

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

June 4, 2025, 12:00 pm

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

Zoom Meeting ID: 868 0553 5554; Passcode: 388746

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

Absent: Jim Rodgers

Guests: Vickie Barney, Sarah Beard, Janet Branch, Elizabeth Brautigan, Lisha Burks, Laura Busey, Amber Butcher, Miriam Conroy, Anna Crawford, Diana Crouse, Michael Elshleman, Brett Gallagher, Anna Gavette, Sky Grant, Kim Graves, Ken Hite, Constance Hovermale, Rachel LeGore, Megan Michael, Cynthia Hull-Miller, Dr. Craig Miller, Dr. Page Moore, Kim Moss, Anne Myers, Taylor Reneau, Alan Rundquist, Kristy Scarlata, Natasha Scolaro, Jaime Schmidt, Leslie See, Dr. Ann Shipway, Megan Stoner, Lacey Walp, and Steven Weiss.

Call to order: Heather McIntyre, Chair, called the June 2025 meeting to order at 12:06 p.m.

Election of Board Officers: Keith Unger nominated Heather McIntyre as Chair of the Board and Stephanie Harvey as Vice-Chair for the 2025-2026 academic year. No additional nominations were received. The Chair and Vice-Chair were approved and elected by acclamation.

2025-2026 Meeting Schedule: The following meeting dates were presented to and accepted by the Board for the 2025-2026 academic year.

August 6, 2025
October 1, 2025
December 3, 2025
February 4, 2026
April 1, 2026
May 6, 2026
June 3, 2026

Stephanie Harvey motioned to approve the 2025 – 2026 meeting dates; Dr. Bill Stubblefield seconded, and the motion passed unanimously.

May 2025 Meeting Minutes: Keith Unger motioned to approve the minutes from the May 2025 Board meeting; Stephanie Harvey seconded, and the motion passed unanimously.

President's Report: President Checkovich began his report with an overview of the 2025 Blue Ridge CTC Commencement Ceremony, which took place at Hollywood Casino at Charles Town Races and went well. Approximately 147 graduates participated in the ceremony.

President Checkovich delivered his "In the Media" report. The report included articles showcasing Blue Ridge CTC's programs and activities, including the recent Girls' Empowerment Conference that was held at the College. Also highlighted was the pancake breakfast that the College hosted for first-generation students.

As part of the President's Report, Rachel LeGore, CPA, was recognized for receiving the Merit Award from the West Virginia Society of CPAs. The Merit Award acknowledges receiving the highest score on the CPA exam.

Workforce and Engineering Technologies Report: Dr. Ann Shipway presented on the Blue Ridge CTC Culinary Academy's Grand Buffet, which serves as the final exam for graduating culinary students.

Dr. Shipway continued her report with an overview of the recent Farm Equipment Repair and Carpentry courses. Both classes were successful, and the College has an upcoming Home Repair course.

Dr. Shipway provided an update on the Morgan County Welding Lab, which will feature six welding stations. Construction is currently underway and is expected to be completed in August. A ribbon-cutting ceremony is being planned.

Dr. Shipway concluded her report with an update on the Tourism program. There are 1,709 enrollments, 701 program completions, and 9,919 badges have been awarded.

Enrollment Report: Ms. Leslie See presented the enrollment data for the summer 2025 semester, which showed an increase from the summer 2024 semester.

Ms. See continued her report with an early review of the fall 2025 enrollment, which is currently in progress and showing growth. Ms. See reported a strong incoming class and a positive trend in enrollment. Final enrollment numbers for the fall 2025 semester will be released in October 2025.

Dr. Bill Stubblefield motioned to adjourn the meeting at 12:50 p.m.; Stephanie Harvey seconded, and the motion passed.

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