

Blue Ridge Community and Technical College
Board of Governors Meeting
November 7, 2018, 11:30 am
Blue Ridge Community and Technical College Headquarters Building
5550 Winchester Avenue, Martinsburg, West Virginia, 25405

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

Guests: Jennifer Barrett-Smith, Adam Beatty, Laura Busey, Adam Bridendolph, Mike Byers, Diana Crouse, Brett Gallagher, Anthony Hanners, Pat Hubbard, Wade Johnson, Nancy Ligus, Necole Liowns, Jim McConville, Megan Michael, Dr. Craig Miller, Michele Morrison, Kim Moss, Anne Myers, Duane Roberson, Kristie Scarlata, Leslie See, Dr. Ann Shipway

Call to order: Keith Unger, Chair, called the November 2018 meeting to order at 12:04 p.m.

Approval of the October 2018 Meeting Minutes: Stephanie Harvey made a motion to approve the minutes from the October 2018 Board meeting; Dr. Bill Stubblefield seconded, and the motion passed.

President's Report: President Checkovich introduced special guests attending the Board meeting, Necole Liowns, of P&G, Nancy Ligus, of the WVCTCS, and Wade Johnson, of Shockey. Ms. Liowns plans to provide a P&G update during the meeting.

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

Necole Liowns, P&G Tabler Station Site Education and Training Leader, provided an overview on the P&G Tabler Station Site, which will be the largest P&G site in North America. Ms. Liowns emphasized the purpose, vision, and values of the Tabler State Plant, titled *ONE Tabler Station*. Over 550 employees have been hired to date. There will be 900 full-time employees when the plant is fully operational.

Ms. Liowns spoke about the partnership P&G has with Blue Ridge CTC. This fantastic, unique partnership has been critical for developing the site. Blue Ridge CTC offers multiple training programs for P&G employees, including components training and quality control training. P&G has partnered with Blue Ridge CTC to develop a quality assurance lab in Berkeley Springs at the Pines Opportunity Center. In addition, Blue Ridge CTC offers Microsoft Office training for P&G employees. During fiscal year 2017/2018, Blue Ridge CTC trained over 300 P&G employees. An additional 300 employees will be trained in fiscal year 2018/2019. This will be a long-term partnership.

Ms. Liowns spoke about the community impact of P&G to date. P&G partners directly with the United Way and \$105,081 was raised in the first year.

Enrollment Management Report: Leslie See reported that the fall 2018 enrollment is 6,274 students. This number is final and was reported to the WVCTCS in October 2018.

Ms. See reported that the A-133 Audit and Civil Rights Review were recently completed at the College. Both reviews went well and there were no findings.

Finance Report: Kristy Scarlata presented the financial information for the first quarter of fiscal year 2019. This included comparison data from the first quarter of fiscal year 2018. The College's financial position is strong and the net position continues to increase.

Adjournment: Stephanie Harvey made a motion to adjourn the meeting at 1:07 p.m.; Brad Close seconded, and the motion passed unanimously.