

Blue Ridge Community and Technical College
Board of Governors Meeting
February 6, 2019, 11:30 am
Blue Ridge Community and Technical College
13650 Apple Harvest Drive, Martinsburg, WV 25403

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

Guests: Jennifer Barrett-Smith, Laura Busey, Mike Byers, Dawn Cook, Megan Michael, Dr. Craig Miller, Kim Moss, Michael Neary, Taylor Reneau, Leslie See, Kristie Scarlata, Dr. Ann Shipway, Natasha Scolaro, and Lacey Walp.

Call to order: Keith Unger, Chair, called the February 2019 meeting to order at 12:00 p.m.

Approval of the December 2018 Meeting Minutes: Dr. Taylor Perry made a motion to approve the minutes from the December 2018 Board meeting; Stephanie Harvey seconded, and the motion passed unanimously.

President's Report: President Checkovich began his report by welcoming new Board member Francisco Lanza. President Checkovich then thanked retiring Board member Teresa McCabe for the wonderful working relationship the College has with Berkeley Medical Center. Ms. McCabe has been extremely supportive of the College and will be missed on the Board.

President Checkovich spoke about the College's wonderful partnership with Berkeley Medical Center, which began in 2002. Over the years, the Berkeley Medical Center Foundation has assisted the College's Nursing program immensely. Teresa McCabe announced that a fiscal year 2020 donation to the Nursing program has been approved by the Berkeley Medical Center Foundation Board.

President Checkovich presented his *In Media Report*, which included several articles and advertisements pertaining to the College.

President Checkovich provided a legislative overview. He began his presentation with an overview of Senate Bill One, which is titled the *Last Dollar in Bill*. If passed, this bill would cover tuition and mandatory fees for eligible West Virginia community and technical college students. The Bill is currently in the House.

President Checkovich provided an overview on the promised five-percent pay increase for State employees. The College will receive additional funding from the State to assist with the raises for employees funded with the State allocation. However, this funding will not cover pay increases for employees funded with grant and tuition and fee funds. This will create a cut to the College's FY20 budget.

President Checkovich spoke about the statewide vacant positions referred to in the Governor's State of the State address. Blue Ridge CTC has two of these positions; however, these positions are place holders only and no funding is attached. The positions are inactive.

President Checkovich provided an overview on the Blue Ribbon Commission activities and the bill they introduced. He also reviewed the Educational Omnibus Bill.

Workforce Report: Dr. Ann Shipway provided a Facilities report that included updates on the new labs at the Technology Center. These labs will be complete and in use soon.

In addition, Dr. Shipway provided an update on the sinkhole. Core drilling testing was completed at the end of December; additional testing may be required. Once the type of karst/sinkhole is determined, plans will be made to correct the problem.

Dr. Shipway announced that the College's Higher Learning Commission (HLC) comprehensive evaluation visit will occur in March 2020. The College is moving forward with the Assurance Argument. The College's previous Assurance Argument is on the HLC website as an example for other institutions.

Dr. Shipway reported that the College has received a Technical Program Development Grant to develop an Environmental Technician AAS degree. The new program will include two tracks, including an occupational safety track.

Dr. Shipway presented on the newly released WVHEPC 2018 Report Card, which is an annual report. The workforce development highlights included skill set data for 2016-2017 and 2017-2018 and clock hours for the years of 2013-2018. Certificate and associate degrees were highlighted as well.

Enrollment Report: Leslie See began her report with an overview of credit hours versus clock hours. She then reviewed the spring 2019 enrollment, which still being calculated. Currently, the College is at 1,223 in headcount and 861 in FTE. The current high school enrollment is 571.

Ms. See reviewed the fall 2018 West Virginia Community and Technical College System data. Blue Ridge CTC excelled in multiple areas of the report, including student headcount and FTE, high school enrollment, and retention.

Finance Report: Kristy Scarlata presented the financial statements and information for the second quarter of fiscal year 2019, along with comparison data from the second quarter of fiscal year 2018. Ms. Scarlata reviewed the College's financial ratios, which are excellent.

Jim Rodgers made a motion to accept the Finance Report as presented, but subject to audit; Teresa Noll seconded, and the motion passed unanimously.

Adjournment: Teresa Noll made a motion to adjourn the meeting at 1:29 p.m.; Stephanie Harvey seconded, and the motion passed unanimously.