

Blue Ridge Community and Technical College
Board of Governors Meeting
February 3, 2021, 11:30 am

Zoom Meeting: <https://brctc.zoom.us/j/92193487754>

Blue Ridge Community and Technical College
13650 Apple Harvest Drive, Martinsburg, WV 25403

In attendance: Dr. Peter Checkovich, Brad Close, Stephanie Harvey, Xavier Hersom, Dr. Apryl McDonough, Heather McIntyre, Jim Rodgers, Kelly Shurnitski, Dr. Bill Stubblefield, and Keith Unger.

Guests: Chris Baer, Vickie Barney, Dr. Jennifer Barrett-Smith, Leeara Barron, Amanda Bender, Adam Bridendolph, Lisha Burks, Laura Busey, Michael Byers, Kevin Cappello, Jim DeVino, Adam Emmons, Cindy Fritsch, Brett Gallagher, Morgan Gower, Fallon Jenkins, Beth Jones, Rachel LeGore, Megan Michael, Dr. Craig Miller, Kim Moss, Anne Myers, Duane Roberson, Kristy Scarlata, Natasha Scolaro, Leslie See, Dr. Ann Shipway, Lacey Walp, and Jess Wilt.

Call to order: Stephanie Harvey, Chair, called the February 2021 meeting to order at 11:32 a.m.

Approval of the December 2020 Meeting Minutes: Brad Close made a motion to approve the minutes from the December 2020 Board meeting; Jim Rodgers seconded, and the motion passed unanimously.

President's Report: President Checkovich began his report with the announcement that the Higher Learning Commission (HLC) reauthorized the College's accreditation for ten years. The HLC's Institutional Actions Committee (IAC) notified the College that it supports the findings of the 2020 visiting team. President Checkovich thanked the College's business partners, students, faculty, and staff for their assistance with this accomplishment. President Checkovich also recognized the College's HLC Communications Committee for their hard work throughout the process.

The College's Assurance Argument is one of eight examples displayed on the HLC website regarding how to write an assurance argument. Because of the College's successful virtual visit, the College was asked to participate in training other institutions for HLC virtual visits.

President Checkovich presented his *In the Media* report, which included media articles and advertisements related to the College. President Checkovich highlighted an article on the small food pantries established at the College to alleviate hunger amongst students. President Checkovich has donated to the Foundation to ensure the food pantries remain stocked. He thanked Sara Gordon and Brenda Neal for establishing the food pantries.

Workforce and Engineering Technologies Report: Dr. Ann Shipway began her report with a grant update. The School of Allied Health Sciences has been awarded a Technical Program Development Grant to establish a program that provides a pathway to Nursing. Technical Program Development (TPD) Grants are approved for new degrees or certificates for in-demand occupations. Dr. Shipway reported that the College is composing two additional TPD grants that will be submitted at a later date.

Dr. Ann Shipway introduced Anne Myers, Foundation Director, who provided a Foundation Report. Mrs. Myers announced that for the spring 2021 semester, 121 students received scholarships. The total amount awarded was over \$93,000. Mrs. Myers explained that the College is aggressively seeking additional scholarships to assist students.

Concluding the Workforce and Engineering Technologies Report, Dr. Apryl McDonough reviewed positive emails that faculty members received from students.

Enrollment Management Report: Leslie See provided an enrollment report for the spring 2021 semester. Degree-seeking enrollment is at 1,449 and the FTE is strong. Workforce enrollment data entry is in process.

Ms. See provided a COVID-19 update. Surveillance testing will occur during the spring semester for students only. The College has been administering vaccines to students and employees. To date, 81 doses have been administered in correlation with the Berkeley County Health Department. Vaccination will continue for nursing and clinical healthcare students.

Finance Report: Dr. Craig Miller introduced Kristy Scarlata, Comptroller, who presented the financial statements and information for the second quarter of fiscal year 2021. Comparison data from fiscal year 2020 were presented as well.

Ms. Scarlata explained that the College's top funding sources are tuition and fees, state appropriation, and State and Federal Grants. Although operating revenue is lower than that of last year at this time, the College remains in a strong financial position.

Stephanie Harvey thanked the Blue Ridge CTC faculty and staff for their hard work in assisting students.

Adjournment: Brad Close made a motion to adjourn the meeting at 12:31 p.m.; Dr. Bill Stubblefield seconded, and the motion passed unanimously.