



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

November 13, 2023 ~ 11:30 a.m.

Henderson County Campus, Patton Building, Workforce Development Boardroom - room #120

Item

MEMBERS PRESENT	Vivian Bolaños, Cathy Childress, Dr. Clay Eddleman, Betty Gash, Chip Gould, Mike Hawkins, Nathan Kennedy, Jan King, Kelly Leonard, Al Platt, Mike Pressley, Jim Rasmussen, Shae Thomas and Dr. Brian Weaver
MEMBERS ABSENT	Mark Isabelli
OTHERS PRESENT	Kathy Allen, Carolyn Alley, Lorri Allison, Dr. Laura Leatherwood, Glenda McCarson, Dr. Chad Merrill, Tammy Pryor, Dr. Scott Queen, Ben Rickert, Dr. David Stegall, Trina Stokes, Faculty Senate representative Carol Wheeler and College Attorney Dean Shatley
CALL TO ORDER AND WELCOME	Mr. Gould called the meeting to order at approximately 11:33 a.m.
ETHICS STATEMENT	Mr. Gould read the Ethics Statement. No conflicts were reported.
APPROVAL OF AGENDA	Mr. Leonard moved to approve the meeting agenda. The motion was seconded by Dr. Weaver and carried without opposition.
APPROVAL OF CONSENT AGENDA	A motion was made by Dr. Eddleman, seconded by Ms. Bolaños, to approve the consent agenda. The motion passed without opposition.
COMMITTEE REPORTS	<p>Curriculum Committee</p> <p>Chairman Gould recognized Curriculum Committee Chairman Dr. Brian Weaver. Dr. Weaver notified the trustees that the Curriculum Committee meeting scheduled for November 1 was cancelled due to a lack of quorum. As a result, College staff will make their full presentation and seek approval of their program recommendations from the full board.</p> <p>Dr. Scott Queen’s and Ms. Kathy Allen’s report included the following:</p> <ul style="list-style-type: none">• Opportunities and what sets Blue Ridge CC apart from other CCs• The internal evaluation process for new programs under consideration• Updates on recently added programs:<ul style="list-style-type: none">○ Six programs were launched in fall 2023○ Practical Nursing diploma to launch in spring 2024○ Respiratory Therapy program to launch fall 2024• Grants awarded and pending grant applications• Recommendations – Additions to program offerings

- Expand Basic Law Enforcement Training (BLET) to curriculum
 - Offer in both curriculum (CU) and continuing education
 - CU affords students the opportunity for scholarships and/or Pell grant financial support
- Add Environmental Engineering Technology Planning certificate under Environmental Engineering program

On a motion by Ms. Childress, seconded by Ms. Bolaños, the trustees approved adding Basic Law Enforcement Training (BLET) as a new curriculum program. The motion passed without opposition.

- Recommendations – Closures
 - Legal Office *Certificate* under Office Administration degree program
 - Information Technology Game and Simulation Programming *pathway*
 - Brewing, Distillation and Fermentation program (*full program*)

On a motion made by Ms. Bolaños and seconded by Ms. Childress, the trustees approved the closure of the Brewing, Distillation and Fermentation program as a curriculum offering. The motion passed without opposition.

- Continuing Education Updates
 - Enrollment
 - Seven new apprenticeship options have been added
 - Public Safety - all programs now housed on Flat Rock Campus
 - Marketing for Industry Flex Labs
 - Future Opportunities

Dr. Weaver added his appreciation to College leadership for their “deep data dive” that is a part of the College’s on-going internal program review. As shown in the written report, recommendations are made to the trustees based on data such as current enrollment trends, program requirements and needs, as well as what is best for students.

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:

- Of the 55 projects approved for Henderson County, 41 are now complete or under contract
- Greenhouse Project
 - Thanks to everyone for attending the special called meeting
 - The document approved at that meeting is on the agenda for the State Board of CC meeting later in the week

- Working with contractor to bring the bid into alignment with the approved budget
- Transylvania County Capital Planning Committee
 - October 16th meeting
 - Committee reviewed and finalized the study report
 - Findings (not recommendations) are to be presented to the Transylvania County Commissioners on December 11
 - Existing site is not going to meet future needs
 - New campus planning should be done in partnership with Transylvania Economic Alliance to complement economic development needs

Finance Committee

Mr. Kennedy called for approval of the minutes from the Finance and Facilities Committees joint meeting held on October 31, 2023, from members of the committees. The minutes were approved on a motion by Mr. Leonard, seconded by Ms. Gash, and passed without opposition.

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 noted the following:

- Financial update at September 30, 2023
 - Allocations received from the state in August and September
 - November financial update will reflect the reconciliation of the baseline budget to the final budget
 - Institutional funds summary and total institutional cash balance
- Financial update at June 30, 2023 (unaudited)
 - College's net position at June 30, 2023
 - Statement of Revenues, Expenses and Changes in Net Position with attention to page 7 of the formal financial statements
 - Notes on pages 29-60 afford additional information essential for a complete understanding of financial statement data
 - The audit for the year ended June 30, 2023, is underway. The final audit report is expected near the end of the first quarter of 2024.

College Budget

The 2023-24 College Budget Resolution, 2023-24 SGA Budget and 2023-24 DCC 2-1 were presented. On a motion by Ms. Bolaños, seconded by Dr. Eddleman, the trustees approved the budget resolution, the SGA budget and the DCC 2-1. The motion passed without opposition.

Salary Increases

Mr. Kennedy presented the resolution for salary increases for consideration. Session Law 2023-134 directs that a 4% across-the-board salary increase be provided to community college employees effective July 1, 2023.

By direction of the Finance Committee, Mr. Kennedy moved to approve the Resolution for Salary Increases as presented. As the motion came from the Facilities Committee, no second was needed. Trustees signified their approval by saying "aye." There was no opposition.

Performance-Based Bonuses

Mr. Kennedy and Dr. Leatherwood discussed performance-based bonuses. As allowed by the State Board of Community Colleges, performance-based funding allocated to colleges may be used for one-time bonuses for faculty and staff. Eligibility requirements were shared. The bonuses will be paid to eligible employees at the end of November.

State of NC Single Audit Report

Mr. Kennedy and Ms. Alley concluded the Finance Committee's report with a mention that Blue Ridge Community College did not have any deficiencies in the single audit report of the State of NC for the period of July 1, 2021 through June 30, 2022, reviewed by the US Department of Education.

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:

- Recognition of Veterans
- College ranked as one of the best for online public service degrees by STEPS (Student Training & Education in Public Service) for 2023-24
 - More than 6,000 institutions vetted by STEPS
 - Only 13% of US colleges and universities earned a rank
 - Blue Ridge was ranked in five different categories
 - #3 AAS Early Childhood Education
 - #5 Fire Protection Technology
 - #12 Overall
 - #14 Criminal Justice Technology
 - #20 Online Criminal Justice Associate Degrees
- Commencement Graduation reminder: December 15, 2023, at 6 p.m.
- Legislative changes to Board of Trustee appointments
 - Effective as terms expire or trustees resign
 - The Governor and Board of Education lose their appointments
 - The NC Senate and the NC House will have a total of four appointments each
- College schedule for the upcoming Thanksgiving holiday

Educational Foundation Report

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

- Recent Events
 - Arida Arts Symposium featuring Storyteller Ronnie Pepper

- Buchanan Construction Golf Tournament in memory of fallen Officer Ryan Hendrix; \$25,000 raised to benefit BLET
- Sporting Clays Tournament raised \$17,000
- Presentation to Men’s Garden Club of Asheville
- Upcoming Event
 - Scholarship Luncheon scheduled for February 21, 2024
- Gifts
 - Amount of Foundation gifts raised since July 1, 2023
 - New endowment agreement worth \$100,000 has been signed

Student Government Association (SGA) Report

Mr. Gould welcomed SGA President Shae Thomas to her first board meeting and invited her to deliver her report. She shared information about several events planned and hosted by SGA since the start of the semester, including:

- What’s Poppin’
- Constitution Day Lecture
- Coffee with a Cop (HCC and TCC)
- Flannel Fest
- Pie-A-Palooza (United Way fundraiser)
- Welcome Week activities at TCC

OLD BUSINESS

None

NEW BUSINESS

None

CLOSED SESSION

The Blue Ridge Community College Board of Trustees entered closed session 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, and 318.11(a)(3), to prevent disclosure of confidential attorney-client communications at approximately 12:49 p.m. The motion was made by Dr. Weaver, seconded by Mr. Leonard, and passed without opposition.

RETURN TO OPEN SESSION

A motion to adjourn closed session and move back into open session was made by Ms. Bolaños and seconded by Ms. Gash at approximately 1:09 p.m. The motion passed without opposition.

Upon return to open session, a motion was made by Dr. King to approve the settlement discussed in closed session. The motion was seconded by Ms. Bolaños. The motion passed unanimously.

Item

COMMENTS AND
ADJOURNMENT

The Chairman announced that the next meeting of the Board of Trustees is scheduled for January 8, 2024, at 11:30 a.m. and will be held on the Henderson County Campus.

The meeting concluded at approximately 1:11 p.m. on a motion by Dr. Weaver, seconded by Dr. Eddleman.

John B. "Chip" Gould, Chairman

Dr. Laura B. Leatherwood, Secretary