

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

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

Guests: Dr. Jennifer Barrett-Smith, Laura Busey, Mike Byers, Dawn Cook, Brett Gallagher, Megan Michael, Dr. Craig Miller, Leslie See, Susan Richmond, Kristy Scarlata, Leslie See, Dr. Ann Shipway, Natasha Scolaro, Michele Towne, and Lacey Walp.

Call to order: Keith Unger, Chair, called the March 2019 meeting to order at 12:01 p.m.

Approval of the February Meeting Minutes: Dr. Bill Stubblefield made a motion to approve the minutes from the February 2019 Board meeting; Dr. Taylor Perry seconded, and the motion passed unanimously.

President's Report: President Checkovich presented his *In Media Report*, which included several articles and advertisements pertaining to the College. The report included an article on the new Spring Tech Innovation Lab (STIL) in Morgan County.

Dr. Shipway provided an update on the STIL. Mark Harrell has established a Blue Ridge CTC scholarship, in the amount of \$1,000, for a student who writes an exemplary business plan during the upcoming Blue Ridge CTC Business Plan Competition. President Checkovich matched the scholarship, making the total amount \$2,000. The competition will begin this month.

President Checkovich provided a legislative overview. He began the overview with Senate Bill One. The *Last Dollar in Bill* is still alive, but is contingent upon the budget. The budget bill is changing quickly and will go to conference. The Campus Carry Bill is dead. Lastly, a study resolution has been passed for the Blue Ribbon Commission recommendations.

Workforce Report: Dr. Ann Shipway introduced Chef Cindy Gruber, who prepared the lunch for the meeting today. Chef Gruber provided a presentation on the meal. Going forward, each chef on staff will manage a Board lunch.

Dr. Shipway invited the Board to attend the West Virginia Manufacturers Association (WVMA) Video Awards competition on April 9, 2019. The College previously hosted the WVMA high school event in October 2018.

Dr. Shipway provided a Facilities report, which included an update on the sinkhole at the Headquarters building. Testing occurred in December 2018 and the report has been received. Additional testing is necessary. The issue will be corrected prior to the end of July.

Dr. Shipway spoke about a water line break that occurred at the Tech Center earlier this week. She displayed pictures of the repair, which is complete.

The specific water line provides water to the fire suppression system. Because of this, the Tech Center was closed and monitored by Security until the issue was corrected.

Program Reviews: Dr. Ann Shipway announced that the College must submit a program review for the Applied Technology A.A.S. degree. This is a transfer program with James Rumsey Technical Institute and the recommendation is to continue the program. The program review will be voted on during the April 2019 meeting.

Finance Report: Dr. Miller reported that the FY20 budget for the College will be reviewed after the FY20 budget for the State is approved.

Dr. Craig Miller presented information on the proposed fee additions and changes. Program-specific fee changes include new fees in three academic programs and increases to fees in one academic program. The request also includes adding a textbook digital access fee for four academic content areas; the elimination of course fees and the addition of a program fee for the Physical Therapist Assistant program; and a decrease to the nursing digital access fee. In addition, the request includes a fee for Nursing uniforms and medical supply bags. The fees collected will be used to fund items for student learning and use.

Jim Rodgers made a motion to accept the proposed fee additions, increases and changes as presented; Heather Morgan McIntyre seconded, and the motion passed unanimously.

Announcements: President Checkovich announced that the School of Professional Studies and University Transfer will be hosting a trip to the National Museum of African American History and Culture. This trip will take place on April 15, 2019 and all Board members were invited.

Executive Session: Pursuant to Section 4 of Article 9A of Chapter 6 of the West Virginia Code, Dr. Taylor Perry made a motion that the Board move into Executive Session at 12:50 p.m. to discuss legal matters; Dr. Bill Stubblefield seconded, and the motion passed unanimously.

The Board agreed to exit Executive Session at 1:02 p.m. No action was taken.

Adjournment: Teresa Noll made a motion to adjourn the meeting at 1:03 p.m.; Stephanie Harvey seconded, and the motion passed unanimously.