

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

*November 4, 2009, noon
Blue Ridge CTC Technology Center
5550 Winchester Avenue, Martinsburg, West Virginia, 25405*

Present: Dave Blythe, Al Britton, Dr. Peter Checkovich, Maria Lorensen, Bill Lucht, Carla Jones, Teresa McCabe, Tina Combs, and Richard Snyder.

Guests: Sandra Baker, Kenneth Barton, Doug Copenhaver, Jr., Steve Cunningham, Hans Fogle, Cindy Fritsch, Dr. Trudie Holder, Erienne Greene, Kimberly Lineberg, Mary MacPherson, Crystal McDonald, James McDougale, Craig Miller, Marcyanna Millet, Ellen Moore, Deidre Morrison, Kerri Namolik, Brenda Neal, Teresa Noll, Dr. George Perry, Ann Price, Jim Ralston, Megan Scott, Leslie See, Tripp Spaur, Sandy Sponaugle, John Swift IV, Pam Stevens, Matthew Umstead, Dr. Billie Unger, Margie Ways, and Steve Weiss.

Call to Order: Maria Lorensen, Chair, called the September 2009 meeting to order at 12:27 p.m.

Approval of the September 2009 minutes: Teresa McCabe moved, and Tina Combs seconded and the September 2009 minutes were unanimously approved.

Mary MacPherson, of Deloitte and Touche, presented the financial statements and the audit report from the recent audit; both were reviewed at length. The audit was very successful.

President's Report:

Dr. Checkovich requested that, in December 2009, the Board consider a two percent cost of living increase for employees; this would be effective July 1, 2010. After reviewing fall enrollment, another increase may be considered.

In the media:

- President Checkovich reviewed the articles and marketing material for the in the media report.

Accreditation:

- Margie Ways was commended for her work on accreditation.
- Dr. Checkovich will have the accreditation draft report in November 2009 for the Board to review. The visiting team is recommending a ten year accreditation and two focus visits. The first focus visit will concentrate on the relationship with JRTI.

This is due to new federal regulations. The second focus visit will concentrate on the general education program.

- The visiting team commented on the great leadership team, the collegial climate, and the emphasis placed on seeing that students are served.
- In addition, Workforce Development was commended for their programs.
- Dr. Checkovich thanked everyone for a successful accreditation.

Enrollment Report:

The headcount goal for fall of 2009 was 2700 and the overall headcount is 3652. Enrollment has grown 32.3% since last year.

The FTE goal for fall 2009 was 1300 and the FTE is 1506. This is a 33.9% growth since last year.

There has been a 91% growth in headcount since 2005.

The enrollment our goal for 2010 is 3000.

Executive Session:

Al Britton moved, and Tina Combs seconded that, pursuant to Section 4 of Article 9A of Chapter 6 of the WV Code, the Board move into executive session at 1:02 p.m. to discuss real estate. Motion passed unanimously.

Bill Lucht moved, Al Britton seconded and the board moved out of executive session at 1:33 p.m. Motion passed unanimously.

Tina Combs moved, and Teresa McCabe seconded that the Board of Governors of the Blue Ridge Community and Technical College enter into a purchase and sale agreement with Interstate Development Group, LLC, dated November 4, 2009 for the purchase of 43 acres of property as more fully set forth in the agreement. I further move that the Chair of the Board of Governors or her designee execute the agreement and any other documents needed to be executed in the future to complete the purchase of the property on behalf of the College.

Tina Combs further moved that the President of the College and his staff proceed to develop the project and to take all steps that he determines in his discretion to be necessary and advisable to develop the property as the next campus for the College. Motion unanimously approved.

Teresa McCabe moved and Tina Combs seconded that the meeting be adjourned at 1:35 p.m. Motion passed unanimously.

Respectfully submitted,

Megan Scott