

Blue Ridge Community and Technical College
Board of Governors Meeting
February 5, 2020, 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, Jared Kuse, Dr. Apryl McDonough Heather McIntyre, Jim Rodgers, Kelly Shurnitski, Dr. Bill Stubblefield, and Keith Unger.

Guests: Dr. Jennifer Barrett-Smith, Adam Bridendolph, Laura Busey, Amber Butcher, Michael Byers, Kevin Cappello, Brett Gallagher, Candace Hayslette, Cynthia Hull-Miller, Beth Jones, Eve Larsh, Megan Michael, Dr. Craig Miller, Kim Moss, Anne Myers, Kristy Scarlata, Natasha Scolaro, Leslie See, Dr. Ann Shipway, Ana Sousa, Elizabeth Spring, and Lacey Walp.

Call to order: Stephanie Harvey, Chair, called the February 2020 meeting to order at 12:00 p.m.

President's Report: Anne Myers introduced two special guests from LogoPlaste, Ana Sousa, Logoplaste Recruitment Manager USA, and Candace Hayslette, Logoplaste Human Resources Manager Tabler Station. LogoPlaste manufactures the bottles for Procter & Gamble. President Checkovich thanked Ms. Sousa and Ms. Hayslette for joining the meeting.

President Checkovich spoke about the recent press conference Governor Justice held at the College. During the press conference, Governor Justice commended Blue Ridge CTC.

President Checkovich presented his *In the Media* report. He highlighted articles on the new Clorox plant and on the ASAP (Accelerated Study of Associate Programs) grant program. President Checkovich also highlighted an article on the West Virginia Invests program. There are 166 Blue Ridge CTC students participating in WV Invests during the spring 2020 semester.

Finance Report: Kristy Scarlata presented the second quarter financial statements dated December 31, 2019. Comparison data from the same time period in fiscal year 2019 were included in the presentation.

There was discussion about the College's new food truck. Dr. Shipway explained that a business plan is in place. The food truck will be present at all enrollment management events to increase awareness of the College. In addition, the food truck will visit the College's business and industry partners. The Food Truck will also be present at community events.

The group discussed the State appropriation and how it is disbursed from the State. The days cash on hand ratio was discussed as well.

Workforce Development Report: Dr. Ann Shipway began her report with a grant update. The College has submitted an NSF-ATE grant titled *Expanding the Pipeline*. This grant places an emphasis on expanding the Mechatronics JumpStart program and the transitional mathematics courses. If awarded, the service area for this grant project will be Morgan County. Dr. Shipway reviewed the grant deliverables at length.

In addition, the College submitted a USDOL grant titled *Blue Ridge Job Scholars*. The service area for this grant will be Morgan County and the surrounding area. The goal of this grant is intense training that leads to a career quickly. If the grant is awarded, the program will begin in March 2020.

Dr. Shipway reviewed State grant applications. There is a timeline and plan for submitting grant applications. Approximately \$1.5 million is needed to fund the College's training programs with business and industry partners.

Dr. Shipway introduced Adam Bridendolph who presented on the College's Plastics program. The floor plan of the new Plastics Lab was reviewed during the presentation. Mr. Bridendolph presented on the four pieces of equipment that will outfit the lab and the current contracted training taking place. The Blue Ridge CTC Plastics Lab is the only plastics lab in the State of West Virginia. The new lab will allow the College to train many plastics technicians.

The funding needs for the Plastics equipment were discussed. Anne Myers explained that the Blue Ridge CTC Foundation has a goal of raising two-million dollars to purchase this equipment. Ms. Myers has been meeting with multiple companies and the National Plastics Association regarding the equipment.

Ana Sousa spoke about the remarkable training relationship LogoPlaste has with the College. Ms. Sousa explained that LogoPlaste is considering working with Blue Ridge CTC to provide regional training at the Tabler Station Plant.

Enrollment Management Report: Leslie See reported on the West Virginia Community and Technical College System (WVCTCS) Almanac, which includes information on all of the West Virginia community and technical colleges. Ms. See reviewed the data for Blue Ridge CTC at length. During the 2018-2019 reporting period, Blue Ridge CTC issued 552 associates degrees and had the highest retention rate.

Leslie See spoke about the College's Workforce Development enrollment numbers, which are outstanding. She thanked Dr. Shipway and her staff for their hard work.

Ms. See reported on the College's JumpStart program. The JumpStart program will begin in Jefferson County during the fall 2020 semester with general studies.

Ms. See provided an update on ACEN, which is the accreditation for the Nursing program. She invited the Board to attend the ACEN meeting with the public on February 27, 2020 at 2:00 p.m. The Board discussed the College's NCLEX pass rate, which is one hundred percent. The results of the ACEN visit should be known in August or September 2020.

Announcements: President Checkovich announced that the March 2020 meeting will be a Higher Learning Commission (HLC) preparation meeting.

Adjournment: Keith Unger made a motion to adjourn the meeting at 1:36 p.m.; Dr. Bill Stubblefield seconded, and the motion passed unanimously. No executive session was held.