

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

November 7, 2007 12:00 noon
Berkeley County Commission Chambers

Present: Dave Blythe, Pete Checkovich, Maria Lorensen, Bill Lucht, Taylor Perry, Jane Peters, Jim Rodgers, Shirley Tolbert, Margie Ways

Absent: Bill Clark, Mellissa Collins

Guests: Sandra Baker, Lauren Hough, James McDougle, Craig Miller, Marcyanna Millet, George Perry, Carol Plautz, Megan Scott, Leslie See, Ann Shipway, Sandy Sponaugle, Kelly Wright

Call to Order: Jane Peters, Chair, called the meeting to order at 12:25 pm.

Minutes: Margie Ways moved, Shirley Tolbert seconded and the October 1, 2007 minutes were unanimously approved.

Presidents Report: Dr. Checkovich acknowledged Ann Shipway's efforts towards her Doctorate degree saying that her prospectus was approved, and she is 90% finished and will complete her program in the spring of 2008. He also complimented Peggy Talley for the successful EDGE dinner on Tuesday, November, 6, 2007. Many members of the executive staff were present at the dinner and they were helpful answering questions. Also mentioned was the trip to Charleston for discussion on the future of Workforce Development in the State.

Dr. Checkovich reviewed his "in the media" articles: George Perry presenting a certificate of recognition to Brandon Truman for his outstanding performance in the WV EMS competition; Personal Finance 101 for students; the Scarecrow Project of Martinsburg and the Apple Harvest Parade; Jim Ralston's play "Lone Star League"; Phi Theta Kappa induction ceremony and the two students who will be named to the National USA Academic team; coverage in the Executive Magazine for the Nursing Grant; Book Fair with a picture of Billie Unger having a book signed; ad campaign; EDGE dinner program designed by our students; our First Accreditation Newsletter; and an award letter from the Ecolab foundation for a \$2,500 grant for the Homeland Security Program.

Enrollment Report: Leslie See distributed the Enrollment Management Report and highlighted statistics for Berkeley, Jefferson, and Morgan counties. The majority of Blue Ridge CTC students are from Berkeley County. Taylor Perry asked about retention and graduation statistics. Dr. Checkovich stated that retention is gauged from first time full time freshman into their sophomore year. We have a significant increase, the most of all community colleges (62%) since we have become independent and have our own staff.

Leslie mentioned that her department is developing a survey for adult learners to see how we can improve our services for them. Jane Peters asked what the average size class is and Leslie said she would have this information for the December Board meeting.

Workforce Development: Ann Shipway presented an update. New and ongoing projects include the following: Essroc –more WorkKeys testing scheduled; Ecolab – meeting with the new plant manager; Charles Town Races and Slots – continuing with a new cohort for the Leadership Development Program on January 8, 2008; Clarion – 42 new employees with a WV grant to offset costs; Polo – continued project in management development; and we began working with Universal Forest Products who have asked for applied math and ESL courses for Spanish speaking employees. We will be designing the math course.

Allegheny Energy has identified their training need for electrical line workers and substation electricians. Dan Steerman, a new full-time faculty member, has already visited their facility in Fairmont, West Virginia and a pilot implementation is scheduled for April of 2008. Economic and Workforce Development is applying for a technical program grant for \$220,000. This is one of three technical program grants the institution is submitting.

Executive Session: Jim Rodgers moved, and Margie Ways seconded that the Board move into Executive Session at 1:05 p.m.

Maria Lorensen moved, and Jim Rodgers seconded that the Board exit the Executive Session at 1:55 p.m.

Jim Rodgers moved, Shirley Tolbert seconded, the meeting adjourned at 2:00 p.m.

Respectfully submitted,

Marcyanna Millet
Recording Secretary