

Blue Ridge Community and Technical College
Board of Governors Meeting
December 5, 2012, 11:30 a.m.
Blue Ridge Community and Technical College
13650 Apple Harvest Drive, Martinsburg, West Virginia, 25403

In attendance: Al Britton, Tina Combs, Jeanne Cunningham, Becky Linton, Bill Lucht, Maria Lorensen, Teresa McCabe, Jim Rodgers, Richard Snyder, and Keith Unger.

Guests: Guests: Susan Bly, Brett Caffarelli, Mike Byers, Stephanie Harvey, Sherri Janelle, Dr. George Perry, Kimberly Lineberg, Megan Michael, Dr. Craig Miller, Betty Rini, Leslie See, and Pam Stevens.

Call to order: Tina Combs, Chair, called the December 2012 meeting to order at 12:00 p.m.

Approval of the November 2012 minutes: Bill Lucht moved; Becky Linton seconded, and the November 2012 minutes were unanimously approved.

President's Report:

Dr. Craig Miller presented the President's Report as follows:

- Susan Bly was recognized for helping to keep the campus clean.
- Dr. Miller reviewed many articles and advertisements for the *In the Media* report.
- Sherri Janelle, Foundation Director, presented on the recent *Merry and Bright* fundraiser, which was a great success.

Finance Report:

Dennis Juran, the auditor in charge with Deloitte and Touche, joined the meeting via phone and provided a detailed audit report. The audit result was an unqualified opinion.

Teresa McCabe moved to approve the audit report, Jim Rodgers seconded; and the audit report was unanimously approved.

Enrollment Management Report: Leslie See reported on the state wide Complete to Compete initiative. This initiative focuses on student retention and graduation. The College has developed a committee to manage this.

In addition, the College is implementing the Degree Works program, which will be a wonderful tool to use when advising students.

The meeting was adjourned at 12:58 pm.

Respectfully Submitted,
Megan Michael, Recording Secretary