



BLUE RIDGE COMMUNITY COLLEGE

BOARD OF TRUSTEES OPEN SESSION MEETING MINUTES

Monday, November 14, 2022 ~ 5 p.m. ~ Patton Building Workforce Board Room

Item

MEMBERS PRESENT	Brianna Allen, Cathy Childress, Steve Dozier, Dr. Clay Eddleman, Dr. Jeremy Gibbs, Chip Gould, Mark Isabelli, Nathan Kennedy , Kelly Leonard, Mike Pressley, Jim Rasmussen, Dr. Brian Weaver and Duke Woodhull
MEMBERS ABSENT	Vivian Bolaños and Betty Gash
OTHERS PRESENT	Lisa Adkins, Kathy Allen, Carolyn Alley, Lorri Allison, Brenda Blackburn, Kirsten Bunch, Rose Fichera-Lening, Dr. Laura Leatherwood, Glenda McCarson, Dr. Chad Merrill, Tammy Pryor, Dr. Scott Queen, Ben Rickert, Chris White, Steve Young, and College Attorney Dean Shatley
CALL TO ORDER AND WELCOME	Chairman Chip Gould called the meeting to order at approximately 5 p.m.
ETHICS STATEMENT	Mr. Gould read the Ethics Statement. No conflicts were reported.
APPROVAL OF AGENDA	Mr. Rasmussen moved to approve the meeting agenda. The motion was seconded by Mr. Woodhull and carried without opposition.
APPROVAL OF CONSENT AGENDA	A motion was made by Mr. Rasmussen, seconded by Dr. Eddleman, to approve the consent agenda. The motion passed without opposition.
COMMITTEE REPORTS	<p>Curriculum Committee</p> <p>Committee Chairman Dr. Brian Weaver shared that the Curriculum Committee met on November 1. He stated that it was a very comprehensive meeting and thanked the faculty and staff who participated for their hard work in pulling the report and the recommendations together. He then called on members of the Curriculum Committee for approval of the minutes of the November 1, 2022, meeting. On a motion by Ms. Childress, seconded by Dr. Eddleman, the minutes were approved. There was no opposition.</p> <p>Dr. Weaver then invited Vice President Kathy Allen and Vice President for Economic and Workforce Development/Continuing Education Dr. Scott Queen to lead the 2022 program review.</p>

- Ms. Allen presented the following new programs for approval:
 - Licensed Practical Nurse (LPN)
 - Elementary Education Residency Licensure Certificate
 - Associate Degree in Medical Office Administration
 - Associate Degree in Entrepreneurship
 - Artificial Intelligence pathway as addition to IT AAS degree offerings
 - Civil Engineering
 - Environmental Engineering
- Dr. Queen addressed several CE topics including:
 - Fall 2022 FTE estimate – up 1%
 - Growth of Apprenticeship and Skilled Trades programs
 - Corporate and Customized Training projects
 - Work with Rapid Response Team to assist Continental and Coats America dislocated workers
 - Future CE opportunities for expansion
- Dr. Weaver also mentioned:
 - The large amount of grant funding secured to support programs as shown on page 13 of the report to the Curriculum Committee
 - The College and the Committee’s attention to enrollment trends

With all questions answered, and by direction of the Curriculum Committee, Dr. Weaver moved to approve the new programs presented. As the motion came from the Curriculum Committee, no second was needed. The motion was unanimously passed by the trustees.

Finance and Investment Committee

On a motion made by Dr. Gibbs, seconded by Mr. Kennedy, the minutes from the October 25, 2022, Facilities and Finance Joint Committees meeting were approved. The motion passed without opposition.

Committee Chairman Kelly Leonard reviewed the financial reports as of September 30, 2022, as well as the formal financial statements for the year ended June 30, 2022 (unaudited) which were posted to the meeting web page. He highlighted several items including:

- State, Henderson County and Transylvania County budgets
- Additional allocations from the State during August & September
- Institutional funds (with deficit in fund 09)
- Short Term Investment Fund balance
- Institutional cash balance

- College staff has been asked to investigate allowable investment options now that interest rates are rising
- Increase in net position from June 30, 2021 to June 30, 2022
- State of NC Single Audit Report

Ms. Alley offered further explanation on the increase in net position from 2021 to 2022, and responded to trustee questions related to the financial reports.

Facilities Committee

Committee Chairman Duke Woodhull recognized Dr. Merrill to deliver an update on facilities projects. Dr. Merrill mentioned the documents posted to the meeting web page and highlighted the following:

- Henderson County capital projects – 12 projects; \$1.6 million
 - All 2022-23 projects are underway except for the Killian LED lighting project and the privacy fence along Duck Pond Drive
 - These projects are on hold by the County until it is known whether the projects currently underway stay within budget
- Transylvania County capital projects – six projects; \$212,000
 - All 2022-23 projects are underway
- Cell tower lease – Henderson County Campus
 - New draft lease and construction documents received Nov. 14
 - Documents have not yet been reviewed by the Committee or the College Attorney
 - Trustees posed several remaining questions including the size of the fall zone and the tower height

When related discussion ended, Dr. Gibbs moved to authorize the Board Chairman to execute the cell tower lease on behalf of the Board of Trustees when lease negotiations are complete and upon successful review by the College Attorney. The motion was seconded by Mr. Kennedy and approved by the trustees without opposition.

- New greenhouse design proposal
 - Two proposals for greenhouse project design were received
 - Proposals were made available for review by the Facilities Committee and scored; Clark Nexsen's proposal outscored the other firm by almost 100 points

With all questions answered and by direction of the Facilities Committee, Mr. Woodhull moved to approve the Greenhouse Design Proposal (by Clark Nexsen) as presented. As the motion came from the Facilities Committee, no second was needed and the motion passed without opposition.

- Facilities Master Plan - advanced planning
 - Clark Nexsen submitted two proposals for review:
 - Advanced planning for new facilities building
 - Advanced planning for new student center building

With all questions answered, and by direction of the Facilities Committee, Mr. Woodhull moved to approve Facilities Master Plan advanced planning for the new facilities building and the new student center buildings with Clark Nexsen. As the motion came from the Facilities Committee, no second was needed and the motion passed without opposition.

Dr. Merrill announced that Henderson County (budget staff) has asked that the College develop an estimate of financial requests through fiscal year 2027 (Four-Year Plan). This includes the operational budgets as well as anticipated capital requests, by the end of November. Work on the plan is underway and a recommendation will be presented for approval by the Board.

In conclusion, Dr. Leatherwood shared that the Transylvania County Commissioners have issued a public notice seeking applications from individuals interested in serving as at-large members on the newly formed Blue Ridge Community College Strategic Planning Capital Committee. A copy of the solicitation was sent to all trustees by email on November 13.

COLLEGE REPORTS

President's Report

President Leatherwood recognized Dr. Merrill to introduce new Blue Ridge CC Police Chief Christopher White. After the introduction, Chief White shared a presentation on the Police Department:

- Staffing levels
- Recent accomplishments
- Incident Command Training and future training plans
- Police Department goals

Dr. Leatherwood referenced her written report which was published on the meeting web page, pausing to answer any related questions. She covered several topics in her verbal report including:

- Legislative priorities
 - Provided hard copy of current priorities along with list of elected officials in the service area
 - Asked the trustees to advocate for these priorities when interacting with elected officials

- Performance based bonus for faculty and staff
 - Funding source
 - Amount increased to \$1500 as College performance measures improved
 - Eligibility
- Successful Cyber Security Audit by the NC National Guard - no immediate findings
- Movie being filmed at the Health Sciences Center
- Presentation to the National Association of CC Trustees in New York
 - Joined by Dr. Gibbs as a trustee representative
 - Topic: NC Reconnect – Adult Learner Initiative
 - Blue Ridge CC was the lead college for the state of NC
 - Travel expenses funded by the John M Belk Endowment
- Upcoming visits to Henderson County Campus
 - Governor Cooper
 - State Board of CC member Jerry Vaughan
 - Golden LEAF Foundation CEO Scott Hamilton

Educational Foundation Report

Vice President Adkins afforded the following updates:

- Marketing:
 - Spring campaign theme – “Future Proof”
 - Program rack cards are being refreshed based on priorities established by College Vice Presidents
 - Digital advertising snapshot
- Foundation:
 - Employee Giving Campaign
 - Increase in total amount given over last year
 - Increase in number of employees who participated
 - Sporting Clays Tournament
 - Successful, sold out event
 - Planning next year’s event
 - Update on grants received as well as grants applied for

Student Government Association (SGA) Report

SGA President Brianna Allen reviewed the SGA report which was published on the meeting web page, highlighting several items:

- Hispanic Heritage Month recognition activities
- N4CSGA Fall Conference
- Coffee with a Cop and Halloween events held on HCC and TCC
- HCC Fall Flannel Festival where more than \$200 was raised for the Road Warriors Foundation

Item

OLD BUSINESS

None.

NEW BUSINESS

None.

CLOSED SESSION

The Blue Ridge Community College Board of Trustees entered closed session at approximately 6:53 p.m. on a motion pursuant to G.S. 143-318.11(a)(1), to prevent the disclosure of confidential personnel information pursuant to G.S. 115D-27. The motion was made by Mr. Rasmussen, seconded by Mr. Leonard, and passed without opposition.

At approximately 7:35 p.m. the trustees returned to open session on a motion by Dr. Gibbs. The motion was seconded by Mr. Dozier and carried without opposition.

COMMENTS AND
ADJOURNMENT

Upon returning to open session, there were no further agenda items and the Chairman adjourned the meeting at approximately 7:36 p.m.

John B. "Chip" Gould, Chairman

Dr. Laura B. Leatherwood, Secretary