Blue Ridge Community and Technical College
Board of Governors Meeting
April 18, 2012, 11:30 a.m.
Blue Ridge CTC Technology Center
5550 Winchester Avenue, Martinsburg, West Virginia, 25405

In attendance: Rob Baker, Al Britton, Dr. Peter Checkovich, Tina Combs, Becky Linton, Maria Lorensen, Bill Lucht, Teresa McCabe, Jim Rodgers, and Richard Snyder.


Call to order: Tina Combs, Chair, called the April 2012 meeting to order at 12:08 p.m.

Approval of the March 2012 minutes: Jim Rodgers moved, and Maria Lorensen seconded and the March 2012 minutes were unanimously approved.

President’s Report:

• Anthony Early recognized the following students for competing in and placing in the Skills USA State Competition:
  o Karen Baker-Mineo – 1st place in Technical Computer Applications
  o Derek O’Donnell – 1st place in Demonstration A
  o Nathan Buchholtz – 1st place in Job Interview
  o Tyray Goerke – 1st place in Culinary
  o Justin Palmer – 2nd place in the Open Competition
  o Russell Steele – 1st place in Computer maintenance and Repair
  o Michael Cook – 1st place in Cisco

All students will compete in the national competition in June 2012.

• Leslie See and Cheyanne Lewis recognized the students chosen for the Phi Theta Kappa West Virginia All-Academic Team. Karen Baker, Kimberly Bickett, Michael Laughlin, and Susan Heinlein received this award. They were recognized by Governor Tomblin for this accomplishment.

• President Checkovich reviewed many articles and advertisements for his In the Media report.
• President Checkovich presented a slide show on the new building, which should be complete by July 15th, 2012.

• President Checkovich announced that Blue Ridge CTC will be establishing satellite locations in Morgan County and in Jefferson County.

• President Checkovich announced that Ann Price will be starting an Accounting program at the College. Beginning July 1st, 2012, Kimberly Lineberg will be the Chief Financial Officer.

Series 51: Craig Miller reported on textbook adoption activities and Series 51.

Barnes and Nobel is now the College’s bookstore.

Articulations: Brett Caffarelli presented on articulation agreements, which are put in place to assist students when transferring credits to other schools. This is particularly helpful for students who complete an Associate’s Degree and then pursue a Bachelor’s Degree. Ms. Caffarelli highlighted the articulation agreements with WVU Extended Learning, UMUC, and WVU-Parkersburg.

There will be an articulation page on the new Blue Ridge CTC website.

Finance Report: Ann Price reviewed the financial statements as of December 2011.

Ms. Price reviewed the recent purchasing card audit at Blue Ridge CTC and discussed some areas that may present a concern.

Ann Price reviewed the organizational chart for the Finance department.

Workforce Development Report: Dr. Ann Shipway reported that three grants have been approved:

1. Cyber Security/Ethical Hacking program
2. Mechatronics Certificate program

The College has also applied for a grant to help build out the Mechatronics Lab.

Dr. Shipway reviewed the upcoming Mechatronics training with Ecolab and explained that the College is a national partner through Mpact.
Dr. Shipway explained that the food service at the new building will be an auxiliary enterprise and Chef Marvin Brining, Jr. will be managing this.

President Checkovich met with Mark Julian last week and Mr. Julian was very complimentary to our College, especially our Workforce Development Division, as it is the best in the state.

*Enrollment Report*: Leslie See reported on graduation. Blue Ridge CTC will have approximately 155 graduates walking at graduation. The ceremony will be held in the Martinsburg High School auditorium, on Thursday, May 24th, 2012 at 7:00 PM. First Lady Joanne Tomblin will be the guest speaker.

The College has secured a website vendor and the new website is being developed.

The fall enrollment looks strong, but it is too early for specific numbers.

*Announcement*: Tina Combs, Board Chair, announced that there will not be a May 2012 meeting. The next meeting will be in June 2012.

*Adjournment*:

The meeting was adjourned at 1:46 p.m.

Respectfully Submitted,
Megan Scott, Recording Secretary