

Brightpoint Community College
Board Meeting Minutes
May 14, 2026

The Brightpoint Community College Board met at 9:30 a.m. on Thursday, May 14, 2026, on the Chester Campus.

Members Present:

Eldon Burton
Elliot Eliades
Linda Gholston
Morgan Ingram
Bernard Lundy
Deborah Marks
Eric Pollitt
Kenneth Pritchett
Danielle Roache
Douglas Smith
Joseph Tylus
Christine Wilson
Lisa Winfield

Members Absent:

Keith Rogers

Staff Present:

Bill Fiege, President
Kara Armstrong, Assistant to the President
Tara Atkins-Brady, Vice President of Academic Affairs
Elizabeth Creamer, Vice President of Workforce Development and Credential Attainment, CCWA
Frances Davis, Faculty Representative
Dana Newcomer, Associate Vice President of Sector Strategies and Programs, CCWA
Dr. Kimberly Ogden, Director, EducateVA, CCWA
Keri-Beth Pettengill, Director of Institutional Effectiveness
Natolyn Quash, Vice President of Finance and Administration
Fred Taylor, Director of Governmental and Administrative Services
Holly Walker, Director of Communications and Public Relations
Case Willoughby, Vice President of Student Services

1. CALL TO ORDER – Ms. Wilson

Ms. Wilson called the meeting to order at 9:30 a.m.

2. PUBLIC COMMENT – Ms. Wilson

There was no public comment.

3. WELCOME AND INTRODUCTIONS – Ms. Wilson

Ms. Wilson welcomed those in attendance and introduced Eric Pollitt, a new Board member representing Amelia County. Mr. Pollitt also serves as Amelia County Administrator.

4. ADOPTION OF THE MINUTES – Ms. Wilson

A motion was made by Dr. Marks, seconded by Mr. Eliades, that “THE BOARD APPROVE THE MINUTES OF THE MEETING DATED FEBRUARY 12, 2026, AS PRESENTED.” The motion passed unanimously.

5. NEW PROGRAM: ARTIFICIAL INTELLIGENCE CSC – Dr. Atkins-Brady

Dr. Atkins-Brady presented the proposed Artificial Intelligence Career Studies Certificate (CSC), a 21-credit program designed to prepare students for entry-level business and information technology careers requiring artificial intelligence knowledge. The curriculum includes four artificial intelligence courses and additional coursework in Python programming, structured query language, and project management. The program is proposed to begin in Fall 2026 and had previously received approval from the Curriculum and Instruction Committee and Administrative Council.

A motion was made by Dr. Marks, seconded by Mr. Eliades, that “THE BOARD APPROVE THE NEW ARTIFICIAL INTELLIGENCE CAREER STUDIES CERTIFICATE AS PRESENTED.” The motion passed unanimously.

6. PROGRAM DISCONTINUATION: MASSAGE THERAPY CSC – Dr. Atkins-Brady

Dr. Atkins-Brady reviewed the proposed discontinuation of the Massage Therapy Career Studies Certificate. The program was placed on hiatus in Fall 2024 due to limited staffing for program oversight and federal Gainful Employment requirements that required the curriculum to be condensed to remain eligible for Title IV financial aid. A teach-out was completed through December 2024. The college also explored offering Massage Therapy through CCWA; however, limited community interest and small fixed class sizes made the program unsuitable for that model.

Mr. Eliades asked about enrollment in the program. Dr. Atkins-Brady noted the limited number of students enrolling in the program.

A motion was made by Ms. Roache, seconded by Mr. Burton, that “THE BOARD APPROVE THE DISCONTINUATION OF THE MASSAGE THERAPY CAREER STUDIES CERTIFICATE AS PRESENTED.” The motion passed unanimously.

7. BUDGET APPROVALS – Ms. Quash and Dr. Willoughby

Student Activities

Ms. Quash and Dr. Willoughby reviewed the proposed FY27 Student Activities budget. The proposed budget reflects increased student activity fee revenue and investment income to support student activities and personnel.

Commissions

Ms. Quash reviewed the proposed FY27 Commission Revenue budget, including bookstore commission revenue, projected interest and investment income, and planned expenditures supported by commission funds.

Auxiliary (Parking)

Ms. Quash reviewed the proposed FY27 Auxiliary Enterprises budget. Parking-related revenue and investment income support expenses not covered by state funding, including snow removal and maintenance, parking lot improvements, sealing and striping, parking decals, and debt service for the Midlothian parking garage.

FY27-28 Parking Plan

Ms. Quash reviewed the 2026-28 Auxiliary Parking Reserve Plan, which the college is required to submit biennially. The plan projects parking revenues, planned expenditures, and reserve balances for FY27 and FY28.

8. 2026-2027 BOARD MEETING DATES – Dr. Fiege

Dr. Fiege reviewed the proposed 2026-2027 Board meeting schedule. Following discussion, the Board agreed to meet September 17, 2026, at 3:00 p.m.; December 3, 2026, at 3:00 p.m.; February 11, 2027, at 3:00 p.m.; and May 6, 2027, at 9:00 a.m.

9. FOUNDATION BOARD LIAISON – Dr. Fiege

Dr. Fiege explained that the Brightpoint Educational Foundation bylaws require a liaison from the College Board. The liaison is not required to be the College Board Chair and serves as a connection between the two boards, sharing information as appropriate. The Foundation Board meets four times per year, with additional committee meetings generally held via Zoom. Ms. Roache volunteered to serve as the College Board liaison.

10. LOCAL FUNDS BUDGET – Ms. Quash

Ms. Quash reviewed the Local Funds Budget ending April 30, 2026, and provided an overview of account activity and expenditures.

11. CCWA SPOTLIGHT – Ms. Creamer

Ms. Creamer, joined by Dana Newcomer and Dr. Kimberly Ogden, provided a spotlight on the Community College Workforce Alliance (CCWA) and its role in creating career pathways through Brightpoint and Reynolds Community Colleges. The presentation highlighted CCWA's workforce training programs in high-demand industry sectors, industry-recognized certifications, and opportunities for students to earn Credit for Prior Learning toward degree and Career Studies Certificate programs. They also discussed career coaching and job placement services, work-based learning and employer partnerships, stackable credentials, and CCWA's role in supporting lifelong career progression and regional economic development.

12. PRESIDENT’S UPDATES – Dr. Fiege

Dr. Fiege thanked Board members who attended commencement and recognized Mr. Burton for his assistance in reducing the college’s costs associated with the Virginia State University venue through a generous contribution from VSU.

Dr. Fiege recognized the upcoming retirements of Susan Grinnan and Ms. Quash.

Dr. Fiege reminded Board members of the June 25 Richmond Flying Squirrels game at 7:00 p.m. Board members will receive a ticket, and Ms. Armstrong will send additional information. Guests may attend at the Board member’s expense.

Dr. Fiege recognized Ms. Davis for receiving a meritorious award and noted that she will continue serving as the faculty representative to the Board.

Dr. Fiege shared that the college now has a Staff Senate and that, beginning in September, a staff representative will attend College Board meetings.

Dr. Fiege reported that summer enrollment was up and that fall enrollment was also trending upward.

Dr. Fiege provided an update on the state budget and noted that the General Assembly was expected to meet the following week. He also shared that the college was pursuing a GO Virginia grant to support development of a cybersecurity lab on the Chester Campus.

Dr. Fiege shared plans to meet with area legislators and to schedule individual meetings with Board members over coffee, lunch, or at their offices to discuss how they would like to support the college.

Dr. Fiege publicly recognized Ms. Wilson for her service as Board Chair as her term as Chair approaches its conclusion on June 30, 2026.

13. EXECUTIVE SESSION: EVALUATION OF WILLIAM C. FIEGE, PH.D. – Ms. Wilson

A motion was made by Ms. Wilson, seconded by Dr. Marks, that “IN ACCORDANCE WITH SECTION 2.2-3711 (A) (1) OF THE CODE OF VIRGINIA, THE BRIGHTPOINT COMMUNITY COLLEGE BOARD CONVENE IN EXECUTIVE SESSION TO DISCUSS THE EVALUATION OF THE PRESIDENT.” The motion passed unanimously.

14. OPEN SESSION

A motion was made by Ms. Wilson, seconded by Dr. Winfield, that “THE BRIGHTPOINT COMMUNITY COLLEGE BOARD RECONVENE IN OPEN SESSION.” The motion passed unanimously.

Certification of Closed Session:

Ms. Wilson 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.)

15. ADJOURNMENT – Ms. Wilson

There being no further business, the meeting adjourned at 11:00 a.m.

Respectfully submitted:

William C. Fiege, Ph.D.
Secretary of the Board
President of the College

Christine Wilson
Chair of the Brightpoint Board