

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

May 5, 2010 noon

*Charles Town Races and Slots EPIC Buffet
580 East 5th Avenue, Ranson, WV 25438*

In attendance: Al Britton, David Blythe, Dr. Peter Checkovich, Tina Combs, Carla Jones, Maria Lorensen, Bill Lucht, Dr. Taylor Perry, Jane Peters, Jim Rodgers, Richard Snyder, and Keith Unger.

Guests: Sandra Baker, Mike Byers, Dana Darrell, Anthony Early, Tynika Eubanks, Cynthia Fritsch, Dr. Trudie Holder, Ryan Kief, Ron Kinna, Kimberly Lineberg, Craig Miller, Crystal Minnick, Kerri Namolik, Brenda Neal, Teresa Noll, George Perry, Ann Price, John Rahel, Elizabeth Rini, Ben Saylor, Megan Scott, Leslie See, Patricia Sherwood, Dr. Ann Shipway, Kristin Smith, Sandy Sponaagle, Daniel Steerman, and Bob Whalen.

Call to order: Maria Lorensen, Chair, called the May 2010 meeting to order at 12:15 p.m.

Approval of the April 2010 minutes: Bill Lucht moved, and David Blythe seconded and the April 2010 minutes were unanimously approved.

President's Report: President Checkovich reviewed a letter from Sylvia Manning, the President of the Higher Learning Commission, sent to Vicki R. Jenkins regarding the programs in which more than 50% of the learning occurs at James Rumsey Technical Institute. The letter confirms that this practice is against new regulations issued by the U.S. Department of Education. However, the regulation does not apply to articulation or transfer agreements.

Travel Policy: Due to the statewide automatic travel management system, the travel policy was reviewed to address changes in the rental car policy, mileage reimbursement, and meal reimbursement. With the changes, rental cars will only be arranged if the traveler requests and the meal reimbursement will be a daily amount.

There is a section in the current travel policy that grants permission to make a 90 day emergency ruling and, after the thirty day review period, the ruling can be voted by the Board. Maria Lorensen, Chair, confirmed that the Board feels comfortable with Dr. Checkovich making the emergency ruling.

UWUA System Local 102 Michael Seibert Scholarship: Ron Kinna, John Rahel, and Bob Whalen, all of the UWUA System Local 102, awarded the *Michael Seibert Scholarship* to Ben Saylor. Mr. Saylor is currently a student in the EDET Program.

Skills USA Competition: Anthony Early recognized Ryan Kief for competing in the WV State Skills USA Conference and Competition. Mr. Kief finished first place in the Cisco Internetworking Competition. In June 2010, he will represent the State of West Virginia and Blue Ridge CTC in the National Cisco Internetworking Skills USA Competition.

Phi-Theta Kapppa (PTK) USA All American Team: Three Blue Ridge CTC students, Dana Darrell, Ashley Flannigan, and Carla Jones, participated in this event. Each participant was awarded a certificate for their participation.

Finance Report: Ann Price, CFO, reviewed the financial statements for month ending March 31, 2010.

Update on Land: Blue Ridge CTC may be taking ownership to the property in June or July 2010. A meeting with the architects is scheduled on May 18 and 19, 2010 at the main campus.

Adjournment, Tour, and Interaction with Gaming Students: Following the meeting, there will be a tour of the new GCI training facility and a practice session for the CTRS-GCI Table Game Dealer Students.

Adjournment: Al Britton moved and Jane Peters seconded that the meeting be adjourned at 12:45 p.m. Motion passed unanimously.

Respectfully Submitted,

Megan Scott