

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

*August 3, 2016, 11:30 am*

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

*In attendance:* Dr. Peter Checkovich, Dr. Kathy Cox, Stephanie Harvey, Teresa McCabe, Teresa Noll, Dr. Taylor Perry, Jim Rodgers, and Dr. Bill Stubblefield. A quorum is present.

*Guests:* Madison Adams, Jennifer Barrett, Mike Byers, Delegate Daryl Cowles, Robert Hopkin, Cindi Hull, David Koritko, Megan Michael, Dr. Craig Miller, Michele Morrison, Anne Myers, Brenda Neal, Butch Pennington, Justin Ruble, Kristy Scarlata, Jody Sheeder, Dr. Ann Shipway, Delegate Stephen Skinner, David Teets, Gerry Willis, Ronald Willis, and Walter Willis.

*Call to order:* Stephanie Harvey, Vice-Chair, called the August 2016 meeting to order 12:01 pm.

*President's Report:*

President Checkovich began his report by recognizing Delegate Saira Blair, Delegate Daryl Cowles, and Delegate Stephen Skinner, who helped the College immensely with the fiscal year 2017 budget. Additional funds were added to the budget, and this resulted in the necessary tuition increase being 4.55%, as opposed to 10.2%, meaning the cost will be less for students to attend Blue Ridge CTC. Delegate Saira Blair, who was unable to attend the meeting, was also recognized for introducing the floor amendment to provide additional funding to Blue Ridge CTC.

President Checkovich introduced the Blue Ridge CTC Space Club members in attendance, who recently launched a rocket at the NASA facility in Wallops Island, Virginia. Space Club members in attendance were Robert Hopkin, Ronald Willis, Walter Willis, and David Teets, Instructor. The group presented on the successful 115 kilometer rocket launch.

President Checkovich recognized Phi Theta Kappa (PTK) scholar students Madison Adams and Walter Willis. Both students were a part of the PTK All-West Virginia Academic Team and were presented with PTK certificates and medals. Mr. Willis is also a National Coca-Cola PTK scholar. There are only 50 students selected for this program nationwide.

President Checkovich reviewed many articles and advertisements for his *In the Media Report*.

*Approval of the June 2016 Meeting Minutes:*

Teresa McCabe made a motion to approve the minutes from the June 01, 2016 Board meeting; Dr. Bill Stubblefield seconded, and the motion passed unanimously.

Teresa Noll made a motion to approve the minutes from the June 29, 2016 emergency meeting; Dr. Bill Stubblefield seconded, and the motion passed unanimously. The recommendation was made to add that the meeting took place via conference call to the "In Attendance" section of the minutes and this addition was made.

*Workforce Report:*

Dr. Ann Shipway reported that the College received a donation of a robot from Amtek. This will assist with creating a training environment that is similar to jobs on the factory floor. With the addition of this robot, the College now has four robots for student use.

Dr. Shipway provided an update on the P&G project. A meeting was held recently with Logoplaste, which is the plastics extrusion and molding company that provides service to P&G. Blue Ridge CTC will be performing the training for this company. The first P&G cohort of machine operators will begin training in the fall. Dr. Shipway invited the Board to attend an upcoming meeting with the P&G leadership team. The local delegation will be present as well.

Dr. Shipway introduced Anne Myers and Michele Morrison who reported on the recent Raspberry Pi STEM summer program for rising fourth, fifth, and sixth graders. Seventeen students participated, and the students learned to set up the Raspberry Pi and complete programming in Scratch and Python. A Raspberry Pi is a small computer that has the same processor and memory as a tablet.

The Raspberry Pi STEM summer program was a community effort among the following agencies: Blue Ridge Community and Technical College, NASA WV Space Consortium at West Virginia University, Morgan County Board of Education, Morgan County After 3 Program, WVU Extension Office, and Starting Points.

*Enrollment Report:*

Brenda Neal provided the enrollment management report, explaining that the enrollment has increased by 23 students since the data submitted last week. Ms. Neal spoke about the recent phone-a-thon, which was very successful and resulted in 39 registrations and many appointments with advisors. The College is also reaching out to potential new students and to students who have enrolled via third party college credit. There are still four orientations for the fall 2016 semester, and the total head count is expected to continue increasing.

*Announcements:*

President Checkovich announced that the Headquarters building received an award for achievement in architecture from the American Institute of Architects West Virginia chapter. This was awarded to Bastian and Harris Architects.

*Executive Session:* No Executive Session was held.

*Adjournment:* Dr. Taylor Perry made a motion to adjourn the meeting at 12:57 pm; Teresa Noll seconded, and the motion passed unanimously.

Respectfully Submitted,

Megan Michael, Recording Secretary