

Blue Ridge Community & Technical College  
Board of Governor's Meeting

August 1, 2007 12:00 noon  
Berkeley County Commission Chambers

**Present:** Pete Checkovich, Bill Clark, Missy Collins, Maria Lorensen, Bill Lucht, Taylor Perry, Jim Rodgers, Shirley Tolbert, Margie Ways

**Absent:** Dave Blythe, Jane Peters

**Guests:** Pam Coyle, Wendy Norris Chrisman, Donna Hare, Trudie Holder, Lauren Hough, James McDougale, Craig Miller, Marcyanna Millet, Paula Mills, Ellen Moore, Dave Perkins, George Perry, Ann Price, Lan Reel, Megan Scott, Leslie See, Nancy Smeltzer, Sandy Sponagle, Billie Unger, Kelly Wright

**Call to Order:** Vice Chair Maria Lorensen called the meeting to order at 12:40 pm.

**Minutes:** Bill Lucht moved, Margie Ways seconded and the June 6, 2007 minutes were unanimously approved.

Dr. Checkovich recognized students Donna Hare and Wendy Norris who were presented the Betty Pugh Scholarship. Present for the ceremony were Nancy Smeltzer and Paula Mills, daughters of Betty Pugh. A third recipient, Keana Henry was unable to attend. Dr. Checkovich expressed his appreciation for this gift.

Dr. C. also presented Mr. Dave Perkins from the New River community College who worked with Pam Coyle and Kelly Wright to establish a wonderful relationship with the Berkeley County Public Library System. Ms. Coyle spoke how intrigued they were about the proposal and how pleased that it worked for both parties so we now have such a wonderful partnership without duplicating any services. Ms. Coyle is also an instrumental help with our Book Fair. Dave Perkins reiterated what a wonderful partnership the library has with Blue Ridge CTC.

**President's Report:** Dr. C. introduced Megan Scott, the new Project Coordinator for the Economic & Workforce Development division. He presented 17 articles for the "in the media" section including: a thank you letter from Henry Kayes, Chamber of Commerce; Journal about the proposed property; ad for college fair; ad from journal; NCCET article; examples of Graphic Arts designs as suggested last month by Chris Lundberg; Kelly Wright and Leadership Berkeley; Daniel Cornwell, a senior with Edge credits; CTR&S Leadership Development Graduation Program; student names on Dean's list; Jefferson County Chamber of Commerce/Leadership Berkeley; article from the Morning Herald...space issue; Quad State Business Journal article; letter from WRNR from Rick Wachtel; Taylor Perry thank you; ad about new program for Home Inspection Program and a graduation article.

Dr. C. congratulated George Perry for his help in making BRCTC only one of three accredited EMS programs in the state of WV.

**Enrollment:** Leslie See thanked Kelly Wright for all her hard work in implementing the new phone system. She then presented the enrollment report. She stated that the numbers were good and we have reached 47% of our goal. The count will continue through September 15. While we have 711 degree seeking students compared with last year's 890, we should hit 1200 by end of August and we are still 6 weeks out from the end of the census.

Shirley Tolbert mentioned about a report she read and that the numbers looked low. Dr. C. commented that the figures in the report were from 2 years ago, and we have had a big jump from 700 to 1029. The report uses a 3 years rolling average and hasn't taken into account this jump from two years ago.

**Finance Report:** Lan Reel handed out the finance report and said that we are in the black and are on a journey to success. The 2007 figures are out for audit and will be back sometime in September. Ann Price presented two budgets. Right now, with state appropriations, the split between student and state is 60-40. The goal is to have the student share be 25%. The Board asked for a budget report for the next meeting by line item and by department.

Bill Lucht inquired if it is possible to put aside a "slush fund" for unexpected emergencies. Dr. C replied that we do have a reserve fund, but we try very hard not to spend it all. He also thanked Ellen Moore for representing the College at the ACCE meeting in Charleston and mentioned that LaJuan Watson is the chair of the classified employee's council. Dr. Checkovich suggested that Ellen be allotted a regular slot in each Board meeting for a report on the Classified Staff happenings. Dr. Checkovich also introduced Melissa "Missy" Collins, the president of SGA (Student Government Association) and the new student representative to the Board.

**Executive Session:** Shirley Tolbert moved, Bill Lucht seconded that the Board move into Executive Session at 1:30 pm.

Jim Rodgers moved and Bill Lucht seconded that the Board exit the Executive Session at 1:55 pm.

Bill Lucht moved, Margie Ways seconded, the meeting adjourned at 2 pm.

Respectfully submitted,

Marcyanna Millet