

**Brightpoint Community College  
Board Meeting Minutes  
September 8, 2022**

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The Brightpoint Community College Board meeting convened at 3:00 p.m. on the Chester Campus, on Thursday, September 8, 2022.

**Members Present:**

William Barnes  
Tammie Collins  
Elliot Eliades  
Linda Gholston  
Aubrey Lindsey  
Deborah Marks  
Kenneth Pritchett, Chair  
Douglas Smith  
Lori Camp Southall  
Joseph Tylus  
Christine Wilson  
Lisa Winfield

**Members Absent:**

Michelle Johnson  
Lori Camp Southall  
Ann Williams

**Staff Present:**

Edward E. Raspiller, President  
Kara Armstrong, Assistant to the President  
Rachel Biundo, Vice President of Institutional Advancement  
Elizabeth Creamer, Vice President of Workforce Development and Credential Attainment, CCWA  
Bill Fiege, Vice President of Learning and Student Success  
Susan Grinnan, Vice President of Administration  
Chip Kramer, Director of Facilities Operations & Safety  
Larry Olanrewaju, 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

1. CALL TO ORDER – Kenneth Pritchett

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

2. PUBLIC COMMENT – Kenneth Pritchett

There was no public comment.

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

A motion was made by Deborah Marks, seconded by Joseph Tylus, that “THE BOARD APPROVE THE MINUTES OF MEETING DATED JUNE 9, 2022 AS PRESENTED.” The motion passed unanimously.

4. COLLEGE GOALS 2022-2023 – Keri-Beth Pettengill (Tab 2)

Dr. Pettengill presented an overview of the college goals. She explained that the VCCS requested colleges align to five VCCS priorities from their strategic plan. She reviewed each of the five priorities. She then reviewed each of the focus areas and noted if the goal had been met (green), partially met (yellow), or if an internal or System office had shifted the priority (orange.) She stated that the Chancellor has approved the presented goals.

A motion was made by Tammie Collins, seconded by Deborah Marks, that “THE BOARD APPROVE THE COLLEGE GOALS 2022-2023 AS PRESENTED.” The motion passed unanimously.

5. EVALUATION AND NOMINATION COMMITTEE SCHEDULE – Ted Raspiller

Dr. Raspiller presented the schedules for the evaluation and nomination committees. He stated that the evaluation committee will be selected during each November board meeting. There will be a call for vice chair nominations at every other November board meeting and the finalized names will be brought forward at the February board meeting.

6. PART-TIME EMPLOYEE COMPENSATION – Susan Grinnan

Ms. Grinnan gave a brief report regarding part-time compensation. She explained there were four types of part time employee status; adjunct, wage, student worker, and work study. She reviewed a comparison between Virginia minimum wage rates and college wage rates. She noted that each spring, the college conducts an internal salary review when preparing the budget.

7. BUDGET REPORT – Susan Grinnan

Susan Grinnan presented the local funds budget ending August 31, 2022. She thoroughly reviewed each account and explained the expenditures.

8. LEARNING AND STUDENT SUCCESS REPORT – Bill Fiege

Dr. Fiege presented the Learning and Student Success report. He announced the fall semester began on August 29 and enrollment is up at this time by about 2.5% and many students are enjoying distance learning. The percentage of students taking online is 60%, while in-person is 40%. He noted that before the pandemic, it was vice versa. He stated that the 12-week session is starting on September 19 and there is still plenty of time for students to enroll. He explained the different ways that students can take classes, including in-person, online, Zoom, Hybrid, and Hyflex. He noted that Hyflex is still piloting and explained that a Hyflex class is taught online and in-person asynchronously. He presented the following new programs that were launched this fall; Practical Nursing Certificate, Web Design Graphic Design Specialization Degree, Funeral Services Director Degree, Digital Marketing Career Studies Certificate, Project Management Career Studies Certificate, Energy Technology Certificate, and Pharmaceutical Manufacturing Career Studies Certificate. He explained that the following new programs are on the horizon; PN to RN bridge program, paramedic to RN bridge program, healthcare opportunities, expand skilled trades, and expand pharmaceutical manufacturing. He noted the new initiatives and gave a brief explanation about each.

9. PRESIDENT'S REPORT – Ted Raspiller

Dr. Raspiller acknowledged Mr. Aubrey Lindsey and thanked him for bringing a potential international student to meet with him and discuss taking classes.

Dr. Raspiller stated that the college was asked to host the Governor, members of his administration, and other guests to celebrate the \$53 million dollar Build Back Better grant. This grant will support the state's new advanced pharmaceutical manufacturing cluster. The grant was awarded to the Alliance for Building Better Medicine, which is made up of public and private stakeholders in the Richmond – Petersburg region. Dr. Raspiller explained that Civica RX will be building a pharmaceutical manufacturing plant in Petersburg and the college's new pharmaceutical manufacturing program will train people for these new jobs. He also explained that this is exciting for the college and there will likely be a taskforce put together for outreach in the K-12 schools and others in the community.

Dr. Raspiller reported that the college will be working with VSU and Richard Bland on the Partnership for Petersburg. He stated that it is a statewide commitment to improve the City of Petersburg. He noted that a lot of the work will be through CCWA.

Dr. Raspiller reminded the board of the upcoming SACSCOC site visit that is scheduled for the end of this month. He reiterated the process and noted it was a very critical piece. He explained that there is an opportunity for board members to meet the affirmation team on September 27 at 11:30 a.m. The Office of the President will send out information and encouraged board members to consider meeting with the visiting team.

Dr. Raspiller noted that Founders Day is scheduled for Friday, September 30 at 9:00 a.m. and Veterans Day event is scheduled for November 11 at 11:00 a.m. Both events will be held on the Chester campus.

10. ADJOURNMENT – Kenneth Pritchett

The meeting adjourned at 4:45 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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Kenneth Pritchett  
Chair of the Brightpoint Board