

Blue Ridge Community and Technical College
Board of Governors Meeting
December 5, 2018, 11:30 am
Blue Ridge Community and Technical College Morgan County Center
109 War Memorial Drive, Berkeley Springs, WV 25413

In attendance: Dr. Peter Checkovich, Brad Close, Stephanie Harvey, Heather McIntyre, Kerri Namolik joined via phone, Dr. Taylor Perry joined via phone, Dr. Bill Stubblefield, and Keith Unger.

Guests: Jennifer Barrett-Smith, Laura Busey, Mike Byers, Daryl Cowles, Sean Forney, Mark Harrell, Dr. Cindi Hull, Erich May, Jim McConville, Megan Michael, Dr. Craig Miller, Kim Moss, Mitch Nida, Keith Novak, Jane Peters, Kristie Scarlata, Dr. Ann Shipway, Elizabeth Spring, Joel Tuttle, Lacey Walp, Sherry Washington, and Vickie Wiles

Call to order: Keith Unger, Chair, called the December 2018 meeting to order at 11:59 a.m.

Audit Report: Keith Novak, of Clifton Larson Allen, LLC, joined the meeting to present the audit for FYE June 30, 2018. Mr. Novak explained that the audit received an unmodified opinion and was performed in accordance with Generally Accepted Auditing Standards and Government Auditing Standards. There were no material weaknesses and the filing deadline was met.

Approval of the November 2018 Meeting Minutes: Brad Close made a motion to approve the minutes from the November 2018 Board meeting; Stephanie Harvey seconded, and the motion passed unanimously.

President's Report: President Checkovich introduced special guest Delegate Daryl Cowles. Delegate Cowles thanked the College for its presence in Morgan County and explained that this would assist many families and have a significant impact in the county.

Delegate Cowles reported that the 2019 Legislative Session focus would be transition, education, and compromise through communication. Delegate Cowles anticipates a reshuffle of the leadership team; however, he feels he will still serve on the team. Regarding education, the PEIA Task Force will provide a report this week and the proposal for the five-percent pay increase for teachers will be discussed. In addition, the Blue Ribbon Commission will be a part of the session and the new higher education funding formula will be discussed. Delegate Cowles spoke about the possible allocation of additional funding for Blue Ridge CTC. He explained that the aforementioned topics require compromise and communication. Delegate Cowles concluded his report by discussing the importance of the College participating in constant communication with the local legislators.

Dr. Checkovich and the members of the Board thanked Delegate Cowles for his help over the years. Delegate Cowles is a true friend of the College.

Mitch Nida, Principal of Berkeley Springs High School, thanked Blue Ridge CTC for the partnership with Morgan County Schools. Mr. Nida spoke about post-secondary achievement numbers on the report card for Morgan County Schools. These numbers have improved as a direct result of the dual enrollment program with Blue Ridge CTC.

Mark Harrell, of CNB Bank, thanked the College for the Morgan County dual enrollment program. He reported that his son was able to participate in the program. Mr. Harrell spoke about the wonderful, continuing relationship the College has with Morgan County.

The relationship between Blue Ridge CTC and Procter & Gamble (P&G) was discussed. President Checkovich explained that P&G has a quality control training lab at the Morgan County Center. P&G quality control employees will be trained at this lab.

President Checkovich presented his *In the Media Report*, during which he reviewed media and advertisements related to the College.

Workforce Report: Dr. Ann Shipway introduced Dr. Cindi Hull, Associate Dean of Career Advancement; Kim Moss, Director of Contracted Training; and Jane Peters; who is establishing the Spring Tech Innovation Lab at the Morgan County Center.

Dr. Cindi Hull presented on Career Advancement Education and the Morgan County Center. Dr. Hull began her presentation with the review of training courses held at the Center. She included the number of individuals who visited the Center as well. Dr. Hull highlighted a training course for Realtors that was held at the Morgan County Center. Students from across the State attended.

Jane Peters provided an update on the Spring Tech Innovation Lab. The Lab is fully furnished and the offices are ready to use. The marketing program has been approved and a launch event is scheduled for January 10, 2019.

Continued funding for the Pines Opportunity Center was discussed. The renovations were funded with grants and Dr. Shipway reported that the College has applied for a Federal NSF STEM-based grant. An award determination will be made in January or February 2019. If received, this funding will be used to support the Morgan County Center and the Morgan County programs. The grant application includes two full-time positions, a math faculty position and a recruiter position. If the College were awarded from this set of funding, it would be eligible for the next batch of NSF grants.

Annual Security Report: Vickie Wiles, Security Officer, joined the meeting to present the 2018 Annual Security Report, which is mandated by the Clery Act. The College has an exceptionally safe campus, with zero incidents reported last year. Ms. Wiles reported that many safety activities take place regularly at the College, including fire drills and monthly 911 tests of the emergency blue boxes in the Headquarters parking lot. Ms. Wiles reported that the security camera system program has been upgraded and this has provided Security with a larger observation area.

Dr. Bill Stubblefield asked about Cyberbullying, which is unacceptable at the College and is covered in the College's Acceptable Use policy.

President Checkovich thanked Ms. Wiles and the Security Staff for keeping the campus safe and secure.

Dr. Bill Stubblefield asked about firearm policies at the College. The College has a policy that prohibits firearms on campus; however, current legislation allows individuals to leave firearms in their vehicles.

Adjournment: Heather McIntyre made a motion to adjourn the meeting at 1:10 p.m.; Stephanie Harvey seconded, and the motion passed unanimously.