

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

May 3, 2017, 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, Dr. Kathy Cox, Stephanie Harvey, Cassie Long, Teresa McCabe, Heather McIntyre, Teresa Noll, Dr. Taylor Perry, Jim Rodgers, and Keith Unger.

Guests: Jennifer Barrett, Jim Bayly, Lisha Burks, Mike Byers, Tim Byerly, Shentel, Brett Gallagher, Jessica Leake, Cara Lord, Shentel, Jeffrey McCarson, Shentel, Jim McConville, Journal News, Ed McKay, Shentel, John McVay, WRNR, Megan Michael, Dr. Craig Miller, Erin Miller, WHAG, Becky Nucilli, Shentel, Dr. George Perry, Duane Roberson, Justin Ruble, Kristie Scarlata, Leslie See, Bill Siford, Shentel, Dr. Ann Shipway, and Lee West, Shentel.

Call to order: Keith Unger, Chair, called the May 2017 meeting to order at 12:00 pm.

Approval of the April 2017 Meeting Minutes: Brad Close made a motion to approve the minutes from the April 2017 Board meeting; Teresa McCabe seconded, and the motion passed unanimously.

Workforce Development Report:

Blue Ridge CTC has collaborated with Shentel to provide bucket truck, climbing, and ladder safety training since 2009. Because of this special partnership, Shentel donated a bucket truck to the College to assist with the training.

The following representatives from Shentel attended the meeting and were welcomed by Dr. Checkovich and Dr. Shipway: Lee West, Graphic Designer, Cable & Wireline Marketing; Ed McKay, Senior VP, Wireline & Engineering; Becky Nucilli, Director, Human Resources; Cara Lord, Fleet Coordinator; Jeffrey McCarson, Senior Maintenance Technician, Field Operations; Tim Byerly, Safety Coordinator; and Bill Siford, Director of Building and Grounds.

Dr. Ann Shipway, Becky Nucilli, Ed McKay, Bill Siford, and Tim Byerly spoke about the wonderful training partnership and collaborative efforts between the College and Shentel. To date, the College has trained over 150 Shentel employees. The employees who have participated in the training are complimentary of the College, and the feedback received is wonderful. Shentel is now on a three-year training cycle for climbing recertification. Shentel is excited to work with Blue Ridge CTC to provide this training.

Dr. Shipway reported that the Northern Virginia Electric Cooperative visited the College recently. They are impressed with the College's training programs, and discussion is underway regarding a technical studies degree for them.

President's Report:

President Checkovich explained that the State of West Virginia has not approved a budget yet, but a special legislative session will begin on May 4, 2017 to address it.

President Checkovich provided his *In the Media* report, which included articles on the College's budget and upcoming courses and events.

Finance Report: Kristy Scarlata reviewed the financial statements as of March 31, 2017, including comparison data from March 31, 2016. She also reviewed the ratio figures. The College is currently at 99% of the expected revenue. Expenses are at 90% of the budget and are relatively flat when compared to last year. Regarding tuition and fee revenue, the College is at 96% of the budget.

Enrollment Report: Leslie See reported that summer school classes begin on May 31 and enrollment continues to grow. There are still several orientations scheduled prior to the start of the summer term. Ms. See mentioned that students are taking an entire credit more on average than last year, which is a new trend for summer school.

Announcements:

If a State budget is established within the next month, the financial information will be presented during the June meeting, along with the nomination of officers.

Adjournment: Jim Rodgers made a motion to adjourn the meeting at 1:07 pm; Brad Close seconded, and the motion passed unanimously.

Respectfully Submitted,

Megan Michael, Recording Secretary