

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

August 5, 2015, 11:30 am

*Blue Ridge Community and Technical College Headquarters Building
13650 Apple Harvest Drive, Martinsburg, West Virginia, 25403*

In attendance: Al Britton, Dr. Peter Checkovich, Dr. Kathy Cox, Stephanie Harvey, Teresa McCabe, Teresa Noll, Cassi Reynolds, Dr. Bill Stubblefield, and Keith Unger.

Guests: Mike Byers, Megan Michael, Dr. Craig Miller, Dr. George Perry, Justin Ruble, Leslie See, Dr. Ann Shipway, and Anne Myers.

Call to order: Keith Unger, Chair, called the August 2015 Board meeting to order at 11:58 a.m.

Approval of the June 2015 minutes: Al Britton made a motion to approve the June 2015 Board meeting minutes; Stephanie Harvey seconded, and the motion was approved unanimously.

President's Report:

President Checkovich announced that the search for the Chancellor of the West Virginia Community and Technical College System has been suspended. The Interim Chancellor will continue to serve in the position.

President Checkovich announced that the College will be starting a cultural and historical travel program that will include domestic and international travel. The first trip will be to New York City in May of 2016. A trip to Iceland or Norway to see the Northern Lights is also being considered.

President Checkovich reviewed many articles and advertisements for his *In the Media* report, including an article about the new Power Systems Institute, which is off to a very successful start.

Proposed Amended Rule:

Leslie See presented the amended Rule 12.1: *West Virginia Freedom of Information Act* and requested that the rule be made public for a 30 day comment period. The amendment includes the removal of the \$25.00 fee per hour for manpower and mandates that the State office is notified of all requests.

Dr. Bill Stubblefield made a motion that Rule 12.1: *West Virginia Freedom of Information Act* be approved for a 30 day comment period; Al Britton seconded, and the motion passed unanimously.

Workforce Development Report:

Dr. Ann Shipway reported that the College recently entered into a five year training contract with Volvo for a mechanical apprenticeship program in machine repair and maintenance. The College will also partner with the Pittsburgh Institute of Aeronautics (PIA) to provide some of the training.

Dr. Ann Shipway introduced Anne Myers, who presented on the academies for kids which were hosted recently at the College. The first academy was the Junior Chef Academy and 12 children participated.

The second academy was the Robotics Academy and 23 children participated. Both academies went very well and the Board viewed a slideshow highlighting the academies. The College is planning to apply for grant funding and possibly work with the NASA Space Council to offer additional robotics and space academies for kids during the summer of 2016.

Enrollment Management Report:

Leslie See reported that the College is on track for its fall 2015 enrollment goals. The fall 2015 enrollment headcount goal is 2,300 and the annual FTE goal is 3,700. There are several upcoming orientations scheduled, and the Enrollment team is currently processing approximately 200 applications. In addition, there are many third party enrollments currently being processed.

Dr. Checkovich mentioned that the budget is being considered. If a decrease in enrollment occurs, then an internal budget cut may be necessary. This excludes the State Allocation and focuses on the tuition and fee revenue.

Executive Session:

Pursuant to Section 4 of Article 9A of Chapter 6 of the West Virginia Code, Stephanie Harvey made a motion that the Board move into executive session for the purpose of discussing legal matters, at 12:41 p.m.; Teresa McCabe seconded, and the motion passed unanimously.

The Board of Governors agreed to exit the Executive Session at 12:49 pm. No action was taken.

The meeting was adjourned at 12:50 pm.

Respectfully Submitted,

Megan Michael, Recording Secretary