

**Blue Ridge Community College  
College Board Meeting  
May 14, 2025**

**Board Members Present:**

- Ms. Kelly Blosser
- Ms. Debra Callison
- Mr. Robin Crowder
- Ms. Janet Ewing
- Ms. Vermell Grant
- Ms. Capitola “Cappie” Hull
- Mr. John Matherly
- Ms. Cathy Welsh

**Board Members Absent:**

- Mr. John Butler
- Mr. Tony Davenport
- Ms. Sandy Hernandez

**College Staff in Attendance:**

- Dr. John Downey, President of the College and Secretary of the Board
- Dr. Dave Urso, Vice President of Academic Affairs
- Ms. Anastasia Triplett, Vice President of Finance and Administration
- Ms. Amy Kiger, Executive Director of the BRCC Educational Foundation
- Ms. Sandi Belcher, Executive Assistant to the President
- Ms. Rajan Shore, Coordinator, Transfer Program Advising Center

**Others:**

- Ms. Jolie Lewis, Associate Vice Provost for Academic Support & Director of Transfer Initiatives, JMU

**Welcome and Call to Order**

Ms. Callison welcomed everyone and called the meeting to order at 6:06 pm.

**Moment in Mission**

Dr. Downey introduced Ms. Rajan Shore, Coordinator, Transfer Program Advising Center, and Ms. Jolie Lewis, Associate Vice Provost for Academic Support & Director of Transfer Initiatives, JMU. They led the Board through a PowerPoint presentation that elaborated on the recent new collaborations with JMU’s Transfer Initiatives and Admissions, including the BR2JMU program, the Aspen Institute, and the Direct Connect path to JMU.

**Approval of November 13, 2024 and March 12, 2025 Minutes of Proceedings**

Motion to accept both sets of minutes was made by Mr. Hull and seconded by Mr. Matherly. They were approved and unanimously passed.

## Reports

- A. Finance and Facilities** - Ms. Triplett began with the financial reports for the period of the fiscal year between July 1, 2024 and March 31, 2025. **\*Ms. Blosser moved and Ms. Grant seconded that the Board vote for approval of The Financial Reports from July 1, 2024 – March 31, 2025 as presented and file them for audit. The motion was passed unanimously.** Ms. Triplett then went over the Local Funds Budget Request for the 2025-2026 fiscal year. **Ms. Welsh moved and Ms. Ewing seconded that the Board vote for approval of the FY26 Local Board Budget, as presented and file them for audit. The motion was passed unanimously.** Ms. Triplett then gave an update on the CDL Range, stating that the paving is almost complete and the building is expected to be up sometime in June or July. She also spoke of upcoming projects: replacing the B Building roof and bathroom renovations in G Building. She stated that the fan coil project that was supposed to begin this summer has been delayed and that she would have more information on the Signage project at the next meeting.

**Academic Affairs** – Dr. Urso began his report with information about the unification of the Student Code of Conduct across all 23 community colleges within the VCCS system, instead of each individual college having their own. He mentioned that sanctions went from eight for BRCC to forty-three within the VCCS. Dr. Urso suggested, and the Board agreed to discuss all the proposed Action Items with regard to program changes and then, if there were no problems, to vote on them en masse. The proposed changes are as follows: Revisions - Computer and Electronic programs, CSC in Secure Computer Networking, adopting ART 180 Introduction to Computer Graphics from VCCS Master Course File, replacing all instances of ART 283 with ART 180 as Transfer VA, increase credits for EMS 170 and accept the one credit increase to the total credits in the two programs the change will affect; Additions – add CHM 110 to the additional transfer electives in AS, Health Science, and adopt SPA 115 and include the course in all instances of the World Languages elective option; Discontinuations - discontinuing CSC in Computer Help Desk, CSC in Pre-Emergency Medical Services, ART 283, and ITE 182; Credit for Prior Learning – to RN to Paramedic Bridge, MTH 111 for current Manufacturing Skills Institute, MTI Certified Trainer certification, and INS 110 for current National Institute for Metalworking Skills, Industrial Technology Maintenance: Process Control Systems Certificate. **\*Ms. Blosser made a motion, seconded by Ms. Grant, to approve the list. The motion passed unanimously.** Dr. Urso next presented the list of ART courses that received a title revision and edits to the course descriptions, objectives, and major topics: ART 153 is now Ceramics Handbuilding I, ART 154 is now Ceramics Wheel Throwing I, ART 235 is now Ceramics Handbuilding II, and ART 36 is now Ceramics Wheel Throwing II. These items were informational only, no action required.

- B. Secretary Downey** asked Ms. Triplett to give the Personnel Report.  
Secretary Downey asked Dr. Urso to give an enrollment update.  
Secretary Downey asked Ms. Kiger to give the Educational Foundation report. Ms. Kiger reported on the Blue Ridge Fund Comparison report and the All Funds Comparison report. She announced that the amount of Unrestricted Funds raised was the highest amount since 1985. Ms. Kiger then spoke about the big annual fundraiser, Casino Royale, that took place on April 25. They raised over \$63,000 and even though they fell short of their goal of \$65,000, they still raised more than they had the previous year.

## Old Business

Board Self-Evaluation – Ms. Callison noted that 10 out of the 11 Board members participated in the evaluation and she expressed her appreciation. She noted that the comments expressed in the evaluation were overwhelmingly positive and revealed the pride and honor members feel for their service to the college. Dr. Downey spoke briefly about attendance and the importance of the work the

Board does for the college. He then asked the Board to discuss his evaluation in a closed session. **\*Ms. Blosser moved and Ms. Welsh seconded that the Board move into closed session to discuss Dr. Downey's evaluation. The motion passed unanimously and BRCC staff left the room. \*Upon return, Ms. Welsh moved and Mr. Matherly seconded that the Board move out of closed session. The motion passed unanimously. \*Each Board member present (Ms. Blosser, Ms. Callison, Mr. Crowder, Ms. Ewing, Ms. Grant, Ms. Hull, Mr. Matherly, and Ms. Welsh) audibly certified that they only discussed Dr. Downey's evaluation while in closed session. \*Ms. Welsh moved and Mr. Matherly seconded that the Board accept the letter containing Dr. Downey's evaluation, written by the Chair. The motion passed unanimously.** The evaluation letter from the Board was presented to Ms. Belcher to be delivered to the Chancellor's office.

### **New Business**

**Election of Educational Foundation Liaison.** The Chair thanked Ms. Blosser for her service in this role and acknowledged that she was stepping down. Janet Ewing was nominated to take her place. The Chair opened the floor for additional nominations. There being none, Ms. Callison called for a vote. **\*Mr. Crowder moved and Ms. Blosser seconded Janet Ewing as the new liaison. The motion passed unanimously.**

**Approval of Advisory Committee Membership.** Dr. Downey presented the list of members of the BRCC Advisory Committees. **\*Ms. Welsh moved and Ms. Ewing seconded the approval of the list. The motion passed unanimously.**

**Recognition of Board Members.** Dr. Downey announced that four Board members were rotating off: Ms. Callison, Mr. Matherly, Ms. Blosser, and Ms. Hull. He presented each with an engraved clock and thanked them for their service. Each locality affected (Augusta, Waynesboro, Rockingham, and Highland) will be appointing new members to the Board sometime over the summer.

**New Board Member Orientation Luncheon.** Dr. Downey announced that in place of the regularly scheduled Board meeting on the evening of July 9, that instead a luncheon be held on that date and that, in addition to new Board members, that all members were strongly encouraged to attend, if possible. **\*Mr. Matherly moved and Ms. Grant seconded the change of time and purpose of the July meeting. The Board passed the motion unanimously.**

**Report from the President.** Dr. Downey updated the Board on the College's graduation and pinning ceremonies, as well as the College's annual Awards Day celebration, took place the previous week. He spoke about BRCC's ambassador program, the Executive Order made by the POTUS, which prompted the Virginia Attorney General to require a resolution from each college in the VCCS, as well as a letter of compliance. Dr. Downey further spoke on the status of the budget and changes to Dual Enrollment.

### **Public Input**

No members from the public were in attendance.

There being no further business or discussion, the meeting was adjourned at 8:09 pm.

*\*Items requiring action*

*Respectfully submitted by Ms. Sandi Belcher*