

Blue Ridge Community and Technical College

Board of Governors Meeting

October 2, 2024, 12:00 pm

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

Zoom Meeting ID: 827 4023 7362; Passcode: 087783

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

Absent: Brad Close and Jim Rodgers

Guests: Dr. Jennifer Barrett-Smith, Chris Baer, Sarah Beard, Josh Benton, Janet Branch, Beth Brautigan, Lisha Burks, Laura Busey, Kevin Cappello, Miriam Conroy, Phil Fowler, Brett Gallagher, Anna Gavette, Kim Graves, Ken Hite, Cindi Hull-Miller, Heather Huggett, Beth Jones, Rachel LeGore, Dr. Apryl McDonough, Megan Michael, Dr. Craig Miller, Kim Moss, Anne Myers, Leah Poole, Kristy Scarlata, Leslie See, Jaime Schmidt, Dr. Ann Shipway, Dr. John Unger, Lacey Walp, Steve Weiss, and Steven Wolfe.

Call to order: Heather McIntyre, Chair, called the October 2024 meeting to order at 12:08 p.m.

August 2024 Meeting Minutes: Stephanie Harvey motioned to approve the minutes from the August 2024 Board meeting; Becca Lewis seconded, and the motion passed unanimously.

President's Report: President Checkovich began his report with the *In the Media* report, during which media pieces about the College were shared with the Board. Highlights included Federal grant award announcements; an article on a Nursing department donation from Winchester Medical Center/Valley Health; and an article on the Aspiring Nurses program at Berkeley Medical Center/WVU Medicine.

Workforce and Engineering Technologies Report: Dr. Ann Shipway shared a letter from the Higher Learning Commission (HLC) that announced the approval for the Veterinary Technology certificate and degree programs. The HLC requires substantive change reports for all new certificate or degree programs.

Dr. Shipway provided a grants report, including information on Federal grant applications and awards. The College is currently completing a Federal Economic Development Authority grant titled *Strengthening Community Colleges*.

Enrollment Report: Ms. Leslie See presented enrollment data for the fall 2024 semester. This semester's enrollment has increased when compared to the fall 2023 semester. This increase is attributed to marketing and student retention efforts. High school enrollment continues to grow. The fall 2024 census will be submitted to the State this month.

Ms. See reviewed enrollment by school for fall 2023 and fall 2024 semesters. The School of Workforce and Engineering Technologies met the enrollment goal, with an increase of approximately 100 students. The School of Professional Studies and University Transfer was close to meeting the enrollment goal, and the School of Allied Health exceeded the enrollment goal, which was the fall 2023 enrollment number.

Academic Updates: Ms. Laura Busey reviewed micro-credentials, which is a focus of the College. A group of faculty members will participate in a summit to discuss micro-credentialing at the State level. Micro-credentialed programs feed into degree-seeking programs.

Ms. Busey provided an update on the College's participation in the Higher Learning Commission's (HLC) Assessment Academy. Blue Ridge CTC participants will attend an assessment conference hosted by the HLC. The College's assessment academy initiative will be presented at the conference.

Information Technologies Report: Mr. Phil Fowler reported that October is Cyber Security Awareness Month. Mr. Fowler spoke about email and computer link safety and reminded employees to be cautious.

Finance Report: Dr. Craig Miller and Ms. Kristy Scarlata presented the Finance report. They reviewed a six-year financial analysis and the fiscal year 2024 year-end financial statements.

Adjournment:

Keith Unger motioned to adjourn the meeting at 1:44 p.m.; Stephanie Harvey seconded, and the motion passed unanimously.

Respectfully Submitted,

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