



BOARD OF GOVERNORS

BridgeValley Community and Technical College

Meeting Minutes

June 21, 2024

I. Call to order

Vice Chair Holstein meeting called to order 1:04 pm.

II. Roll Call

Ms. Fizer took the role noting a quorum was present.

Board Members present: Barry Holstein, Summer Johnson, Luke Carney, Megan Callaghan Bailey, Meghan Moses, Christopher Grady, Luke Carney, Andrew Kennedy, and Ron Rogillio.

III. Approval of Minutes

Minutes of March 29, 2024

Mr. Grady motioned to approve the minutes.

Mr. Carney seconded.

Motion Carried

IV. Action Items

a. Budget FY 25, by Cathy Aquino

Board members discussed three possible options for how to use available funds for staff pay.

Option A: Approximately a 1% merit increase for faculty and staff except for those who have been promoted or who have received an increase to bring them to the FLSA minimum for pay grades 1-5.

Option B: Bring all staff to pay grade minimums.

Option C: A hybrid option that would give employees that did not receive a promotion or increase to FLSA minimum (PG 1-5) a 1% merit raise, using \$75,000, then use the remaining \$15,000 to give partial increases to people in pay grades 6-12 who are below grade minimums, still leaving them below minimum.

Ms. Bailey made a motion to approve option B, using the approximately \$90,000 balance to bring all staff pay grades up to pay grade minimum.

Ms. Moses seconded the motion.

Motion carried.

Mr. Grady made a motion to approve the proposed FY 24-25 budget as presented.

Mr. Rogillio seconded the motion.

Motion carried.

b. Policy B-22, by Katrina Whitt

Vice Chair Holstein called for a motion to approve the changes made to Board Policy B-22.



Mr. Grady made a motion to approve the revision to Policy B-22 Salary Administration.

Ms. Moses seconded the motion.

Motion approved.

V. Reports and Information Items

a. Budget Update, by Cathy Aquino

Ms. Aquino presented the budget update as March 31, 2024.

b. Loan Financing Update, by Cathy Aquino

In March the board approved that we could secure a loan for our IT needs if necessary for cyber security equipment and hardware. Due to a change in process the Governor's Office now has to approve any debt of any state agency. In the legislative session on May 30th we received a one-time operational allocation of over \$364,000, we will utilize those funds to pay for our phase-one IT needs. At this time, we are no longer seeking a loan.

c. Goldman Sachs Project, by Kristi Dixon

Dean Dixon presented the Goldman Sachs 10k Small Businesses Program that will begin in September. Goldman will provide an already established 10-module curriculum to be taught in part by our own Business and Accounting faculty and part by new adjuncts to be hired.

d. Spring Student Survey, by Christopher Grady

Mr. Grady present the results of the Spring Student Survey.

e. Congressionally Directed Spending Requests FY25, by Michelle Wicks

BridgeValley Submitted twelve CDS requests for FY25 to Senators Manchin and Capito. We have been notified that the following CDS requests have been supported and submitted by Senator Manchin and are awaiting the list from Senator Capito's office: EMS Expansion, Business Classrooms, Stackable Business Credentials, RENEW Student Support, Support for low-income HS students, Upgrade to Data Mgt. System, Dental Hygiene Expansion, Promote/Market AMT Program, Vehicular Tech. Training Ctr., Gunshot Detection System, CDL Expansion, Solar Technology. CDS requests total \$13.9 million.

Vice Chair Holstein expressed his thanks to everyone's efforts in looking for ways that we can bring in funds needed to help our students and support the programs.

f. President's report, by Dr. Casey K. Sacks, Ph.D.

Dr. Sacks asked that everyone join her in congratulating Michelle Wicks, she has been named the new Vice President of Student Affairs.

Enrollment: Headcount is up by 9% and FTE is up by 10%. While first-time freshman numbers are flat, we are seeing the largest increase in transfer students and high school students. We hosted our first sophomore Saturday event, great job to the Admissions and Enrollment team. We hosted Fayette and Kanawha County counselors on campus. The FAFSA still remains a national issue seeing about 10% gap in the number of students that filled theirs out compared to last year. We signed the first ever 3+1 agreement in Nursing with WVU, kudos to Kent for working this out. Significant changes in Federal Title IX policy, we are currently working on an updated policy.

Institutional Success: We had shelter in place due to the tornado in April. We had the successful sale of Ratliff Hall on June 14th to Ten Up Ministries; they plan to use the space for a community-based addiction treatment. After closing cost, we ended up with \$189,000



from the sale that will give us some funds for facilities improvement projects. Our new bookstore provider will start August 1st. The bookstore will be completely online, so our staff is getting trained this summer. The Foundation had a successful gala in March which raised just over \$20,000. Next Years gala will be April 10, 2025. Foundation Reception/cocktail hour for local businesses and supporters of the college. Working on holding a purse raffle for the fall. The golf tournament will be August 31st at Little Creek. New Foundation board member, Charles Dusic, CFO for the Tech Park. The noncredit offerings have started to ramp up. Sarah Kelly has done a lot of work with increasing phlebotomy offerings and Kristi Dixon with ACT/SAT prep, Real Estate courses and SHRM.

Grants in development: Jon Fannin is working on EMT expansion. Kristi Sarrett is working on a grant with the US Department of Transportation. Application has been submitted for the YassPrize. Bob Hayton submitted to AACC for an IT Consortium. Jon Fannin submitted a Perkins Leadership grant. Kudos to Kristi Dixon on the Goldman Sachs Small Business grant. Suzette Breeden will be submitting a West Virginia Public School Board Subgrant.

We had a visit from our federal project office on the ARC grant in April. The Department of Energy has completed their pre-award meetings for the Industrialized Assessment Centers with Blue Ridge. Dr. Christina Johnson is working with a group called Rural College Practitioner Data Academy with the focus on internal data dashboards. Nursing received \$1.5 million dollars in the last Congressionally Directed Spending budget cycle to pay for student expenses. We were awarded a US State Department grant called IDEAS in partnership with Marshall University, it is an admissions of international student focused grant.

Industry and community: Dr. Sacks has done a number of podcast and radio interviews to talk about a variety of things related to the college.

VI. **Board Comments and Discussion**

Vice Chair Holstein asked the board to look in your packet to find press releases outlining some of the good things happening here at BridgeValley and information regarding the fall golf tournament.

Dr. Sacks added that our August board meeting will be the election of board officers.

VII. **Dates to Remember**

Monday, August 19, 2024 – First Day of Fall Semester

Saturday, August 31, 2024 – BridgeValley Golf Tournament at Little Creek Golf Course

VIII. **Upcoming Meetings**

Friday, August 2, 2024, 1 p.m., ATC

Friday, October 4, 2024, 1 p.m., ATC

Friday, December 6, 2024, 1 p.m., ATC

IX. **Adjournment**

Vice Chair Holstein asked if there was a motion to adjourn.



Mr. Grady motioned to adjourn.
Mr. Carney seconded the motion.
Motion carried

Meeting adjourned 3:15 pm

A handwritten signature in blue ink, appearing to read "Mark Blankenship", written over a horizontal line.

Mark Blankenship, Chair

A handwritten signature in blue ink, appearing to read "Megan Callaghan Bailey", written over a horizontal line.

Megan Callaghan Bailey, Secretary