

# Blue Ridge Community and Technical College

## BOARD OF GOVERNORS

### AGENDA

*December 3, 2025, 12:00 p.m.*

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

*Blue Ridge Community and Technical College – Technology Center  
5550 Winchester Avenue, Martinsburg, WV 25405*

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| 1. Call to Order                                 | Ms. Heather McIntyre   |
| 2. FY25 Audit Report                             | Luke Winter, CPA , Principal,<br>CliftonLarsonAllen, LLP           |
| 3. Economic Impact Study                         | Isaac Wenger, Economic Analyst,<br>Lightcast Professional Services |
| 4. Approval of the November 2025 Meeting Minutes | Ms. Heather McIntyre   |
| 5. President’s Report                            | Dr. Peter Checkovich   |
| 6. Policy Approvals                              | Ms. Leslie See   |
| a. Series 15                                     |  |
| 7. Campus Development Study by ZMM Architects    | Dr. Ann Shipway  |
| 8. Enrollment Report                             | Ms. Leslie See   |
| 9. Finance Report                                | Dr. Craig Miller and<br>Ms. Kristy Scarlata, CPA                   |
| 10. Adjournment                                  | Ms. Heather McIntyre   |

2025 - 2026 Remaining Meeting Schedule:

February 4, 2026

April 1, 2026

May 6, 2026

June 3, 2026