

Blue Ridge Community and Technical College Board of Governors Meeting

December 5, 2008, noon
Blue Ridge CTC Technology Center
5550 Winchester Avenue, Martinsburg, West Virginia, 25405

Present: David Blythe, Dr. Peter Checkovich, Bill Clark, Maria Lorensen, Bill Lucht, Brittany Lynch, Taylor Perry, Jane Peters, and Jim Rodgers.

Guests: Jillian Kessner, Craig Miller, Kerri Namolik, Ann Price, Megan Scott, Leslie See, Ann Shipway, Sandy Sponaugle, Dan Steerman, Billie Unger, Steven Weiss, and Kelly Wright.

Call to Order: Jane Peters, Chair, called the meeting to order at 12:44 p.m.

Approval of the November 2008 minutes: Jim Rodgers moved, Margie Ways seconded and the minutes were unanimously approved.

Presidents report:

In the Media:

President Checkovich presented the following:

- The November 2008 Edition of the *Blue Ridge Bulletin* was presented. President Checkovich authors a section of this bulletin each month.
- A write up about Dr. Checkovich in the *West Virginia Executive* magazine.
- An advertisement for the WVCTCS in the *West Virginia Executive* magazine
- An article about Jennifer Barrett, who is a graduate of Blue Ridge Community and Technical College and is now an employee of the college.
- An article from *The Spirit of Jefferson* about The Chancellors Leadership Institute which Megan Scott and Leslie See attended.
- An advertisement from the *Martinsburg Journal* featuring Shane Wood.
- An article from the *Martinsburg Journal* about the Culinary Arts Program and Steve Weiss.
- An article from the *Martinsburg Journal* about the Pasta, Passion and Pistols fundraiser for the Berkeley County Humane Society. President Checkovich participated in this.
- An article featuring Jane Peters.

- An advertisement for the upcoming Martinsburg-Berkeley County Chamber of Commerce breakfast. Derek Nicholls of Essroc, a business partner of the college, will be presenting.

Accreditation Update:

President Checkovich discussed the recent meeting with Mary Breslin, our Accreditation Coordinator. In addition, he explained that the school has made tremendous progress on accreditation and that the visit went well.

President Checkovich discussed the REAL Committee, which is a new committee at Blue Ridge Community and Technical College. REAL is an acronym representing the following: R-Relevant, E-Efficient, A-Assessed/Applicable and L-Lifelong Learning. The committee is an excellent model and the purpose of this committee is to ensure assessment of Workforce Development courses.

A resolution was presented and signed in honor of former Governor Cecil Underwood, who passed away recently. Mr. Underwood made tremendous contributions to Blue Ridge Community and Technical College and to the Community and Technical College System of West Virginia.

Bill Lucht moved, Maria Lorensen seconded, and the resolution was unanimously approved.

Enrollment Report:

Leslie See reported that we have received approval to offer Financial Aid at the Blue Ridge CTC Technology Center, Charles Town Races and Slots, and Quad Graphics.

Ms. See also reported that a request has been made of all Community Colleges in West Virginia to begin an Adult Learner Initiative. A consultant has been hired by the state for this project and a request was made for each institution to submit three proposals for Adult Learner Initiatives. The proposals have been written and Leslie See distributed the information to the Board of Governors. At Blue Ridge Community and Technical College, the pilot program for this initiative will be the Board of Governors A.A.S. and it will begin in the fall of 2009.

Leslie See discussed the tuition waiver policy. Ms. See distributed information about this to the Board of Governors. It will be sent for the 30 day comment period, after receiving public comment, the Board of Governors will review the information.

Financial Report:

Ann Price presented financial statements as of November 30, 2008. Ms. Price reported that the financial statements look good and the school is in line with where it was last year.

In addition, Dr. Checkovich reported that a purchase of a Blue Ridge Community and Technical College vehicle was being considered for advertising purposes. The cost over a three year period would be comparable with the cost of our billboard advertising.

Grant Update:

Ann Shipway reported that training grants have been awarded, through the office of Chancellor Skidmore, for the following programs:

- Leadership, Supervision, Technology Skills at POLO Ralph Lauren
- Supervision, Leadership, and Technology in Manufacturing for Automated Merchandising Systems
- Supervisory Boot Camp and Technology Skills in Banking for Bank of Charles Town

Mrs. Shipway also reported that Chancellor Skidmore has challenged Blue Ridge Community and Technical College to have a Center of Excellence for Leadership. We will be applying for a grant to fund this initiative. We will be able to hire a full-time faculty member and this position will be funded by the Chancellor's Office.

It was announced that the next Board of Governors meeting will be on February 4, 2009. In addition, January 7, 2009 will be kept for a tentative meeting date.

Executive Session:

Dave Blythe moved, and Margie Ways seconded that the Board of Governors moved into executive session at 1:28 p.m.

Jim Rodger moved, and Maria Lorensen seconded that the Board of Governors come out of Executive Session at 2:00 p.m.

Bill Lucht made the motion to empower the building committee to represent the Board of Governors during land meetings; Taylor Perry seconded; unanimously approved.

Maria Lorensen moved, and Margie Ways seconded that the meeting be adjourned at 2:03 p.m.; unanimously approved.

Respectfully submitted,

Megan Scott

