

**Brightpoint Community College**  
**Board Meeting Minutes**  
**June 8, 2023**

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The Brightpoint Community College Board meeting convened at 9:30 a.m. on the Chester Campus, on Thursday, June 8, 2023.

Members Present:

Elliot Eliades  
Linda Gholston  
Bernard Lundy  
Deborah Marks  
Kenneth Pritchett, Chair  
Joseph Tylus  
Ann Williams  
Tammie Collins

Members Absent:

Mr. William Barnes  
Ms. Michelle Johnson  
Mr. Aubrey Lindsey  
Mr. Douglas Smith  
Ms. Lorie Camp Southall  
Ms. Christine Wilson  
Ms. Lisa Winfield

Staff Present:

Van Wilson, Interim President  
Kara Armstrong, Assistant to the President  
Rachel Biundo, Vice President of Institutional Advancement  
Bill Fiege, Vice President of Learning and Student Success  
Susan Grinnan, Vice President of Administration  
Frances Davis, Faculty Association Representative  
Keri-Beth Pettengill, Director of Institutional Effectiveness  
Fred Taylor, Director of Governmental and Administrative Services  
Natolyn Quash, Associate Vice President of Financial Services  
Holly Walker, Public Relations Manager  
Bridget Wilson

1. CALL TO ORDER – Kenneth Pritchett

The meeting was called to order at 9:30 a.m.

2. CLOSED SESSION: EVALUATION OF DR. VAN C. WILSON

EXECUTIVE SESSION

A motion was made by Tammie Collins, seconded by Debbie Marks, that “IN ACCORDANCE WITH SECTION 2.1-344 (a) OF THE CODE OF VIRGINIA, THE BRIGHTPOINT COMMUNITY COLLEGE BOARD CONVENE IN CLOSED SESSION TO DISCUSS THE EVALUATION OF THE PRESIDENT.” The motion passed unanimously.

EXECUTIVE SESSION

OPEN SESSION

A motion was made by Tammie Collins, seconded by Elliot Eliades, that “THE BRIGHTPOINT COMMUNITY COLLEGE BOARD RECONVENE IN OPEN SESSION.” The motion passed unanimously.

Certification of Closed Session:

Mr. Pritchett stated:

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

(Attachment 1 to the minutes includes certification documentation.)

3. PUBLIC COMMENT – Kenneth Pritchett

There was no public comment.

4. ADOPTION OF THE MINUTES – Kenneth Pritchett (Tab 1)

A motion was made by Debbie Marks, seconded by Bernard Lundy, that “THE BOARD APPROVE THE MINUTES OF THE MEETINGS DATED FEBRUARY 9, 2023 AND MAY 24, 2023 AS PRESENTED.” The motion passed unanimously.

5. ACADEMIC PROGRAMS – ADDITIONS/DISCONTINUANCES – Bill Fiege (Tab 2)

Dr. Fiege presented the following proposals.

*Name Change: Secondary Teacher Education (English/History) AA to Secondary Teacher AS*

To comply with the statewide curriculum for Teacher Education developed through Transfer VA and approved by the VCCS and SCHEV, the scope of this request is to:

- Change the Secondary Teacher Education degree from an Associate of Arts (AA) to an Associate of Science (AS).
- The Secondary Teacher Education AS will include advising tracks for Secondary English, Secondary Mathematics, and Secondary Social Sciences.
- The Teacher Education, Secondary Mathematics Specialization AS will be discontinued and those requirements will be rolled into the new Secondary Teacher Education.
- Secondary Teacher Education (English/History) AA will be discontinued

*Discontinue: Teacher Education Secondary Math Specialization AS*

- Per VCCS policy, all transfer specializations must be discontinued and turned into majors or advising tracks by fall 2025.
- The current Secondary Mathematics Specialization will be rolled into the Secondary Teacher Education AS degree as the Mathematics Advising Track.

- Course requirements align with the Transfer VA statewide common curriculum for Secondary Teacher Education.
- Course requirements remain unchanged with the exception of the deletion of BIO 102, CHM 112, and PHY 202 as lab science options, per the common curriculum, and the addition of BIO 106 as an option other than BIO 101 to fulfill the life sciences requirement in all Teacher Ed curricula.
- MUS 221-222 were removed as Arts & Humanities options per the TVA consent agenda item.
- There are 5 curriculum-placed students enrolled in courses for SP23. There is no need for a teach-out of the specialization because the course requirements remain essentially unchanged and all courses will continue to be taught. Students can remain in the specialization and graduate if they choose to do so within two years after discontinuance. Students remaining in the specialization as of fall 2025 will be moved over to the Secondary Teacher Education AS

*Discontinue: Advanced Manufacturing Management CSC*

The Advanced Manufacturing Technology AAS has already been discontinued. The corresponding Advanced Manufacturing Management, CSC was inadvertently left off that proposal and needs to be discontinued as well. There is no teach-out required because courses are offered in other programs

*New: Radiologic Technology Program AAS*

Dr. Fiege gave an overview of the Radiologic Technology Program. Upon completion of the program, graduates will be qualified to take the American Registry of Radiologic Technologists (ARRT) exam. The Radiography Program is in high demand and the closest schools that offer the program within the VCCS are Piedmont Virginia Community College and Tidewater Community College. Local employers support the proposed program due to shortages and the demand for the X-Ray technicians are not being met by other local institutions. Dr. Fiege explained that we are working with a local employer to assist with funding the start-up costs to include paying for faculty, equipment, and supplies as well as providing space for classes and labs.

A motion was made by Elliot Eliades, seconded by Debbie Marks, that “THE BOARD APPROVED THE NAME CHANGE FROM SECONDARY TEACHER EDUCATION (ENGLISH/HISTORY) AA TO SECONDARY TEACHER AS; THE DISCONTINUANCE OF THE TEACHER EDUCATION SECONDARY MATH SPECIALIZATION AS; AND THE DISCONTINUANCE OF ADVANCED MANUFACTURING MANAGEMENT CSC AS PRESENTED.” The motion passed unanimously.

A motion was made by Ann Williams, seconded by Tammie Collins, that “THE BOARD APPROVED THE RADIOLOGIC TECHNOLOGY PROGRAM AS PRESENTED.” The motion passed unanimously.

6. STUDENT ACTIVITIES BUDGET – Bill Fiege (Tab 3)

Dr. Fiege presented the student activities budget that was provided prior to the meeting. He noted the requested increase and explained that an additional 7% of funds for Student Development in FY24 is to support the rising cost for materials and shipping due to inflation. The requested increase also includes the expected 5% increase salary by the State.

A motion was made by Bernard Lundy, seconded by Debbie Marks, that “THE BOARD APPROVED THE STUDENT ACTIVITIES BUDGET AS PRESENTED.” The motion passed unanimously.

7. PROPOSED 2023-2024 COMMISSION AND PARKING BUDGET – Susan Grinnan (Tab 4)

Ms. Grinnan presented the proposed 2023-2024 commission and parking budget that was provided prior to the meeting. She reviewed the revenue and expenditures and discussed the differences from the prior year.

A motion was made by Elliot Eliades, seconded by Ann Williams, that “THE BOARD APPROVED THE PROPOSED 2023-2024 COMMISSION AND PARKING BUDGET AS PRESENTED.” The motion passed unanimously.

8. PROPOSED 2023-2024 MEETING DATES – Van Wilson (Tab 5)

Dr. Wilson presented the proposed College Board meeting dates for 2023-2024 and noted the importance of having full board participation.

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A motion was made by Bernard Lundy, seconded by Debbie Marks, that “THE BOARD APPROVED THE PROPOSED 2023-2024 MEETING DATES AS PRESENTED.” The motion passed unanimously.

9. REAL ESTATE FOUNDATION BOARD REPRESENTATIVE – Fred Taylor

Mr. Taylor explained that the college has two Foundation Boards; the Educational Foundation Board, that Ms. Wilson serves on as the Local Board representative and the Real Estate Foundation Board that Ms. Collins has served on as the Local Board representative. Mr. Taylor stated that as Ms. Collins’ has come to the end of her term on the Board, he has asked Mr. Douglas Smith to serve as the representative on the Real Estate Foundation Board. Mr. Smith accepted. Mr. Taylor thanked Ms. Collins for being a great member of the Real Estate Foundation Board.

10. LOCAL FUNDS BUDGET – Susan Grinnan

Ms. Grinnan reviewed the local funds budget ending May 31, 2023. She thoroughly reviewed each account and explained the expenditures. She noted that there has been 100% participation from the localities.

11. 2022-2023 RECAP – Van Wilson

- Chancellor’s Visit
  - Dr. David Doré visited the college in the first week of May as part of his Listening Tour. During his half day visit he toured the Chester Campus and met with faculty, staff, and students. He spoke about the importance of public/private partnerships. He appreciated the experience of being suited up as part of the Pharmaceutical Manufacturing demonstration.
- 2024 Legislative Agenda
  - Chancellor Doré held a retreat with the president’s the first week of June.
  - Meeting the workforce needs of the Commonwealth is a top priority on the legislative agenda.
  - Dr. Doré will announce the final agenda during the Chancellor’s Retreat in August.
- Commencement
  - Thanks to all who were able to attend.
  - We had 624 graduates with over 800 degrees conferred.
  - This is an increase from 2022

- Enrollment
  - Fall 22 – 8,792
  - Spring 23 – 8,380
  
  - Summer 23 – 3,235 as of 6/7/23
  - Fall 23 projection –as of 6/7/23
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- Presidential Search Update
  - College profile is being completed
  - Job announcement anticipated to go out in June
  - Interviews anticipated in September
  - Selection anticipated in November
  - Start date anticipated in January 2024

12. ADJOURNMENT – Ken Pritchett

Mr. Pritchett adjourned the meeting at 11:50 a.m.

13. SPECIAL RECOGNITION – Van Wilson

Respectfully submitted:

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Van C. Wilson, Ed.D.  
Interim Secretary of the Board  
Interim President of the College

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Kenneth Pritchett  
Chair of the Brightpoint Board

ATTACHMENT 1

EXECUTIVE SESSION

MEETING DATE: June 8, 2023

MOTION: In accordance with Section 2.1-344(A) (1) of the Code of Virginia, I move that the Brightpoint Community College Board convene in executive session to discuss a personnel matter.

CERTIFICATION OF EXECUTIVE SESSION

WHEREAS, the Brightpoint Community College Board has convened a closed 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 closed session was conducted in conformity with Virginia law;

NOW, THEREFORE BE IT RESOLVED that the Board for Brightpoint 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 closed session to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed session were heard, discussed, or considered by the Board.

VOTE

AYES: Ms. Tammie Collins, Mr. Elliot Eliades, Ms. Linda Gholston, Mr. Bernard Lundy, Dr. Deborah Marks, Mr. Kenneth Pritchett, Dr. Joseph Tylus, Ms. Ann Williams

NAYES: None

ABSENT DURING VOTE: None

ABSENT DURING CLOSED SESSION: None

ABSENT FROM MEETING: Mr. Williams Barnes, Ms. Michelle Johnson, Mr. Aubrey Lindsey, Mr. Douglas Smith, Lorie Camp Southall, Christine Wilson, and Lisa Winfield

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Van C. Wilson  
Interim Secretary of the Brightpoint Community College Board