

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

August 1, 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, Jim Rodgers, Dr. Bill Stubblefield, and Keith Unger.

Guests: Jennifer Barrett-Smith, Laura Busey, Mike Byers, Diana Crouse, Brett Gallagher, Dr. Bondy Shay Gibson, Jim McConville, Margaret McNulty, Megan Michael, Dr. Craig Miller, Anne Myers, Michaela Nelson, Kristie Scarlata, Leslie See, Dr. Ann Shipway and Fiona Weaver.

Call to order: Keith Unger, Chair, called the August 2018 meeting to order at 12:03 p.m.

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

President's Report: President Checkovich introduced and welcomed Dr. Bondy Shay Gibson, Superintendent of Jefferson County Schools. Dr. Gibson recently devoted her \$2,500.00 salary increase to create a Blue Ridge CTC scholarship for a service personnel employee of Jefferson County Schools. President Checkovich thanked Dr. Gibson for her generous gift. Dr. Gibson thanked Blue Ridge CTC for continually going above and beyond to ensure students are successful.

President Checkovich introduced current student Michaela Nelson, who received a \$1,000.00 scholarship from the Cumberland Valley Breast Cancer Awareness Foundation. President Checkovich announced that he plans to match the scholarship, which will provide a total scholarship of \$2,000.00. Ms. Nelson began her Blue Ridge CTC career as a JumpStart high school student and plans to continue in the Nursing program.

President Checkovich spoke about the Blue Ribbon Committee, which was appointed by the Governor to discuss and review four-year institutions. This committee will not involve the community and technical colleges.

President Checkovich provided his *In the Media* report, which included articles and advertisements related to the College. During his presentation, President Checkovich highlighted articles about Blue Ridge CTC student scholarships. Anne Myers, Foundation Director, reported that 43 students received scholarships for the fall 2018 semester and approximately \$26,000 was awarded. Mrs. Myers spoke about a large scholarship donation received from a private foundation. This generous donation will provide \$100,000 in scholarship funding for students in STEM fields both this year and next year.

President Checkovich also spoke about media articles pertaining to P&G that were included in his *In the Media* report. Dr. Ann Shipway provided a report on the P&G training program. Dr. Shipway explained that the College received a request to double the current training provided to P&G. The Workforce Development faculty are phenomenal and are excited about the additional training.

President Checkovich announced that the Blue Ridge CTC Foundation received a \$10,000 contribution from First Energy's Christmas in July program. First Energy offers this regional, competitive program annually in July.

President Checkovich and Anne Myers spoke about the upcoming Scholarship Awards Reception, which will be held on August 17, 2018. Mrs. Myers also spoke about the Blue Grass and BBQ event, which will be held on August 24, 2018. The Board was invited to attend both events.

Workforce Report: Dr. Ann Shipway presented multiple letters received from business and industry to support grant applications for programs in Plastics, CNC Fabrication, and Welding. Funding is needed as these programs will require new labs, which will be located at the Blue Ridge CTC Technology Center. Grant applications will be submitted to the West Virginia Community and Technical College System (WVCTCS) to establish and support these new programs.

Dr. Ann Shipway provided a Facilities report. There is a small sinkhole in the West parking lot at the Headquarters building. Repairs will begin tomorrow, and the architect for the Headquarters building will be visiting on Monday to determine the cause.

Enrollment Report: Leslie See presented on the fall 2018 enrollment, which continues to increase. FTE is increasing as well. Multiple orientations are scheduled and approximately 400 new students are registered to attend. In addition, over 130 new applications are awaiting additional information.

High school enrollment is currently at 393, with a goal of 500. There are 171 Berkeley County JumpStart students enrolled for the fall 2018 semester. The JumpStart program has a matriculation rate of fifty-percent.

Executive Session: Pursuant to Section 4 of Article 9A of Chapter 6 of the West Virginia Code, Jim Rodgers made a motion that the Board move into Executive Session at 1:12 p.m. to discuss legal matters; Stephanie Harvey seconded, and the motion passed unanimously.

The Board of Governors agreed to exit the Executive Session at 1:20 p.m.

Adjournment: Brad Close made a motion to adjourn the meeting at 1:21 p.m.; Kerri Namolik seconded, and the motion passed unanimously.

Respectfully Submitted,

Megan Michael, Recording Secretary