

Blue Ridge Community and Technical College
Board of Governors Meeting
May 1, 2024, 11:30 am

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

Zoom Meeting Link:
<https://brctc.zoom.us/j/87378193887?pwd=ZjIHMgw4Q2o4VWtmcWtRWkdSRzJwdz09>

Meeting ID: 873 7819 3887; Passcode: 355499

In attendance: Dr. Peter Checkovich, Brad Close, Stephanie Harvey, Rebecca Lewis, Sidney Linton, Jim Rodgers, Natasha Scolaro, Dr. Bill Stubblefield, and Keith Unger.

Absent: Heather McIntyre

Guests: Dr. Jenn Barrett-Smith, Chris Baer, Sarah Beard, Sheriff Rob Blair, Janet Branch, Richard Brown, Lisha Burks-Stewart, Chief Eric Burnett, Laura Busey, Amber Butcher, Michael Byers, Kevin Cappello, Anna Crawford, Diana Crouse, Adam Emmons, Tiffany Hine, Brett Gallagher, Anna Gavette, Sky Grant, Kim Graves, Ken Hite, Heather Huggett, Beth Jones, John Lane, Rachel LeGore, Dr. April McDonough, Megan Michael, Cynthia Hull-Miller, Dr. Craig Miller, Page Moore, Seth Mose, Kerri Namolik, Deputy Jacob Northcraft, Taylor Reneau, Dr. Ann Shipway, Kristy Scarlata, Natasha Scolaro, Leslie See, Brandy Sullivan, Lacey Walp, Steven Wolfe, Deputy Tom Young, and Nicky Yurcaba.

Call to order: Stephanie Harvey, Vice-chair, called the May 2024 meeting to order at 12:03 p.m.

Approval of the April 2024 Meeting Minutes: Jim Rodgers made a motion to approve the minutes from the April 2024 Board meeting; Keith Unger seconded, and the motion passed unanimously.

President's Report: President Checkovich began his report with the introduction of special guests from the Berkeley Co. Sheriff's Office. These guests joined the meeting sign the agreement for the Technical Studies Associate of Applied Science (A.A.S.) in Law Enforcement.

President Checkovich invited the Board members to the 2024 Culinary program final, *The Grand Buffet*, on May 2, 2024, at 11:00 a.m. The buffet showcases the work of the 2024 Culinary graduates.

President Checkovich spoke about the College's partnership with the First2 Network. This organization focuses on STEM programs and it is a wonderful, supportive partner to the College.

Accreditation Review: Dr. Ann Shipway updated the Board on the 2024 Higher Learning Commission review of the College's Assurance Argument. This is an online, mid-cycle review. The College is in the process of updating the Argument, which will be submitted on May 20, 2024. Upon completion, the Assurance Argument will be shared with the Board. The report from the Higher Learning Commission will be received during the summer.

Workforce Report: Dr. Ann Shipway reported that the Veterinary Technology Associate of Applied Science (A.A.S.) program is now accredited through the AVMA. This accreditation will permit graduating students to partake in the certification process. Three students will graduate with an A.A.S degree in Veterinary Technology this month. This is a signature program housed in Morgan County that will draw from the four-state area.

Dr. Shipway updated the Board on the Tourism Project. The first online module, *Greeting Guests*, is under review by the West Virginia Department of Tourism. Once complete, this module will be released to the public. The entire program will be available online at no cost. The program will be hosted by Blue Ridge CTC. The College will also offer a 30- hour Tourism Certificate in Applied Science.

Program Reviews: Laura Busey presented and reviewed the 2024 program reviews. The recommendation is to continue the programs listed below.

- Paramedic (C.A.S.) and Associate of Applied Science (A.A.S.)
- Nursing (A.S.)
- Healthcare Professions (A.A.S.)
- Renewable Energy (C.A.S.)
- Instrumentation (C.A.S.)
- Robotics (C.A.S.)
- Board of Governors (A.A.S.)
- Applied Technology (A.A.S.)

Keith Unger made a motion to approve the program reviews listed above; Dr. Bill Stubblefield seconded, and the motion passed unanimously.

Finance Report: Dr. Craig Miller and Ms. Kristy Scarlata presented the third quarter financial statements and data. Comparison data from previous years were included in the presentation.

Announcements: The 2024-2025 Board meeting schedule will be confirmed during the June 2024 meeting. The Board officers for the 2024-2025 academic year will be appointed during the June 2024 meeting as well. The Board appointed Jim Rodgers and Keith Unger to serve as the officer selection committee.

Adjournment: Rebecca Lewis made a motion to adjourn the meeting at 1:30 p.m.; Stephanie Harvey seconded, and the motion passed.

Megan Michael, Liaison to the Board of Governors and Recording Secretary