

Blue Ridge Community and Technical College
Board of Governors Meeting
June 4, 2014, 11:30 a.m.
Blue Ridge Community and Technical College
13650 Apple Harvest Drive, Martinsburg, West Virginia, 25403

In attendance: Dr. Peter Checkovich, Al Britton, Teresa McCabe, Teresa Noll, Dr. Taylor Perry, Jim Rodgers, Patti Sherwood, Keith Unger, and Becky Linton joined via phone.

Guests: Jennifer Jordan, Megan Michael, Dr. Craig Miller, Dr. George Perry, Carol Rothstein, Justin Ruble, Dr. Ann Shipway, and Margie Ways.

Call to order: Teresa McCabe, Chair, called the June 2014 meeting to order at 11:59 a.m.

Approval of the May 2014 minutes: Dr. Taylor Perry moved; Teresa Noll seconded, and the May 2014 minutes were unanimously approved.

Approval of the 2014-2015 Meeting Schedule: The following 2014-2015 Board meeting schedule was presented to the Board for review:

- *August 6, 2014*
- *September 3, 2014*
- *October 1, 2014*
- *November 5, 2014*
- *December 3, 2014*
- *February 4, 2015*
- *March 4, 2015*
- *April 1, 2015*
- *May 6, 2015*
- *June 3, 2015*

Becky Linton made a motion to approve the 2014-2015 Board meeting schedule as presented; Al Britton seconded, and the motion passed unanimously.

Election of Officers:

Al Britton made a motion that Teresa McCabe serve as Chair, and Becky Linton serve as Vice-chair of the Blue Ridge CTC Board; Dr. Taylor Perry seconded, and the motion passed unanimously.

President's Report:

- Dr. Checkovich recognized and thanked Margie Ways, who has been with the College approximately 14 years, and will be retiring June 30, 2014.
- Dr. Checkovich spoke about the Bridging the Gap (BTG) Kick-off Meeting that the BTG group attended in Charleston on June 3rd.
- Dr. Checkovich presented many articles and advertisements for his *In the Media* report.

- Dr. Checkovich reported on the commencement ceremony, which was held on May 29, 2014. The ceremony went very well, and Dr. Michael Riccards was the recipient of the President's Medal.

Workforce Development Report:

Dr. Ann Shipway reported on the Bridging the Gap grant project and spoke about the Mondopad that was purchased with funds from the grant. Dr. Shipway also reported that a new employee has been hired to fill the Advanced Manufacturing position, which is part of this grant.

Dr. Shipway presented and reviewed the report submitted to the West Virginia Community and Technical College System for the Carl D. Perkins grant program. The funding received through this program is specific to occupational degrees, students, and faculty. There are nine required uses of the money, and Blue Ridge CTC meets the requirements every year. The main focus of this grant is special populations.

Finance Report:

Kimberly Lineberg presented the financial statements as of March 31, 2014 and March 31, 2013. She also reviewed financial ratios and the plan for the 2014 audit.

Rule Making: The *Powers and Duties of the Board and President Rule* draft was presented during the May 2014 Board meeting, and the rule was made public for a 30 day comment period. The 30 day comment period is still in process; however, to date, there have not been any comments received, and no changes have been made.

The Board may vote to approve the rule as is, pending no comments are received within the two remaining days of the comment period.

Al Britton made a motion that the amendment of the *Powers and Duties of the Board and President Rule* be approved, subject to the provision above; Teresa Noll seconded, and the motion passed unanimously.

Executive Session:

Pursuant to Section 4 of Article 9A of Chapter 6 of the WV Code, Jim Rodgers made a motion that the Board move into executive session, for the purpose of discussing personnel matters, at 12:45 p.m.; Keith Unger seconded, and the motion passed unanimously. The Board agreed to exit the Executive Session at 12:50 p.m.

Al Britton made a motion to hire Dr. David Perkins to complete the Presidential evaluation; Keith Unger seconded, and the motion passed unanimously.

The meeting was adjourned at 12:51 pm.

Respectfully Submitted,
Megan Michael, Recording Secretary