

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

*March 7, 2007, 12:00 Noon  
Berkeley County Commission Chambers*

**Present:** Jane Peters, Peter Checkovich, Maria Lorensen, Margie Ways, David Blythe, Bill Lucht, Aaron Smith.

**Absent:** Bill Clark, Taylor Perry, Jim Rodgers, Shirley Tolbert

**Guests:** Lan Reel, Tina Johnson, Leslie See, Carol Plautz, Kelly Wright, Sandy Sponaugle, George Perry, Lisa Dall'olio, Mike Lewis, Mary Keesecker.

**Call to Order:** Jane Peters, Chair, called the meeting to order at 12:35 p.m.

**Approval of Minutes:** Maria Lorensen moved, Margie Ways seconded, and the February 2007 meeting minutes were unanimously approved.

**President's Report:** Media coverage – Dr. Checkovich thanked Sandy Sponaugle for preparing the Chamber of Commerce article about the BRCTC. He mentioned the newspaper articles about the prospective purchases for the CTC. He is optimistic that the CTC will find a larger facility and is on the path to achieving that goal. Eastern WV CTC in Moorefield will not be merging with BRCTC. He explained that several people from the Moorefield area feel that Eastern has not had enough time to develop fully. He mentioned the articles about how funding may be secured, and stated that BRCTC is in the running for \$12 million, and possibly another \$5.5 million. He thanked Maria Lorensen and Naomi Smoot, of *The Journal*, for their support in writing the “fine” newspaper articles.

**Workforce Development:** No report, this report was postponed until April.

**Enrollment Report:** Leslie See, Director of Enrollment, distributed the Enrollment Management Report. The number of full-time students is 815 for the Spring semester, and the total number of students is 1,753. Retention rates show continued improvement. The Student Affairs office will be working with retention. In response to a question, she explained that retention is when a student completes a whole academic year. BRCTC's headcount growth was first in the state for the Fall semester. The number of first-time freshmen was highest in the state, and she stated that this was due to the workforce development programs. Her goal is to increase the college-going rates in the Eastern Panhandle. Projected enrollment for the Fall is 2,150, with 1,000 full-time students. She stated that fifty percent of all healthcare workers are educated at community colleges. Financial Aid programs will be

discussed in her April report. Dr. Checkovich complimented Leslie on her report.

Dr. Checkovich announced that tuition and fees have not risen, and he does not intend to ask for an increase this year.

**Academic Report:** Dr. Carol Plautz distributed a report of Spring 2007 Medical Certification Courses. Courses listed are Dental Assisting; EKG Technician; Medical Billing and Coding; Phlebotomy Technician; Pharmacy Technician. These courses are offered three times each year (February, June and October) based on student interest. The Nursing program is experiencing rapid growth. There are now 180 pre-nursing students seeking an Associate Degree. The college is seeking a Nursing Director. The WV State Board of Nursing will evaluate the program this year. She announced that it is eligible for full state accreditation. Dr. Checkovich stated that five years ago the Nursing Program was slated for extinction. He praised Dr. Plautz and others for their efforts.

Dr. Plautz distributed a proposed organizational chart depicting a new School of Career Studies and School of Transitional Studies. Both will report to Dr. Checkovich. The Board will be asked to look at this and formally endorse it; then it will be presented to Charleston. Discussion took place about academic quality, accreditation, and maintaining learning objectives and standards. A handout about the Study of Higher Education Faculty in WV was distributed.

**Financial Report:** Lan Reel distributed a Fee Planning Schedule – Per Semester for the Academic Year 2007-08. Tina Johnson was introduced as a full-time staff member in the Finance Department. Lan shared background information on herself and stated that she would welcome feedback from the board members if a different format is desired. She announced that a state auditor had visited, and the CTC had passed the audit. She said there have been many new hires, and the college is “on the right track financially.” Tuition and fees make up 64 percent of the budget. Dr. Checkovich stated that the increase in finances was due in large part to the increase in enrollment.

Jane Peters thanked the staff for all the reports.

Margie Ways moved, and Aaron Smith seconded the motion that the Board go into Executive Session at 1:35 p.m. The Executive Session ended at 2:25 p.m.

**Adjournment:** David Blythe moved, Bill Lucht seconded, and the meeting adjourned at 2:30 p.m.

Respectfully submitted,

Mary L. Keesecker, Recording Secretary

