

# BOARD OF GOVERNORS

## BRIDGEVALLEY COMMUNITY AND TECHNICAL COLLEGE

### MINUTES

AUGUST 7, 2020

---

A meeting of the BridgeValley Community and Technical College Board of Governors (BOG) was held on Friday, August 7, 2020, at 9:00 a.m. via video conference.

Board members present: Sally Cline, Barry Crist, Jane Harkins, Pamela Hyde-Wines, Andrew Kennedy, Srini Matam, Andrea Petry, Kent Wilson and Daniel Wright. Board members absent: Mark Blankenship. Also in attendance were President Bellinger and BridgeValley faculty and staff and special guest, Joe April.

#### **I. Call to Order**

Chair Cline called the meeting to order at 9 a.m.

#### **II. Roll Call**

Roll was taken by Amy Moore noting that a quorum was present.

#### **III. Approval of Minutes**

Daniel Wright moved to approve the meeting minutes of June 19, 2020. Srini Matam seconded the motion. Motion carried.

#### **IV. Administrative Items**

##### **a. Information Item: FY 2019-2020 Budget Update**

Cathy Aquino provided a budget update comparing year to day actual spending for four quarters of this fiscal year to budget noting overall revenue was at 100.7% and state appropriations were at 100%. There were no budget reductions for the year.

Tuition and fees revenues are on target with Education and General at 101.2%, Auxiliary at 105.5%, and Capital at 106.7%. Enrollment increased over last year.

Salary and benefits are at 94.7% and met the target. Non-payroll expenses are slightly above budget at 108.2%. Building maintenance items caused the majority of the overage. Total expenses met target at 98.0%.

Fund balances are healthy at the end of fiscal year.

BridgeValley has been awarded \$1,445,025 by the US Department of Education. Half of the funds, \$722,513, must be distributed directly to students as grants. The Financial Aid Staff determined which students qualified according to federal financial aid guidelines. As of June 30, 2020, students have received \$531,150. The second half of the funds may be used by the institution for COVID related expenses occurring after March 13, 2020. Federal guidelines are being evaluated to ensure that all expenses charged to the fund will be allowable.

**b. Action Item: Fiscal Year 2020-21 Budget**

Kent Wilson moved the adoption of the following resolution:

**Resolved**, that the BridgeValley Community & Technical College Board of Governors approves the operating budget for fiscal year 2020-21.

Barry Crist seconded. Motion carried.

**V. Reports**

**a. Feasibility Study Findings & Recommendations Report**

Joe April with 25<sup>th</sup> Hour Communications presented the Feasibility Study Findings & Recommendations Report.

Twenty-six interviews were completed by ZOOM and phone. It was a good mixture of stakeholders in the region consisting of business, alumni, faculty and staff. College priorities were taken to the community. All initiatives had a high level of approval. There was strong feedback on leadership. Every single person that Mr. April spoke with saw the success of the region tied with the success of BridgeValley. All initiatives came out strong. The biggest challenge is we do not have a very deep donor pool. We need to identify potential donors in the community. We will do a phased campaign approach.

**b. Enrollment Report**

Dr. Todd Jones, Vice President of Student Affairs, provided an enrollment report for the college. As of today, we are ahead in full-time enrollment by 7.3% and by headcount 5.7%. We still have our drop to run later this month and it will obviously impact enrollment. The increase in enrollment is mainly from freshman and continuing students.

**c. Strategic Planning Report**

Dr. Laura McCullough provided a Strategic Planning Report. We finished the first part of the strategic project where we had hired WVU Consultants to look at our mission, vision and goals and determine whether they are still relevant. Under the recommendation of Dr. Bellinger, we completed an activity called SOAR (Strengths, Opportunities, Aspirations and Results). We surveyed every department in the

college, business leaders, and students. The committee met in July to go over the results. The goals of the college have not changed. We have some broad goals to pursue. Over the next semester, we will meet to refine those goals and come up with specific action plans. The strategic plan should be finalized by end of the semester. The report will be presented to the Board for approval.

**d. President's Report**

President Bellinger recognized members on the Strategic Planning Committee and thanked them for their work on the plan.

A COVID-19 Taskforce was put together to investigate what the larger college community was feeling they needed. A copy of the plan was sent to the Board. Dr. Bellinger recognized members of the Taskforce.

The Appalachian Coffee Shop will open during the week of August 10, 2020.

A group of folks from BridgeValley has been meeting with Reverend Hamm, a pastor of a church in Montgomery. He is very open to working with us to establish some programs for the youth of Montgomery. A tour of The GRID will take place next week in hopes of organizing after school activities.

Heather Riser is working to set up public/private partnerships. She is working with John Beaver with the Iron Beaver in Morris Creek to bring some of his work into our maintenance building facility. The idea is that he hire our students. We have another fellow looking to do the same partnership with us in the Brown Chevrolet Building in a body restoration business.

Our new hospitality program, culinary program and K-9 trainer program are taking on a new approach that we want to solidify into the college and into the curriculum with the idea of embedding entrepreneurship into the programs and the tracts.

We were to present the Master Plan to Council in June and it was delayed because of it being a virtual presentation and that we are not inclined to want. Then we were told that we are not on the August agenda and because it is virtual and they thought it would be too much information. We have requested a meeting with the Executive Council of the Council for August 19 for a discussion on the Master Plan in hopes that it will move us forward.

**VI. Additional Board Action and Comments**

Sally Cline welcomed Pamela Hyde-Wines, student representative, to the Board.

**VII. Next Meeting**

Friday, September 11, 2020

9 a.m.

Via Microsoft Teams

**VIII. Adjournment**

There being no further business, the meeting was adjourned.

Sally Cline, Sally Cline, Chair

Benton Kent Wilson, Kent Wilson, Secretary