

## **Blue Ridge Community and Technical College Board of Governors Meeting**

*February 4, 2008, noon  
Blue Ridge CTC Technology Center  
5550 Winchester Avenue, Martinsburg, West Virginia, 25405*

*Present:* Dr. Peter Checkovich, Dave Blythe, Dr. Taylor Perry, Tina Combs, Maria Lorensen, Bill Lucht, Jane Peters, Al Britton, Teresa McCabe, Jim Rodgers, Margie Ways, and Brittany Lynch.

*Guests:* Ronald Cook, Dr. Trudie Holder, Jillian Kessner, Craig Miller, Marcyanna Millett, Dr. George Perry, Ann Price, Megan Scott, Ann Shipway, Sandra Sponaule, Dan Steerman, Leslie See, Steve Weiss, and Dr. Kelly Wright.

*Call to Order:* Jane Peters, Chair, called the February 2009 meeting to order at 12:31 p.m.

Approval of December 2008 minutes: Dave Blythe moved, and Taylor Perry seconded and the December 2008 minutes were unanimously approved.

### *Presidents Report:*

President Checkovich welcomed new board members Al Britton, Tina Combs, and Teresa McCabe.

### *In the Media Report:*

- The program from the Student Award Ceremony, which was held in December 2008, was presented.
- An article about the upcoming trip to the Ford Theatre for the play, "The Heavens' are Hung in Black", featuring David Selby. Blue Ridge Community and Technical College Professor Bill Lucht is organizing this trip.
- An advertisement featuring Shane Wood, who is a graduate of the Nursing Program.
- An article about the significant increase in the nursing program test pass rate. This program is doing very well and all recommendations are being followed.
- The December 2008 and January 2009 editions of The Blue Ridge Bulletin. President Checkovich authors a section of this bulletin each month.
- A copy of the Berkeley County Commission meeting agenda which explains that the Culinary Program may be moving into the restaurant in the Dunn Building.
- Two articles about Leadership Berkeley, which had a picture of Tina Combs, Megan Scott, and Dan Steerman.

- Information about the Martinsburg Berkeley County Chamber of Commerce Rise and Shine Breakfasts, which are sponsored by Blue Ridge Community and Technical College.
- Several advertisements from the new “Ask Me How” advertising campaign.
- An article about the resolution that Blue Ridge Community and Technical College passed in honor of the late Governor Cecil Underwood.

*Accreditation:*

Dr. Donald Andorfer visited our off-campus sites. He was extremely impressed and stated that the programs are doing very well.

*Finance Report:*

Ann Price presented financial statements for the first six months of the 2009 fiscal year. Ms. Price also reported that it is time to begin planning for the budget next fiscal year.

Ann Price reviewed the fee proposal and suggested changes. Our fees must be approved by the Higher Education Policy Commission and the schedule is due to the state prior to April 1, 2009. There was discussion about making changes to and reallocating a portion of the capital fee. This information was presented to the board for thirty day review. The board was asked to consider an increase in tuition fees between 1% and 4%. We are currently charging \$128.00 per credit hour. If a one percent increase is implemented, the charge per credit hour would be \$129.00 and if a four percent increase is implemented, the charge per credit hour would be \$132.00. The final decision will be made at the March 2009 meeting.

Ann Price presented a new travel policy for Blue Ridge Community and Technical College. The new policy follows the travel policy of the State of West Virginia, which can be reviewed at the West Virginia State Auditor’s website under procurement. We now have a contract with the Enterprise Rental Car company and this has been very cost effective.

*Executive Session:*

Margie Ways moved and Maria Lorensen seconded that, pursuant to Section 4 of Article 9A of Chapter 6 of the WV Code, the Board move into executive session, for the purpose of discussing personnel issues and real estate, at 1:26 p.m. Motion passed unanimously.

Taylor Perry moved and Margie Ways seconded and the board moved out of executive session at 2:32 p.m. Motion passed unanimously.

Bill Lucht moved and Margie Ways seconded that the building committee meet and come up with a plan for an offer on the property at the Tabler Station Industrial Park. This motion was withdrawn.

Jim Rodgers moved and Margie Ways seconded that a contract be submitted for 30 acres at a price of \$70,000.00 per acre. There will be property specified for right of first refusal on up to ten acres. In addition, a 180 day free look period will be specified into the contract. Motion passed eight to one, with one abstention.

Taylor Perry moved and Dave Blythe seconded that the meeting be adjourned at 2:40 p.m. Motion passed unanimously.

Respectfully submitted,

Megan Scott