

Blue Ridge Community and Technical College
Board of Governors Meeting
February 14, 2018, 11:30 a.m.
Blue Ridge Community and Technical College Headquarters Building
13650 Apple Harvest Drive, Martinsburg, West Virginia, 25403

In attendance: Dr. Peter Checkovich, Keisha Hicks, Teresa McCabe, Heather Morgan-McIntyre, Kerri Namolik, Teresa Noll, Jim Rodgers, Dr. Bill Stubblefield, and Keith Unger.

Guests: Zach Andrews, Maan Amir, Joshua Arehart, Jennifer Barrett, Mike Byers, Brett Gallagher, Anthony Hanners, Michel Klee, Jessica Leake, Jim McConville, Megan Michael, Dr. Craig Miller, Lawrence Rose, Justin Ruble, Leslie See, Kristy Scarlata, Michael Scullen, Dr. Ann Shipway, and Christopher Smoot.

Call to order: Keith Unger, Chair, called the February 2018 meeting to order at 12:01 p.m.

Approval of the December 2017 Meeting Minutes: Teresa McCabe made a motion to approve the minutes from the December 2017 Board meeting; Dr. Bill Stubblefield seconded, and the motion passed unanimously.

President's Report: President Checkovich and Dr. Ann Shipway introduced Anthony Hanners, Cyber Security Program Coordinator, who presented on the Collegiate Cyber Defense Competition (CCDC). A team of Blue Ridge CTC Cyber Security students participated in this competition, which included thirty-three teams from thirty different colleges. The team from Blue Ridge CTC finished fifth place overall and placed second among community colleges. Blue Ridge CTC team members included Zach Andrews, Maan Amir, Joshua Arehart, Michel Klee, Lawrence Rose, Michael Scullen, and Christopher Smoot. The team was recognized during the meeting for this accomplishment.

President Checkovich presented the *In the Media* report, which included articles on Drone Technology and Procter & Gamble (P&G). P&G recently announced that an additional 200 jobs would be created at its Martinsburg plant, for a total of 900 new jobs in Martinsburg.

President Checkovich highlighted an article on Senate Bill 284, which is a bill that provides funding to pay for tuition and mandatory fees for eligible community college students. President Checkovich recognized Senator Craig Blair and Senator Charles Trump for advocating for the bill.

President Checkovich spoke about a legislative bill that would allow the carrying of weapons on college campuses. The consensus of most colleges is that this should be a decision of the respective Boards of Governors.

President Checkovich invited the Board to the Morgan County Open House, which will be held on Friday, February 16, 2018, from 4:00 p.m. – 7:00 p.m.

Workforce Development Report: Dr. Ann Shipway began her report with an overview of the agenda for the Morgan County Open House on Friday, February 16. Tours of the newly renovated facility will be hosted during the event, including tours of the P&G training facility.

Dr. Shipway reported that the College was awarded two new Technical Program Development Grants. The first is for a Database Management A.A.S. degree and the second is for an Engineering Technology A.A.S. degree.

Dr. Shipway distributed and reviewed the Blue Ridge CTC Capacity Statement, which highlights the training topics and programs offered by the School of Workforce Development.

Enrollment Report: Leslie See began her report with the presentation of media created by West Virginia Public Broadcasting, which highlights Blue Ridge CTC and Senate Bill 284.

Ms. See also displayed a segment of the legislative session in which President Checkovich and Manny Arvon spoke about the JumpStart program and Senate Bill 284. If passed, the bill would go into effect on July 1, 2018.

Ms. See provided an update on the JumpStart program. Eighty-three students participated in the fall semester, and 71 students continued in the spring semester. Recruitment is underway for the 2018-2019 academic year. There will be nine JumpStart programs offered for Berkeley County high school students. In addition, a JumpStart program will begin in Morgan County and Ms. See is working with Jefferson County to develop a JumpStart program.

Finance Report: Kristy Scarlata presented and reviewed the financial statements as of December 31, 2017. Comparison data from December 31, 2016 were included in the report as well.

Ms. Scarlata highlighted the Career Advancement and Contracted Workforce Training income, as it continues to increase. President Checkovich spoke about this, as both programs make a significant contribution to the College's budget. Overall, the College's financial position is strong.

Dr. Bill Stubblefield made a motion to approve the Finance report as presented and subject to audit; Teresa McCabe seconded, and the motion passed unanimously.

Executive Session: Pursuant to Section 4 of Article 9A of Chapter 6 of the West Virginia Code, Teresa McCabe made a motion that the Board move into Executive Session at 1:32 p.m. to discuss legal matters; Dr. Bill Stubblefield seconded, and the motion passed unanimously.

The Board agreed to exit Executive Session at 1:40 p.m. No action was taken.

Adjournment: Heather Morgan-McIntyre made a motion to adjourn the meeting at 1:41 p.m.; Kerri Namolik seconded, and the motion passed unanimously.

Respectfully Submitted,

Megan Michael, Recording Secretary