

Blue Ridge Community and Technical College
Board of Governors Meeting
September 12, 2018, 11:30 am
Blue Ridge Community and Technical College Headquarters Building
13650 Apple Harvest Drive, Martinsburg, West Virginia, 25403

In attendance: Dr. Peter Checkovich, Brad Close, Stephanie Harvey, Keisha Hicks, Teresa McCabe, Kerri Namolik, Teresa Noll, Dr. Taylor Perry joined via phone, Jim Rodgers, Dr. Bill Stubblefield, and Keith Unger.

Guests: Jennifer Barrett-Smith, Laura Busey, Mike Byers, Brett Gallagher, Jim McConville, Megan Michael, Dr. Craig Miller, Leslie See, Dr. Ann Shipway and Jenni Vincent.

Call to order: Keith Unger, Chair, called the September 2018 meeting to order at 12:02 p.m.

Approval of the August 2018 Meeting Minutes: Jim Rodgers made a motion to approve the minutes from the August 2018 Board meeting; Stephanie Harvey seconded, and the motion passed.

President's Report: President Checkovich spoke about the upcoming weather and assured the Board that the Facilities staff is prepared. College events scheduled for Saturday will be postponed if the weather is an issue.

President Checkovich provided an update on the Blue Ribbon Commission. This Commission has broken into three subcommittees, finance, structure, and collaboration. President Checkovich has been invited to join the collaboration subcommittee, which focuses on articulation agreements.

President Checkovich presented his *In the Media* report, which included information on the December 2018 Merry & Bright Blue Ridge CTC Foundation fundraising event. The event will be held on Friday, December 7, 2018. President Checkovich has also been asked to present at the West Virginia Manufacturing Association meeting on this date.

President Checkovich highlighted an article on a donation the Blue Ridge CTC Foundation received from First Energy. This donation will provide funding for diversity scholarships. In addition, the College received funding from the West Virginia Eastern Community Foundation to provide textbook scholarships to Jump Start students. The College was able to assist 19 Jump Start students with \$275.00 per semester for textbooks. The Jump Start program has 153 students attending across nine different programs this semester. The conversion rate of this successful program is fifty-two percent.

President Checkovich spoke about the College's plan to create a Plastics Lab. Grant funds have been received and additional grants have been written to fund lab construction. The new lab will assist tremendously with providing training to new manufacturers.

Workforce Development Report: Dr. Ann Shipway announced that the Higher Learning Commission (HLC) Assurance Argument is open and preparations are underway for the March 2020 HLC visit.

Dr. Shipway reported on the successful P&G meeting earlier this week. The P&G training project will continue at the Blue Ridge CTC Technology Center for at least six months. Discussion is underway for Automated Guided Vehicle (AGV) training as well.

Enrollment Management Report: Leslie See reported that the fall 2018 enrollment is over 6,000 students, as of today. The College's FTE increased as well. New student enrollment has increased 2.8% and the combined high school enrollment is 530. This number is comprised of 153 Jump Start students, 196 Math Transitions students, and students in programs such as High School Scholars and students who are homeschooled. There was discussion regarding the growth in the Jump Start program, which is something Ms. See is working on with the College's partnering counties. The Colleges official enrollment is due on October 15, 2018.

Adjournment: Stephanie Harvey made a motion to adjourn the meeting at 12:53 p.m.; Brad Close seconded, and the motion passed unanimously.