

**John Tyler Community College**  
**Minutes of Board Meeting #283**  
**February 17, 2022**

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The John Tyler Community College Board meeting convened at 3:00 p.m. on the Chester Campus, on Thursday, February 17, 2022.

Members Present:

William Barnes  
Tammie Collins, Chair  
Linda Gholston  
Michelle Johnson  
Aubrey Lindsey  
Deborah Marks  
Kenneth Pritchett  
Douglas Smith  
Lorie Camp Southall  
Zelda Tucker-Dugger  
Christine Wilson  
Lisa Winfield

Members Absent:

Elliot Eliades  
Joseph Tylus  
Ann Williams

Staff Present:

Edward E. Raspiller, President  
Kara Armstrong, Assistant to the President  
Rachel Biundo, Vice President of Institutional Advancement  
Mikell Brown, Associate Vice President of Academics  
Elizabeth Creamer, Vice President of Workforce Development and Credential Attainment, CCWA  
Susan Grinnan, Vice President of Administration  
Chip Kramer, Director of Facilities Operation and Safety  
Larry Olanrewaju, Faculty Association Representative  
Keri-Beth Pettengill, Director of Institutional Effectiveness  
Natolyn Quash, Associate Vice President of Finance  
Fred Taylor, Director of Governmental and Administrative Services  
Holly Walker, Public Relations Manager

1. CALL TO ORDER – Ms. Collins

The meeting was called to order at 3:00 p.m.

2. PUBLIC COMMENT – Ms. Collins

There was no public comment.

3. ADOPTION OF THE MINUTES– Ms. Collins (Tab 1)

A motion was made by Dr. Deborah Marks, seconded by Mr. William Barnes, that “THE BOARD APPROVE THE MINUTES OF MEETING NUMBER 282 DATED NOVEMBER 4, 2021.” The motion passed unanimously.

4. ELIMINATION OF ADVANCED MANUFACTURING TECHNOLOGY AAS DEGREE – Dr. Brown (Tab 2)

Dr. Brown presented the Advanced Manufacturing Technology, AAS for deletion. The program is being discontinued due to lack of enrollment. Students began to enroll in the Technical Studies program, where they are better served. Dr. Brown explained that local employers prefer Career Tach Studies. The Advanced Manufacturing Technology (AMT) program never gained traction, after several years of existence. There are currently four students enrolled in the AMT program and they have successfully completed 0-5 classes. All students can be moved to Tech Studies or another degree program without loss of credits. Dr. Brown noted that no courses will need to be discontinued and all classes currently offered in the AMT degree program are also required in most Tech Studies tracks. The Curriculum and Instruction committee approved the deletion on January 28, 2022 and the Tyler Administrative Council approved the deletion on February 7, 2022. After College Board approval, the proposal will be submitted to the VCCS and SACSCOC.

A motion was made by Ms. Michelle Johnson, seconded by Ms. Chris Wilson, that “THE BOARD APPROVE THE ELIMINATION OF ADVANCED MANUFACTURING TECHNOLOGY AAS DEGREE AS PRESENTED.” The motion passed unanimously.”

5. Chester Facilities Equipment Shed Overview – Mr. Kramer (Tab 3)

Mr. Kramer explained that during the January 2020 ice storm, part of a tree fell on the roof of the equipment shed resulting in multiple holes in the roof and broken portions of the roof structure. The equipment shed was constructed over 20 years ago without permit, code compliance, or any formal design. As a result, the roof

structure cannot be replaced as it does not comply with the building code and will need to be demolished.

Mr. Kramer is requesting approval to redirect a portion of the remaining balance of local funds from the Nicholas and Bird renovation project to fund the construction of the Chester Equipment shed. The design will be funded through the facilities operating budget.

A motion was made by Ms. Chris Wilson, seconded by Dr. Deborah Marks, that “THE BOARD APPROVE THE CHESTER FACILITIES EQUIPMENT SHED OVERVIEW AS PRESENTED.” The motion passed unanimously.

6. BOARD POLICY MANUAL APPROVAL – Mr. Taylor

Mr. Taylor reminded the Board that revisions to the Local Board Policy Manual were presented at the November meeting. He explained that many of the changes were driven by changes in the VCCS Policy Manual. He noted that additional sections were also added.

A motion was made by Mr. William Barnes, seconded by Dr. Deborah Marks, that “THE BOARD APPROVE THE BOARD POLICY MANUAL AS PRESENTED.” The motion passed unanimously.

7. NEW STREET NAME – Ms. Biundo

Ms. Biundo explained that when the new street names were sent to the Richmond Regional Planning Commission for approval, we were notified that Lantern Lane was not available to use. The previously approved list of names was reviewed and the new option to replace Greenway Crossing is Embark Lane. She noted that Future Lane is a back-up recommendation if the Richmond Regional Planning Commission denies Embark Lane.

A motion was made by Mr. Ken Pritchett, seconded by Ms. Deborah Marks, that “THE BOARD APPROVE THE NEW STREET NAME AS PRESENTED.” The motion passed unanimously.

8. APPOINTMENT OF BOARD NOMINATING COMMITTEE – Ms. Collins

Ms. Collins reminded the board that this will be her last meeting as Chair of the Board. She noted that the Vice Chair will move into the Chair position. She asked for three volunteers to serve on the board nominating committee. Dr. Deborah Marks, Ms. Michelle Johnson, and Mr. Doug Smith volunteered. Ms. Collins stated that if the committee has any questions, please reach out to her or Mr. Ken Pritchett, as both have previously served on the committee.

A motion was made by Ms. Chris Wilson, seconded by Mr. Aubrey Lindsey, that “THE BOARD APPROVE THE BOARD NOMINATING COMMITTEE AS PRESENTED.” The motion passed unanimously.

9. BUDGET REPORT – Ms. Grinnan

Ms. Grinnan presented the budget report ending January 31, 2022. She thoroughly reviewed each account and explained the expenditures.

10. CCWA ANNUAL REPORT – Ms. Creamer

Ms. Creamer gave an overview of the CCWA annual report that was provided in previously sent meeting materials.

11. PRESIDENT’S REPORT – Dr. Raspiller

Dr. Raspiller noted that CCWA is a shared workforce partnership and he is not aware of a similar collaboration that works. He explained that Tyler provides work space, but no funds toward salaries or benefits. CWA can sustain their operation without state dollars being infused.

Dr. Raspiller reported that he and Dr. Fiege have been visiting with K-12 Superintendents in the colleges service areas. The hope is to get a high-demand credential in every junior’s hand. He noted that the Superintendents have all agreed to continue to work towards this goal.

Dr. Raspiller explained that Ms. Christin Jones, Grant Writer in the Foundation office, has put together a proposal for Go Virginia regarding starting a Pharmaceutical Manufacturing program. An area has already been identified in Moyar Hall, on the Chester Campus, where classrooms will be converted into lab space. There has been a lot of positive feedback.

Dr. Raspiller provided an update on the Diversity, Equity, and Inclusion Plan and the renaming project. He noted that we are inching closer to July 1, when Tyler will be officially changed to Brightpoint Community College. He stated there has been plenty of positive feedback.

Dr. Raspiller noted that the biggest initiative is the SACSCOC visit in September 2022. He explained the process and noted that information will be on our webpage.

Dr. Raspiller gave an update on the legislative session, noting he was hopeful for a Skilled Trades Building but it did not make it into the budget. He stated that

there are still many positive things that made it, including more financial aid support.

Dr. Raspiller stated that in May, there will be a two-day Administrative Council Retreat. He explained that the focus on living into the Brightpoint name and what we think about our work.

Dr. Raspiller happily announced that Commencement will be held in person on May 13 at Virginia State University. He noted that there will be two separate ceremonies, one for 2020/2021 graduates and one for 2022 graduates. He asked the board to please plan on joining both events.

Dr. Raspiller reminded the Board that at the last meeting, Mr. Aubrey Lindsey requested a resolution to be given to Ms. Dana Newcomer and Mr. Bruce Peterson for receiving the VCCS Rising Star Award in 2019 and 2021. Ms. Armstrong will invite Ms. Newcomer and Mr. Peterson to attend the June Board meeting so they can be presented with certificates from the Board.

## 12. CLOSED SESSION: BOARD SELF-EVALUATION

### EXECUTIVE SESSION

A motion was made by Mr. Aubrey Lindsey, seconded by Ms. Michelle Johnson, that "IN ACCORDANCE WITH SECTION 2.1-344 (a) OF THE CODE OF VIRGINIA, THE JOHN TYLER COMMUNITY COLLEGE BOARD CONVENE IN CLOSED SESSION TO DISCUSS THE BOARD SELF-EVALUATION." The motion passed unanimously.

### EXECUTIVE SESSION

### OPEN SESSION

A motion was made by Mr. Aubrey Lindsey, seconded by Ms. Michelle Johnson, that "THE JOHN TYLER COMMUNITY COLLEGE BOARD RECONVENE IN OPEN SESSION." The motion passed unanimously.

### Certification of Closed Session:

Ms. Collins stated:

"THE JOHN TYLER COMMUNITY COLLEGE BOARD HAS CONCLUDED ITS CLOSED SESSION AND IS HEREBY IN OPEN SESSION OF THE MEETING. WE WILL NOW TAKE A RECORDED VOTE THAT WILL BE INCLUDED IN THE MINUTES CERTIFYING THAT ONLY SUCH PUBLIC

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BUSINESS IDENTIFIED IN THE MOTION TO CONVENE IN CLOSED SESSION WAS DISCUSSED.”

(Attachment 1 to the minutes includes certification documentation.)

13. ADJOURNMENT – Ms. Collins

The meeting adjourned at 4:57 p.m.

Respectfully submitted:

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Edward E. Raspiller, Ed.D.  
Secretary of the Board  
President of the College

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Ms. Tammie Collins  
Chair of the JTCC Board

ATTACHMENT 1

EXECUTIVE SESSION

MEETING DATE: February 17, 2022

CERTIFICATION OF EXECUTIVE SESSION

WHEREAS, the John Tyler Community College Board has convened an executive session on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.1-344.1 of the Code of Virginia requires a certification by this Board that such executive session was conducted in conformity with Virginia law;

NOW, THEREFORE BE IT RESOLVED that the Board for John Tyler Community College hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the executive session to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the executive session were heard, discussed, or considered by the Board.

VOTE (Roll Call)

AYES: William Barnes, Tammie Collins, Linda Gholston, Michelle Johnson, Aubrey Lindsey, Deborah Marks, Kenneth Pritchett, Douglas Smith, Zeldia Tucker-Dugger, Christine Wilson, Lisa Winfield

NAYES: None

ABSENT DURING VOTE: Lorie Southall

ABSENT DURING EXECUTIVE SESSION: None

ABSENT FROM MEETING: Elliot Eliades, Joseph Tylus, Ann Williams