

Blue Ridge Community and Technical College
Board of Governors Meeting
December 1, 2010, 11:30 a.m.
Blue Ridge CTC Technology Center
5550 Winchester Avenue, Martinsburg, West Virginia, 25405

In attendance: Dr. Peter Checkovich, Tina Combs, Christopher Lewis, Maria Lorensen, Bill Lucht, Teresa McCabe, Dr. Taylor Perry, Jim Rodgers, Richard Snyder, and Keith Unger.

Guests: Jennifer Barrett, Laura Busey, Anthony Early, Dr. Trudie Holder, Pat Hubbard, Sherri Janelle, Alex Lemley, Chrystal McDonald, James McDougale, Craig Miller, Marcyanna Millet, Teresa Noll, Dr. George Perry, Ann Price, Leslie See, Megan Scott, Michele Sheely, Dr. Ann Shipway, Dan Steerman, Margie Ways, and Steven Weiss.

Call to order: Maria Lorensen, Chair, called the December 2010 meeting to order at 12:21 p.m.

Approval of the November 2010 minutes: Bill Lucht moved, and Taylor Perry seconded and the November 2010 minutes were unanimously approved.

President's Report: President Checkovich reviewed the material for his *In the Media* report, noting that the College was recently featured in a national publication, *Community College Weekly*, as being the 13th fastest growing community and technical college, in the category of schools with 2,500 – 4,999 students.

President Checkovich also congratulated the Nursing division as the NCLEX pass rate for Blue Ridge Community and Technical College nursing students is 100 percent.

President Checkovich announced that the architects are ready to begin the construction plans for the new building and requested permission from the board for the architects to proceed. As soon as the construction plans are complete, the bid process can begin.

Jim Rodgers moved, and Teresa McCabe seconded, that the Board grant permission for the architects to produce the construction plans. The motion was unanimously approved.

Ann Price, CFO, presented financial information to the Board and requested permission to use cash and reserve funds for the new headquarters building.

Jim Rodgers moved, and Tina Combs seconded, that the Board allow at least \$2,000,000.00 of cash and reserve funds to be set aside for the construction expenditures for the new building. The motion was unanimously approved.

Enrollment Report: Leslie See, Vice President of Enrollment Management, reported the enrollment at the College is currently 3089 students for spring 2011. The goal for the spring semester is 3200 students.

Workforce Development/Culinary Update: Dr. Ann Shipway, Vice President of Economic and Workforce Development introduced Chef Steven Weiss who presented on the Blue Ridge CTC

Academy of Culinary Arts. Chef Steve reported that the program currently has 55 students and is still growing. In May of 2011, the first student will graduate from the program. Also in the spring of 2011, the Academy of Culinary Arts will launch a 20 hour entrepreneurship program.

Executive Session: Taylor Perry moved, and Teresa McCabe 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 matters, at 12:56 p.m. Motion passed unanimously.

Exit Executive Session: Tina Combs moved, and Bill Lucht seconded, and the Board moved out of executive session at 1:06 p.m. Motion passed unanimously.

Adjournment: Jim Rodgers moved, and Richard Snyder seconded, that the meeting be adjourned at 1:07 p.m. Motion passed unanimously.

Respectfully Submitted,
Megan Scott