



**BLUE RIDGE COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING MINUTES**

September 11, 2023 ~ 11:30 a.m.
Transylvania County Campus, Straus Building, Room #140

Item

MEMBERS PRESENT	Cathy Childress, Dr. Clay Eddleman, Betty Gash, Chip Gould, Jan King, Al Platt, Mike Pressley and Dr. Brian Weaver
MEMBERS ABSENT	Vivian Bolaños, Mike Hawkins, Mark Isabelli, Nathan Kennedy, Kelly Leonard, Jim Rasmussen and Shae Thomas
OTHERS PRESENT	Kathy Allen, Carolyn Alley, Kirsten Bunch, Dr. Jessica Harrell, Dr. Laura Leatherwood, Glenda McC Carson, Dr. Chad Merrill, Tammy Pryor, Dr. Scott Queen, Ben Rickert, Dr. David Stegall, Trina Stokes, Chris White, Steve Young and College Attorney Dean Shatley
CALL TO ORDER AND WELCOME	Mr. Gould called the meeting to order at approximately 11:30 a.m. Dr. Jan King was introduced and welcomed to her first Board meeting as a Blue Ridge Community College Trustee.
ETHICS STATEMENT	Mr. Gould read the Ethics Statement. No conflicts were reported.
APPROVAL OF AGENDA	Mr. Pressley moved to approve the meeting agenda. The motion was seconded by Ms. Gash and carried without opposition.
APPROVAL OF CONSENT AGENDA	A motion was made by Dr. Weaver, seconded by Ms. Childress, to approve the consent agenda. The motion passed without opposition.
COMMITTEE REPORTS	<p>Finance Committee</p> <p>Mr. Pressley called for approval of the minutes from the Finance and Facilities Committees joint meeting held on August 28, 2023, from members of the committees. The minutes were approved on a motion by Mr. Platt, seconded by Ms. Gash, and passed without opposition.</p> <p>Ms. Alley was recognized to give a financial update. Ms. Alley noted that the financial reports were posted to the meeting website last week and paused for questions. She then called attention to the following:</p> <ul style="list-style-type: none">• College operating under baseline budget while awaiting State budget approval• Agency funds (fund 09) balance and explanation• Unspent funding at June 30, 2023, and funds carried forward to 2023-2024• EAGLE Report for fiscal year ending June 30, 2023<ul style="list-style-type: none">○ Purpose and history of the EAGLE program

- Noted the financial processes and compliance program processes tested
- Shared the results of testing and improvement plans
- Financial Statement Audit
 - Auditors were on site in August for Internal Controls review; remaining field work expected to be completed in January or February
 - Expecting final audit report in the second quarter of 2024

All questions were answered.

Facilities Committee

Mr. Pressley called on Dr. Chad Merrill to provide an update on facility-related business. Dr. Merrill referenced the reports posted to the meeting website and paused for questions. He then gave a verbal update which included the following:

- Projects listed on posted reports were discussed in detail at the Committee meeting on August 28
- Greenhouse Project (including two restrooms)
 - Three funding sources
 - Bid process/timeline
 - Bid opening scheduled for October 3; requesting Board action for accepting construction bid in order to keep project moving forward once acceptable bid is obtained (*see below)
- US Cellular Cell Tower: Project has been cancelled by US Cellular
- Homeland Security (HS) Use of Space in Flat Rock Building
 - HS Investigations Division – Cybercrime Unit; two permanent officers and one roaming officer
 - Agreement drafted by College Attorney and signed by President Leatherwood; in-kind use of one small classroom space
 - Space is located in close proximity to BRCC Police Dept., BLET and Criminal Justice programs; HS officers will be available to speak to Blue Ridge CC students
- Filming at the Health Sciences Center by Outside Groups
- Transylvania County (TC) Strategic Capital Planning Committee
 - Described the Committee's purpose
 - Reviewed history of past meetings and meeting topics
 - Upcoming meetings and next steps
 - Committee's recommendation to be presented to the TC County Commissioners in November
- TCC Roundabout
 - Displayed drawing of DOT's preliminary plans depicting right of way and easements and the proximity to campus and the Straus Building

- Trustees will negotiate the right of way land acquisition purchase price for the College
- Project will go out to bid in spring 2025
- Expected completion date – spring 2027

*After all questions were answered, and at the recommendation of the Facilities Committee, Mr. Pressley moved to give authorization to the Facilities Committee Chairman or the Board Chairman to act on behalf of the Board to accept the bid for the greenhouse project, provided funding is available. To provide clarification before the final vote of the Trustees, Dr. Merrill gave a breakdown of the funding sources and amounts that would comprise available funding.

As the motion came from the Facilities Committee, no second was needed. Trustees signified their approval by saying "aye." There was no opposition.

COLLEGE REPORTS

President's Report

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

- Summer Enrollment FTE compared to Summer 2022
 - Curriculum - down 6.5%
 - CE - up 22%
 - Adult Education & Literacy - up 9%
- Fall 2023 Enrollment - Early Projections
 - Curriculum – a slight decrease of 1.13%
 - How this compares to local peers
 - Expecting to do well
- Summer 2023 credentials
 - 72% of the credentials awarded were technical programs
 - 28% were college transfer
- Employee Benefits Plan Request for Proposal (RFP)
 - Five companies responded to the RFP
 - Internal College Committee reviewed and evaluated proposals
 - Pierce Benefits Group was awarded the contract
- Convocation – August 2023
 - Several short speeches around the theme of "Opportunity"
 - What's ahead including the shifts in our country's population commonly referred to as the "enrollment cliff"
 - Opportunity to commit to excellence in customer service to our students and community so that the College remains competitive in the future
- Free College (Brighter Future Scholarships) Update
 - 816 students are currently receiving \$695,200 for the fall semester as a last dollar scholarship; funding will be depleted by December 31st

- Since 2020, more than 2,800 Brighter Future Scholarships have been awarded with a total financial impact of more than \$4,752,559
- Manufacturing Video
 - Funded by Expanding Community Colleges Economic Impact grant and features Blue Ridge Community College graduates
 - Video has been shared with our partners for their use in recruiting industry
- Nursing Accreditation Visit
 - August Associate Degree Nursing program site visit by the Accreditation Commission for Education in Nursing (ACEN)
 - Preliminary recommendation for Initial Accreditation indicated all areas in compliance and one criterion for development
 - Final decision from the ACEN Board is anticipated before the end of the academic year; expectation is full accreditation
- Campus Safety
 - Always top of mind
 - Campus preparedness and safety protocol
 - Handout provided
- Performance Measures
 - Ms. Kathy Allen and Dr. Jessica Harrell explained the seven performance measures and the College's results for each measure
 - Ms. Allen discussed the College's Improvement Plan
 - Reports under development to measure success of implemented improvement strategies

Educational Foundation Report

Educational Foundation Director Trina Stokes was recognized to give an update on Foundation activities. She covered several topics including:

- Foundation Financial Audit
 - Clean audit with zero adjusting journal entries
 - Formal report will be forthcoming from the Audit firm
- Recent Gifts
- Fall 2023 Scholarships
 - More than 1,200 scholarship applications received
 - \$825,000 scholarships awarded
- Upcoming Events
 - Ryan Hendrix Memorial Golf Tournament - proceeds will support Blue Ridge CC BLET students
 - Arida Arts Symposium featuring Storyteller Ronnie Pepper
 - Foundation Directors and Board of Trustees joint social
 - Sporting Clays Tournament
 - Scholarship Luncheon and Community Ambassador Program (spring)

OLD BUSINESS

Board Committee assignments have been made and communicated. Trustees were advised to contact Chairman Gould with any concerns about committee assignments.

NEW BUSINESS

Statement of Economic Interest (SEI) Evaluations

Mr. Gould shared that several SEI Evaluation letters were received since the last Board meeting. The letters were for the three new trustees appointed this summer, along with several others as part of the NC Ethics Commission’s biennial evaluations. The names and results are as follows:

- Actual conflict of interest or the likelihood of conflict not found
 - Cathy Childress
 - Mike Pressley
 - Dr. Brian Weaver
- Actual conflict of interest not found, but potential for conflict exists, does not prohibit service on the board
 - Vivian Bolaños
 - Dr. Clay Eddleman
 - Mike Hawkins
 - Mark Isabelli
 - Nathan Kennedy
 - Dr. Jan King
 - Kelly Leonard
 - Al Platt

NCACCT Leadership Seminar

The NCACCT Leadership Seminar took place in Wilmington August 31 and September 1. Blue Ridge Community College Trustees did not attend due to inclement weather.

COMMENTS AND
ADJOURNMENT

The Chairman announced that the next meeting of the Board of Trustees is scheduled for November 13, 2023, at 11:30 a.m. and will be held on the Henderson County Campus.

The meeting adjourned at approximately 12:52 p.m. on a motion by Ms. Childress, seconded by Dr. Weaver.

John B. “Chip” Gould, Chairman

Dr. Laura B. Leatherwood, Secretary