

**Blue Ridge Community and Technical College
Board of Governors Meeting**

June 1, 2022, 11:30 am

Zoom Meeting ID: 856 5692 5642; Passcode: 522797

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

In attendance: Dr. Peter Checkovich, Elizabeth Brautigan, Brad Close, Stephanie Harvey, Dr. Apryl McDonough, Heather McIntyre, Jim Rodgers, Dr. Bill Stubblefield, Keith Unger, and Donovan Zook.

Guests: Jean-Luc Azzani, Dr. Jennifer Barrett-Smith, Leeara Barron, Lisha Burks, Laura Busey, Amber Butcher, Michael Byers, Kevin Cappello, Brett Gallagher, Annastasia Gavette, Morgan Gower, Heather Huggett, Cynthia Hull-Miller, Dr. Craig Miller, Kim Moss, Beth Jones, Megan Michael, Anne Myers, Duane Roberson, Kristy Scarlata, Natasha Scolaro, Leslie See, Dr. William Shipley, Dr. Ann Shipway, Kelcie Springer, Lacey Walp, and Jessica Wilt.

Call to order: Stephanie Harvey, Chair, called the June 2022 meeting to order at 11:32 a.m.

Election of Board Officers: Jim Rodgers nominated Stephanie Harvey to serve as Chair of the Board, and Heather McIntyre to serve as Vice-chair of the Board, for the 2022-2023 academic year. No other nominations were received.

Keith Unger made a motion to close nominations and for Stephanie Harvey to serve as Chair of the Board, and Heather McIntyre to serve as Vice-chair of the Board, during the 2022-2023 academic year; Dr. Apryl McDonough seconded, and the motion passed unanimously.

Proposed Meeting Dates: The Board adopted the following meeting schedule for the 2022-2023 academic year:

1. August 3, 2022
2. October 5, 2022
3. December 7, 2022
4. February 1, 2023
5. April 5, 2023
6. May 3, 2023
7. June 7, 2023

Approval of the May 2022 Meeting Minutes: Jim Rodgers made a motion to approve the minutes from the May 2022 Board meeting; Dr. Bill Stubblefield seconded, and the motion passed unanimously.

President's Report: President Checkovich began his report with recognizing Jean-Luc Azzani, who is with Procter & Gamble (P&G). Mr. Azzani was awarded the 2022 President's Medal for his unwavering support of the College. Mr. Azzani has been an outstanding business partner and it has been an honor to work with him.

President Checkovich then presented his *In the Media* report, highlighting an article about a tree planting ceremony at the College to recognize the 250th anniversary of Berkeley County. President Checkovich also spoke about planned open houses at the College and the *Explore the New Manufacturing Academies* held at the College.

President Checkovich thanked Donavan Zook, student representative, for his service to the Blue Ridge CTC Board of Governors during the 2021-2022 academic year.

Workforce and Engineering Technologies Report: Dr. Ann Shipway spoke about the Electric Distribution Engineering Technology (EDET) program and the Electric Utility Technology (EUT) program. Both programs prepare students for careers in the utility industry.

Dr. Shipway announced that First Energy is expanding their solar energy efforts. The company has been in contact with Blue Ridge CTC to assist with training for the new initiative.

Dr. Shipway shared information about the Culinary Grand Buffet. During the Grant Buffet, students present their work and the public is invited. Over 80 guests were in attendance this year, including family members, community members, and potential employers.

Anne Myers spoke about the Blue Ridge CTC Foundation and the scholarships presented to graduating high school seniors. Ms. Myers has attended multiple high school award ceremonies, during which 22 scholarships were awarded. The total amount awarded was \$21,000.

Professional Studies and University Transfer Report: Dr. Craig Miller spoke about the financial burden of textbooks for students. Because of this issue, the Open Education Resources (OER) program was developed with the goal of easing this burden. Heather Huggett, who is an English faculty member, participated in the Open Education Resources (OER) program this year and was honored to be a finalist for the Open Learning West Virginia Educator Award. Ms. Huggett was recognized during the Board meeting for this outstanding achievement. To date, 15 Blue Ridge CTC faculty members have participated in the OER program.

Enrollment Report: Leslie See provided an enrollment management report. Ms. See explained that enrollment has been impacted by COVID-19. There are 420 degree seeking students enrolled for summer 2022. This number will change as students are still enrolling for the summer term. In addition, there are second five-week courses beginning in July. FTE continues to increase.

Fall 2022 enrollment is in progress. Many marketing initiatives are forthcoming, including text-a-thons and open houses. To date, headcount is 840 and the matriculation rate is high. Ms. See concluded her report with a review of the five-year enrollment trends per division.

Adjournment: Jim Rodgers made a motion to adjourn the meeting at 12:22 p.m.; Dr. Apryl McDonough seconded, and the motion passed unanimously.