

Blue Ridge Community and Technical College
Board of Governors Meeting
June 5, 2024, 11:30 am

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

Zoom Meeting ID: 873 7819 3887; Passcode: 355499

In attendance: Dr. Peter Checkovich, Stephanie Harvey, Rebecca Lewis, Heather McIntyre, Jim Rodgers, Natasha Scolaro, Dr. Bill Stubblefield, and Keith Unger.

Absent: Brad Close and Sidney Linton

Guests: Sarah Beard, Janet Branch, Lisha Burks, Laura Busey, Amber Butcher, Dr. Kathy Cox, Anna Crawford, Diana Crouse, Adam Emmons, Brett Gallagher, Anna Gavette, Sky Grant, Kim Graves, Ken Hite, John Lane, Rachel LeGore, Dr. Apryl McDonough, Megan Michael, Cynthia Hull-Miller, Dr. Craig Miller, Dr. Page Moore, Kim Moss, Anne Myers, Jenny O'Neil, Taylor Reneau, Kristy Scarlata, Natasha Scolaro, Leslie See, Dr. Ann Shipway, Megan Stoner, Lacey Walp, and Steven Weiss.

Call to order: Heather McIntyre, Chair, called the June 2024 meeting to order at 12:02 p.m.

Election of Board Officers: Jim Rodgers motioned to nominate Heather McIntyre as Chair of the Board, and Stephanie Harvey as Vice-Chair, for the 2024-2025 academic year. No other nominations were received. Jim Rodgers continued the motion to close nominations. Stephanie Harvey seconded, and the motion passed.

2024-2025 Meeting Schedule: The following meeting dates were presented to and accepted by the Board for the 2024-2025 academic year.

- August 7, 2024
- October 2, 2024
- December 4, 2024
- February 5, 2025
- April 2, 2025
- May 7, 2025
- June 4, 2025

May 2024 Meeting Minutes: Stephanie Harvey motioned to approve the minutes from the May 2024 Board meeting; Dr. Bill Stubblefield seconded, and the motion passed unanimously.

President's Report: President Checkovich began his report with an overview of the 2024 Blue Ridge CTC Commencement Ceremony. The ceremony took place at Hollywood Casino at Charles Town Races and went well.

President Checkovich presented his *In the Media* report. Articles on Blue Ridge CTC students participating in a tree planting effort and Blue Ridge CTC high school programming in Jefferson County were highlighted.

President Checkovich displayed a certificate of appreciation from the Department of the State that the College received for hosting an exchange student. This exchange program is specific to Germany and is geared toward young adults.

President Checkovich announced that the College received funding from the State of West Virginia to offset the cost of the PEIA increase. In addition, the College's state appropriation will increase due to performance-based funding.

Workforce and Engineering Technologies Report: Dr. Ann Shipway presented the College's Assurance Argument update. This update takes place in year four of the ten-year accreditation cycle. The Assurance Argument update was submitted on May 17, 2024. The College will receive the Higher Learning Commission's team report in July 2024.

Dr. Shipway continued her report with an update on the Tourism project, which is grant-funded by the West Virginia Department of Tourism. The project includes many facets, including career advancement, dual-enrollment, a 30-hour certificate degree, and corporate training. The lines of effort include online courses and on-the-job training. The State of West Virginia contributes largely to the United States tourism and hospitality revenue, with Jefferson County being the largest contributor in the State. Course samples were shared during the meeting.

Enrollment Report: Ms. Leslie See presented enrollment data for the summer 2024 semester, which has increased compared to the summer 2023 semester.

Ms. See continued her report with an early review of fall 2024 enrollment, which is in progress and growing. Ms. See reported a strong incoming class and an upward trend for enrollment overall. Final enrollment numbers for the fall 2024 semester will be shared in October 2024.

Dr. Bill Stubblefield motioned to adjourn the meeting at 1:12 p.m.; Stephanie Harvey seconded, and the motion passed.

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