

# Blue Ridge Community and Technical College

## BOARD OF GOVERNORS

### AGENDA

*Wednesday, February 4, 2026, 12:00 p.m.*

*Blue Ridge Community and Technical College Technical Center – Room 3300  
13650 Apple Harvest Drive, Martinsburg, WV 25403*

Zoom Meeting Link:

<https://brctc.zoom.us/j/86805535554?pwd=SCcK69HyUk4Ksfe4P3FelPuErotSSA.1>

Meeting ID: 868 0553 5554

Passcode: 388746

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| 1. Call to Order                                 | Ms. Heather McIntyre                             |
| 2. Approval of the December 2025 Meeting Minutes | Ms. Heather McIntyre                             |
| 3. President's Report                            | Dr. Peter Checkovich                             |
| 4. Workforce Report                              | Dr. Ann Shipway and<br>Ms. Cindi Hull-Miller     |
| 5. Policy Review                                 | Ms. Leslie See                                   |
| a. Rule 17.1: Record Retention                   |  |
| 6. Enrollment Report                             | Ms. Leslie See                                   |
| 7. Finance Report                                | Dr. Craig Miller and<br>Ms. Kristy Scarlata, CPA |
| 8. Adjournment                                   | Ms. Heather McIntyre                             |

2025 - 2026 Meeting Schedule:

April 1, 2026

May 6, 2026

June 3, 2026