 recommended for purge through the Transfer VA process.

These were recommended from committee for approval; this was approved unanimously.

Information Items-Dr. Young updated the board on the information items.

1. Enrollment
2. COVID-19
3. G3 update
4. Bridge to JMU update

Personnel Report

Ms. Page reviewed the personnel report on page 116.

Enrollment

Dr. Young distributed and reviewed the enrollment report noting that summer enrollment is up currently about 7%. Fall enrollment is down about 10% but there are many initiatives underway including G3, which will provide a lot of tuition assistance and hopefully will increase enrollment in the summer. Administration is anticipating about one third to one half of the classes will be in-person this fall. Enrollment is down for the year.

Educational Foundation

Ms. Kiger reviewed the financial reports for the Foundation, noting that the Blue Ridge Fund had a goal of \$140,000 and is at more than \$229, 000 with several months left in the fiscal year that ends June 30. Ms. Kiger reported they are looking forward to the Friday Night Fresco this Friday, May 14 with about 100 gourmet picnic baskets sold.

New Business

Dr. Downey's evaluation

Ms. Callison moved that the Blue Ridge Community College Board convene in closed session to discuss the Dr. Downey's evaluation pursuant to the personnel exemption at § 2.2-3711(A)(1) of the Code of Virginia.

When the board reconvened:

The board has concluded its closed meeting and is hereby in open session.

Mr. Sunderlin stated: We will now take a roll call vote that will be included in the minutes certifying that to the best of each member's knowledge (1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed, 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 meeting by the public body.

Roll call vote

Matthew Sunderlin-aye

Michael Bedwell-aye

Debra Callison-aye

Ron Ramsey-aye

Cathy Welsh-aye

Dave Metz-aye
Mary Louse Leake-aye
John Matherly-aye

July meeting

Ms. Welsh recommended that the July board meeting be canceled; Mr. Matherly seconded and this was approved unanimously.

Board Self Evaluation

Dr. Downey reviewed the Board Self Evaluation form noting that the information is helpful, especially for SACSCOC reviews.

President's Report

Dr. Downey recognized the board members rotating off of the board and they were given an engraved clock to commemorate their service

Michael Bedwell
Ron Ramsey
Matthew Sunderlin
Frank Tamberrino

The General Assembly just passed funding for G3 which provides last dollar financial aid for career technical students/will enable some students to take classes for free.

BRCC is reopening July 6 with as close to normal operations as possible while following state guidelines.

Graduation

The graduation video was released on Saturday, May 8 at 10 a.m. and has been very well received. Students were given the opportunity to drive through campus and take pictures with Dr. Downey, family members, about 50 students and their families participated.

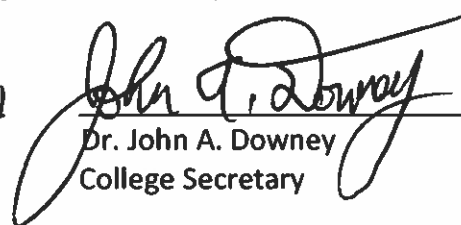
With no further business, the meeting was adjourned at 7:30 p.m.



John Matherly
College Board Chair

9/8/21

Date



Dr. John A. Downey
College Secretary

9/8/21

Date