



*Southern*  
West Virginia  
Community and Technical College

***Board of Governors***

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**AUGUST 18, 2015**  
**MEETING AGENDA PACKET**

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**Members**

Thomas A. Heywood, Chair  
Wilma J. Zigmond, Vice Chair  
Glenn T. Yost, Secretary  
Linda Q. Akers  
Shelley T. Huffman  
Jada C. Hunter

George Kostas  
Terry R. Sammons  
Brandon K. Elkins  
Russell F. Saunders  
Virginia L. Stepp

Merle Dempsey, Ed.D  
Interim President

**Southern West Virginia Community and Technical College  
Board of Governors  
Meeting of August 18, 2015  
6:00 p.m.  
2900 Dempsey Branch Road, Building C, Room 428  
Mount Gay, West Virginia, and by Teleconference**

**AGENDA**

1. Call to Order ..... Mr. Thomas Heywood  
Board Chair
2. Oath of Office ..... Mr. Samuel Litteral  
Vice President For Finance and Administration
3. Call for Public Comments to the Board (Sign-up sheet available at room entrance) ..... Chair Heywood
4. Presidential Search Update ..... Chair Heywood
5. President’s Report ..... Dr. Merle Dempsey  
Interim President
6. Financial Report ..... Mr. Litteral
7. Development Office Report ..... Mr. Ronald Lemon  
Vice President for Development
8. Action Items
  - 8.1 Request for Approval of June 24, 2015 Board Meeting Minutes ..... 20
  - 8.2 Request for Approval of Textbook Affordability Committee Report ..... 34
  - 8.3 Action on Institutional Policies Presented for 30-day Public Comment
    - 8.3.1 SCP-1160, Diversity Philosophy ..... 36
    - 8.3.2 SCP-1500, Philosophy, Vision, and Mission of Southern West  
Virginia Community and Technical College ..... 41
  - 8.4 Action on Follow-up Reports Requested by the Board ..... Mr. Steven Lacek
    - 8.4.1 Addiction Counseling, Associate in Applied Science  
and Certificate
    - 8.4.2 Forensic Psychology and Investigation, Associate in  
Applied Science and Certificate
    - 8.4.3 Homeland Security and Emergency Service, Associate  
in Applied Science
9. Adjournment ..... Chair Heywood

# Development Office Presentation

August 18, 2015

Board of Governors

# “Vision 2020 Major Gifts Campaign”

- Initiated in 2006
- Developed to accommodate the future needs of business and industry
- Assist Southern in achieving long-range plans to assure success of region
- Twenty million dollar goal was established for the year 2020

# “Vision 2020 Major Gifts Campaign”

- Phase I – September 2006 – December 31, 2009
  - Goal - \$7,000,000
  - Goal achieved June 30, 2008
- Phase II – January 1, 2010 – December 31, 2014
  - Goal - \$7,000,000
  - Goal achieved December 31, 2013
- Phase III – January 1, 2015 – December 31, 2020
  - Goal - \$6,000,000
  - As of June 17, 2015 - \$16,865,733.51
  - 112.4% of the 2015 Goal of \$15,000,000

# “Vision 2020 Major Gifts Campaign” Programs

- Dental Hygiene
- Salon Management/Cosmetology
- Respiratory Care Technology
- Academy for Mine Training and Energy Technologies
- Central Sterile Supply Technician
- Faculty and Staff Development
- Mine Management
- College Advertising and Marketing
- Nursing
- Medical Assisting
- Appalachian Leadership Academy program

# “Vision 2020 Major Gifts Campaign” Highlights

- Scholarships
  - Over \$2.1 million awarded to students since 2007
- Employee Donations
  - More than \$250,000 since inception

# Scholarship Recipients



**MEGAN ANDERSON**

Danville, WV

**Educational Plans**

University Transfer, A.S.

**Recipient of**

CEDAR of Southern West Virginia Scholarship

*"I am planning on furthering my education at Southern West Virginia Community and Technical College. I am pursuing a major in Elementary Education, thus I will be able to give back to the community just as you do."*

# Scholarship Recipients



**RYDER GORE**

Chapmanville, WV

**Educational Plans**

University Transfer, A.S.

**Recipient of**

Jim Guy and Ashley Guy Sparks Memorial Scholarship

*"I would like to express my sincere gratitude for the generous scholarship. This will help me to focus on my school work without having to worry about finances."*

# Scholarship Recipients



**ABIGAIL HENSLEY**

Harts, WV

**Educational Plans**

Health Care Professional, A.A.S.

**Recipient of**

Southern Foundation Scholarship

*“It is truly an honor to be attending Southern as I start a career in the medical field. By awarding me this scholarship, I am able to concentrate on what is important to me, my education.”*

# Scholarship Recipients



**SARA SCOTT**

Williamson, WV

**Educational Plans**

University Transfer, A.A.

**Recipient of**

Edward R. Wood Scholarship/COTIGA Development Company LP

*"I plan to graduate from Southern with an Associate in Art Degree then receiving my Bachelor's Degree through Marshall University in Elementary Education."*

# Year in Review

- Development
  - Logan Coal Vendors Golf Outing
  - Annual Mike McGraw Memorial Golf Tournament
  - Foundation Annual Board Meeting
  - 7<sup>th</sup> Annual Scholarship Reception
- Harmony 365
  - Logan Candlelight Vigil
  - Williamson Candlelight Vigil
  - David LaMotte
    - Award-winning songwriter, speaker and writer
    - Studied International Relations through Rotary World Peace Fellowship
    - Founded small non-profit supporting schools and libraries in Guatemala

# Foundation Annual Meeting



Logan Bank & Trust gives annual donation



Osenton Family Scholarship

# 7<sup>th</sup> Annual Scholarship Reception

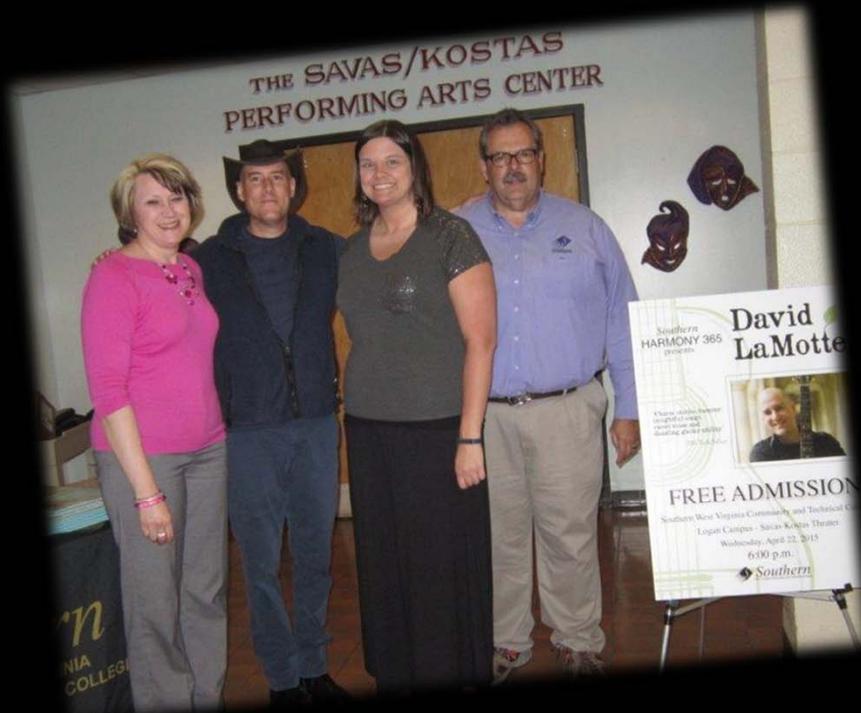
Guest Speaker:  
David LaMotte



# Logan Candlelight Vigil



# David LaMotte



# Upcoming Events

- Development Office
  - Mike McGraw Memorial Golf Tournament
  - Scholarship Reception
- Harmony 365
  - David LaMotte
  - Veteran's Day Program
  - Candlelight Vigils

# Southern Foundation Executive Board

- George Kostas, President
- Eddie Canterbury, Vice President
- Elizabeth Kostas, Secretary
- Mark Mareske, Treasurer
- David “Scotty” Scott
- Phyllis Osenton
- Eddie Joe Canterbury

# Development Office



Ronald Lemon  
Vice President of Development



Tammy Toppings  
Program Specialist



Lola Lackey  
Accountant

**Southern West Virginia Community and Technical College  
Board of Governors  
Meeting of June 24, 2015  
6:00 p.m.  
2900 Dempsey Branch Road, Room 428, Building C  
Mount Gay, West Virginia and by Teleconference**

**DRAFT MINUTES**

**Board Members Present:** Thomas Heywood, Chair; Wilma Zigmond, Vice Chair; Glenn Yost, Secretary (teleconference); Linda Akers; Debbie Dingess, Classified Staff Representative; Shelley Huffman, Jada Hunter, George Kostas; Mary Nemeth-Pyles, Faculty Representative; Terry Sammons

**Board Members Absent:** Brandon Elkins, Student Representative

**College Staff Present:** President/First Lady Joanne Jaeger Tomblin, Samuel Litteral, Allyn Sue Barker, Debra Teachman, Pamela Alderman, Gary Holeman, Steven Lacek, Steven Hall, Will Smith, Chris Gray, Teri Wells, Virginia Stepp, Russell Saunders, Bill Alderman, Will Alderman, Martha Maynard, Chuck Puckett, David Lord, Tim Ooten, Mindy Saunders, Emma Baisden (Recorder).

**1. Call to Order:**

Chair, Thomas Heywood, declared a quorum present and convened the meeting at 6:00 p.m.

**2. Presentation of Ayers & Associates, Inc.**

Chair Heywood informed Board members the Presidential Search Ad Hoc Committee had received and reviewed proposals from six national search firms. From the proposals received, the Ad Hoc Committee invited Ayers & Associates to make a presentation to the Board for its approval. Dr. George Ayers, Dr. Charles Green, and Dr. John Henderson joined the meeting by teleconference. Dr. Ayers reviewed the six-phase process of the presidential search which will be a collaborative effort between the search firm and the College. Dr. Ayers discussed next steps and the scheduling of several face-to-face meetings to receive input from faculty, staff, students, and external constituents on the qualities and attributes desired in the next president of Southern.

**3. Special Presentations**

Chair Heywood and President/First Lady Tomblin honored outgoing Board of Governors members Debbie Dingess (classified staff representative), and Mary Nemeth-Pyles (faculty representative), with resolutions applauding their outstanding leadership, service, and dedication to the Southern West Virginia Community and Technical College Board of Governors. The resolutions were unanimously approved by the Board and will become part of the official meeting minutes (Addendum 1).

In recognition of President Joanne Jaeger Tomblin's strategic vision, unwavering leadership, and tireless commitment as president of Southern West Virginia Community and Technical College over the past 16 years, the Board unanimously approved a resolution of commendation naming her as "President Emeritus" (Addendum 2). Board Chair, Tom

Heywood, and Vice Chair, Wilma Zigmond, also presented President Tomblin with a Lifetime Achievement Award in appreciation of her years of service. She is the longest-serving president of the College, and the longest-serving president in the Community and Technical College System of West Virginia. The Board's extensive resolution cited President Tomblin for having guided the College to great heights while overseeing significant accomplishments at the institution.

**4. Call for Public Comments to the Board of Governors**

Chair Heywood asked for public sign up for comments to the Board. Comments on SCP-1400, *Guest Speakers, Lecturers, Performers, and Organized Groups*, were heard from faculty members Russell Saunders, Bill Alderman, Martha Maynard, Will Alderman, and Chuck Puckett. All written comments received on the proposed policy during the comment period are on file in the President's Office and available for review upon request.

**5. Classified Staff Council Annual Presentation**

The Classified Staff Council held its annual meeting with the Board of Governors to discuss matters which affect classified employees as prescribed in West Virginia Code §18B-6-6(g). Mr. Chris Gray, Classified Staff Council Chair, and Ms. Teri Wells, Advisory Council of Classified Employees Representative, presented an overview of the Council's accomplishments, goals, and various College projects in which classified staff participated during the 2014-2015 year. The classified staff are committed to Southern West Virginia Community and Technical College, its goals, and its mission. Following the presentation, Chair Heywood thanked Mr. Gray and Ms. Wells for providing the Board with an outstanding presentation of the Council's activities. He commended the Classified Staff Council for its continuous improvement, and reaffirmed the Board's commitment to fully funding the Classified Staff Salary Schedule. As a retirement gift on behalf of Southern's classified staff, Mr. Gray, presented President/First Lady Tomblin with a Waterford crystal bowl to acknowledge her contributions to the success of the College, and as a remembrance from an appreciative staff.

**6. Technology Services Report**

Chief Information Officer, Gary Holeman, presented the organizational structure of the Technology Services Department, highlights and accomplishments of 2014-2015, and 2015-2016 goals and projects to the Board of Governors.

**7. Emergency Preparedness Report**

Mr. David Lord, Director of Wyoming/McDowell Campus Operations, presented Southern's Emergency Plan, to Board members and provided an update on accomplishments, ongoing activities, and the next steps of the Campus Crisis Management Teams. Mr. Lord invited Board members to enroll in the Southern Alerts Notification System to receive notifications regarding emergencies and inclement weather situations for the college.

**8. President's Report**

8.1 President/First Lady Tomblin thanked everyone for their kind remarks this evening.

- 8.2 Southern's Harmony 365 events have concluded for this fiscal year.
- 8.3 Approximately 200 individuals attended the 7<sup>th</sup> Annual Southern West Virginia Community and Technical College Foundation Donor/Scholarship Reception on April 23, 2015. The event recognizes the generosity of donors and the success of students receiving scholarships. This year, Linda and Willie Akers, William "Tank" Williams, and the Word of Life Church were recognized for their continuous support.
- 8.4 Five Southern students were named to the Phi Theta Kappa All-West Virginia Academic Team. The students were inducted during a ceremony hosted by the West Virginia Council for Community and Technical College Education on April 27, 2015. The induction ceremony was held in the Governor's Reception Room at the State Capitol Complex in Charleston, West Virginia, with Governor Earl Ray Tomblin as the keynote speaker.
- 8.5 President/First Lady Tomblin thanked Board of Governors Vice Chair, Wilma Zigmond, for delivering greetings from the Board at Southern's Healthcare Pinning and Commencement Ceremonies conducted on May 15 and 16, 2015 respectively. Mr. Gary White, Marshall University Interim President, was the keynote speaker for the Commencement ceremony.
- 8.6 The President's Administrative Retreat was held on May 20, 2015 at the Logan Campus. Approximately 80 administrative and managerial employees participated in the event.
- 8.7 Former student representative to the Board of Governors, Elston Johnson, recently graduated from the West Virginia School of Osteopathic Medicine.
- 8.8 All of the Southern West Virginia Community and Technical College Board of Governors members have met their required training hours for this reporting cycle.

## 9. **Financial Report**

Mr. Samuel Litteral, Vice President for Finance and Administration, provided the financial report dated May 31, 2015 to Board members. He reviewed restricted, unrestricted, and auxiliary revenues and expenditures. The figures shown on the report reflect actual cash, revenue, and expenditures directly from the Banner System. Mr. Litteral informed Board members that Southern's payroll system is changing and employees will receive their first biweekly paycheck on December 11, 2015. The new system will also affect leave reporting for all employees.

## 10. **Action Items**

### 10.1 **Presidential Search Ad Hoc Committee Report and Approval of Search Firm**

Chair Heywood discussed the importance of selecting the best search firm/consultants to meet institutional needs. He informed Board members that the Presidential Search Ad Hoc Committee met on June 10, 2015, to review and

discuss the proposals submitted by six consulting/search firms to provide assistance with the presidential search. Following review and discussion, the Ad Hoc Committee unanimously nominated the firm of Ayers & Associates, Inc. to provide these services.

Upon a motion by Shelley Huffman, seconded by Jada Hunter, the Board of Governors unanimously approved the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the appointment of Ayers & Associates, Inc. as the Search Firm/Consultants for the Presidential Search.

## **10.2 Nominating Committee Report and Election of 2015-2016 Board Officers**

Mr. Glenn Yost, Nominating Committee Chair, reported that the committee met on June 10, 2015 and determined the Board should retain its current leadership for the 2015-2016 year due to the College undergoing a transition period.

**MOTION:** Glenn Yost moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors elect the slate of Board Officers for fiscal year 2015-2016 as proposed by the Nominating Committee: Tom Heywood, Chair; Wilma Zigmond, Vice Chair; Glenn Yost, Secretary.

**ACTION:** Terry Sammons seconded the motion. The motion carried unanimously and Chair Heywood declared the motion approved and the officers adopted.

## **10.3 Appointment and Election of 2015-2016 Lay Members to the Board Agenda Committee**

Chair Heywood reappointed Linda Akers and Terry Sammons to the Board of Governors Agenda Committee.

**MOTION:** George Kostas moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors elect lay members Linda Akers and Terry Sammons to its 2015-2016 Board of Governors Agenda Committee.

**ACTION:** Shelley Huffman seconded the motion. The motion carried unanimously and Chair Heywood declared the motion adopted.

The Board of Governors Agenda Committee members are Thomas Heywood, Wilma Zigmond, Glenn Yost, Joanne Jaeger Tomblin, Terry Sammons, and Linda Akers.

**10.4 Request for Approval of April 21, 2015 Board Meeting Minutes**

**MOTION:** Glenn Yost moved to accept the April 21, 2015 meeting minutes as presented.

**ACTION:** Shelley Huffman seconded the motion. The motion carried unanimously and Chair Heywood declared the minutes approved.

**10.5 Request for Approval of FY 2016-2017 Capital Projects and Expenditures**

**MOTION:** Jada Hunter moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the modification amounts and priorities of FY 2017 capital projects for Southern West Virginia Community and Technical College.

**ACTION:** George Kostas seconded the motion. The motion carried unanimously and Chair Heywood declared the motion adopted.

**10.6 Request for Approval of FY 2017-2021 Capital Projects and Expenditures**

**MOTION:** Shelley Huffman moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the modification amounts and priorities of FY 2017 - FY 2021 capital projects for Southern West Virginia Community and Technical College.

**ACTION:** Linda Akers seconded the motion. The motion carried unanimously and Chair Heywood declared the motion adopted.

**10.7 Action on Institutional Policies for Final Approval**

**10.7.1 SCP-1400, Guest Speakers, Lecturers, Performers, and Organized Groups**

**MOTION:** Wilma Zigmond moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant final approval of SCP-1400, *Guest Speakers, Lecturers, Performers, and Organized Groups*, and its submission to the Chancellor for Community and Technical College Education following the required 30-day public comment period.

**ACTION:** Jada Hunter seconded the motion. The motion carried by a majority with one no vote. The Board will place the policy on its April 2016 meeting agenda for review. Chair Heywood declared the motion adopted and

policy approved.

#### **10.7.2 SCP-2006, Employee Leave**

**MOTION:** Shelley Huffman moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant final approval of SCP-2006, *Employee Leave*, and its submission to the Chancellor for Community and Technical College Education following the required 30-day public comment period.

**ACTION:** Debbie Dingess seconded the motion. The motion carried unanimously. Chair Heywood declared the motion adopted and policy approved.

#### **10.7.3 SCP-2825, Salary Administration**

**MOTION:** George Kostas moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant final approval of SCP-2825, *Salary Administration*, and its submission to the Chancellor for Community and Technical College Education following the required 30-day public comment period.

**ACTION:** Shelley Huffman seconded the motion. The motion carried unanimously. Chair Heywood declared the motion adopted and policy approved.

#### **10.7.4 SCP-4786, Transfer Student Requirements and Credit Evaluation**

**MOTION:** George Kostas moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant final approval of SCP-4786, *Transfer Student Requirements and Credit Evaluation*, and its submission to the Chancellor for Community and Technical College Education following the required 30-day public comment period.

**ACTION:** Mary Nemeth-Pyles seconded the motion. The motion carried unanimously. Chair Heywood declared the motion adopted.

#### **10.7.5 SCP-7125, Information Technology Acceptable Usage**

**MOTION:** Jada Hunter moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant final approval of SCP-7125, *Information Technology Acceptable Usage*, and its submission to the Chancellor for Community and Technical College Education following the required 30-day comment period.

**ACTION:** Terry Sammons seconded the motion. The motion carried unanimously. Chair Heywood declared the motion adopted.

#### **10.7.6 SCP-7720, Security of Information Technology**

**MOTION:** Shelley Huffman moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant final approval of SCP-7720, *Security of Information Technology*, and its submission to the Chancellor for Community and Technical College Education following the required 30-day comment period.

**ACTION:** Mary Nemeth-Pyles seconded the motion. The motion carried unanimously. Chair Heywood declared the motion adopted.

### **10.8 Action on Post-Audit Follow-up Reports Required by the Community and Technical College System**

#### **10.8.1 Addiction Counseling, Associate in Applied Science and Certificate**

**MOTION:** Wilma Zigmond moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors receive and approve the Post-Audit Review Follow-up Report for the Addiction Counseling, Associate in Applied Science and Certificate Programs.

**ACTION:** Jada Hunter seconded the motion. The motion carried unanimously and Chair Heywood declared the motion adopted.

Upon a motion by Wilma Zigmond, seconded by Mary Nemeth-Pyles, the Board tabled the recommendation to discontinue the Addiction Counseling, Associate in Applied Science and Certificate Programs. Steve Lacek will provide a report to the Board at its August 2015 meeting which shows the number of students enrolled in the program and a time line for program completion. Chair Heywood declared the motion adopted.

#### **10.8.2 Forensic Psychology and Investigation, Associate in Applied Science and Certificate**

**MOTION:** Wilma Zigmond moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors receive and approve the Post-Audit Review Follow-up Report for the Forensic Psychology and Investigation, Associate in Applied Science and Certificate Programs.

**ACTION:** Debbie Dingess seconded the motion. The motion carried unanimously and Chair Heywood declared the motion adopted.

Upon a motion by Wilma Zigmond, seconded by Mary Nemeth-Pyles, the Board tabled the recommendation to discontinue the Forensic Psychology and Investigation, Associate in Applied Science and Certificate Programs. Steve Lacek will provide a report to the Board at its August 2015 meeting which shows the number of students enrolled in the program and a time line for program completion. Chair Heywood declared the motion adopted.

### **10.8.3 Homeland Security and Emergency Services, Associate in Applied Science**

**MOTION:** Wilma Zigmond moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors receive and approve the Post-Audit Review Follow-up Report for the Homeland Security and Emergency Services, Associate in Applied Science Program.

**ACTION:** Terry Sammons seconded the motion. The motion carried unanimously and Chair Heywood declared the motion adopted.

Upon a motion by Wilma Zigmond, seconded by Debbie Dingess, the Board approved to stop enrollment of students into the Addiction Counseling, Forensic Psychology and Investigation, and Homeland Security and Emergency Services programs pending further analysis. Additionally, the Board tabled the recommendation to discontinue the Homeland Security and Emergency Services, Associate in Applied Science Program. Steve Lacek will provide a report to the Board at its August 2015 meeting which shows the number of students enrolled in this program and a time line for program completion. Chair Heywood declared the motion adopted.

## **11. Informational Items**

### **11.1 Awarding of Undergraduate Tuition and Fee Waivers Report**

In compliance with Southern College Policy (SCP) 5065, *Awarding of Undergraduate Tuition and Fee Waivers*, Section 7.2, the Vice President for Finance and Administration presented the 2014-2015 Awarding of Undergraduate Tuition and Fee Waiver Report to the Board of Governors. The report included the required information for all waivers awarded from July 1 through June 30 of the reporting year and covered fall semester, spring semester, and summer sessions as appropriate. During the 2014-2015 fiscal year, Southern awarded a total of \$206,244 in undergraduate waivers to a total of 67 students. Pursuant to the statute, the report on the awarding of undergraduate tuition and fee waivers is entered into the minutes of the Board of Governors June 24, 2015 meeting.

## **11.2 Required Training for Higher Education Boards and Council Members**

During the 2015 legislative session, the West Virginia Legislature amended the statute requiring continuing education of the members of institutional Boards of Governors, Council, and Commission members. House Bill 2884, effective June 12, 2015, was authored to make the tracking of Board member compliance easier and more certain. A new member appointed by the Governor now must have three (3) hours of continuing education in the fiscal year they were appointed if appointed in the first half of the fiscal year. A member appointed in the second half of the fiscal year will have to complete three (3) hours by the end of the first half of the next fiscal year. Additionally, each member must complete six (6) hours of training every two fiscal years. A copy of House Bill 2884 was provided to Board members.

## **11.3 Report on 2014-2015 Faculty Promotion Decisions**

The faculty promotion-in-rank review process at Southern West Virginia Community and Technical College runs from January 30 through April 30. The process involves faculty file preparation, reviews and recommendations by the Promotion Committee Chair, Division Head, Vice President for Academic Affairs and Students Services, and approval by the President. The final step is notification of the Board of Governors of the decisions made as a result of the review process. A list of the faculty promoted in rank was provided to the Board.

## **11.4 2015-2016 Holiday Calendar**

As authorized by Board of Governors policy SCP-2360, *Holidays*, a holiday schedule for 2015-2016 has been established and approved for Southern West Virginia Community and Technical College, a copy of which is provided for the Board. The holiday schedule has been aligned with the provisions of the West Virginia Council for Community and Technical College Education, Title 135, Procedural Rule, Series 14, Holidays, Southern's 2015-2016 academic calendar and four-day work schedule, the State of West Virginia's Holiday Schedule, and the West Virginia Code. The 2015-2016 Holiday Calendar has been announced college-wide and submitted to the Chancellor for Community and Technical College Education.

**11.5** "Trail-blazing Teacher Built Fruitful Life on Hometown Values," *The Charleston Gazette*, April 27, 2015-edition.

**11.6** "Community College Official Seeking Raise Administrator Offered Him," *The Charleston Gazette*, May 27, 2015-edition.

## **12. Possible Executive Session Under Authority of West Virginia Code §6-9A-4(b)2A Regarding Personnel and Management Issues**

Jada Hunter moved pursuant to §6-9A-4(b)2A of the West Virginia Code that the Board

shall enter into Executive Session to discuss personnel and personnel matters, which if discussed in public might adversely affect the reputation of any person. Shelley Huffman seconded the motion which carried unanimously. Chair Heywood declared the motion adopted and the Board entered into an Executive Session at 9:45 p.m.

At the conclusion of discussions, Chair Heywood declared the Board of Governors rise from Executive Session and convene in Open Session at 10:05 p.m.

**13. Adjournment**

There being no further business, Chair Heywood declared the meeting adjourned at 10:10 p.m. The next Board of Governors business meeting is scheduled for Tuesday, August 18, 2015 beginning at 6:00 p.m. in Room 428, Building C, Logan Campus.

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Thomas A. Heywood, Chair

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Emma L. Baisden  
Executive Assistant to the President  
and Board of Governors

**DRAFT**

**Southern West Virginia Community and Technical College  
Board of Governors Resolution Honoring  
Debbie C. Dingess**

**Addendum 1**

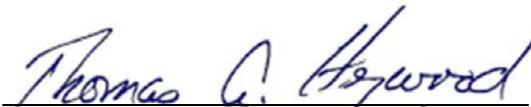
**Whereas**, Debbie C. Dingess was duly elected and has served with great distinction as the Classified Staff Representative to the Southern West Virginia Community and Technical College Board of Governors from July 1, 2009 through June 30, 2015; and

**Whereas**, During this period, Ms. Dingess has given generously of her time and talent in support of Southern West Virginia Community and Technical College, and has provided wise judgement to the deliberations of the Board, bringing to the forefront the classified staff concerns and interests while always maintaining a comprehensive perspective on the advancement of the College as a whole;

**Therefore, Be it Resolved,**

That the Southern West Virginia Community and Technical College Board of Governors hereby expresses its sincere gratitude and appreciation to DEBBIE C. DINGESS for her record of outstanding leadership, faithful service, and dedication to this Board; and, be it

**Further Resolved**, That this resolution is inscribed upon the meeting minutes of the Board of Governors of Southern West Virginia Community and Technical College this 24th day of June 2015.

  
\_\_\_\_\_  
Thomas A. Heywood, Chair  
Board of Governors

  
\_\_\_\_\_  
Joanne Jaeger Tomblin, President  
Southern West Virginia Community  
and Technical College

**Southern West Virginia Community and Technical College  
Board of Governors Resolution Honoring  
Mary Nemeth-Pyles**

**Addendum 2**

**WHEREAS**, Mary Nemeth-Pyles was duly elected and has served with great distinction as the Faculty Representative to the Southern West Virginia Community and Technical College Board of Governors from July 1, 2013 through June 30, 2015; and

**WHEREAS**, Ms. Nemeth-Pyles has given generously of her time and talent in support of Southern West Virginia Community and Technical College and has provided wise academic judgement to the deliberations of the Board, bringing to the forefront the faculty perspective while always maintaining a comprehensive perspective on the advancement of the College as a whole; and

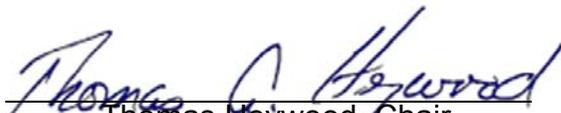
**WHEREAS**, Mary Nemeth-Pyles has been a strong and consistent advocate for the expanded academic excellence of the College; and

**WHEREAS**, she has contributed to the governance of Southern West Virginia Community and Technical College while continuing to also serve with distinction as a teaching Professor of Nursing, as the Coordinator for Nursing, and as an academic advisor to students.

**THEREFORE, BE IT RESOLVED:**

That the Southern West Virginia Community and Technical College Board of Governors hereby expresses its sincere thanks and appreciation to MARY NEMETH-PYLES for her record of outstanding leadership, service, and dedication to this Board; and, be it

**FURTHER RESOLVED**, That this resolution is inscribed upon the meeting minutes of the Board of Governors of Southern West Virginia Community and Technical College this 24<sup>th</sup> day of June 2015.

  
Thomas Heywood, Chair  
Board of Governors

  
Joanne Jaeger Tomblin, President  
Southern West Virginia Community  
and Technical College

**Southern West Virginia Community and Technical College  
Board of Governors Resolution  
Commendation of Joanne Jaeger Tomblin  
As President Emeritus**

**Addendum 3**

**WHEREAS**, President Joanne Jaeger Tomblin has given 33 years of unwavering service to Southern West Virginia Community and Technical College; and

**WHEREAS**, President Tomblin was named the eighth president of Southern West Virginia Community and Technical College on November 16, 1999, and has held that post for 16 years making her the longest-serving president of the College, and the longest-serving president in the Community and Technical College System of West Virginia; and

**WHEREAS**, Prior to her appointment as President in 1999, Joanne Jaeger Tomblin was a vital force in the growth and progress of the College by serving with distinction in numerous leadership positions at the College including: Adjunct Faculty; Media Specialist; Speech Instructor; Assistant to the President; Interim Dean of Logan Campus; Dean of Boone/Lincoln Campus; Vice President for Human Resources, Communications and Marketing; Vice President for Institutional Development and Community Relations; and Vice President for Economic Development and Community Relations; and

**WHEREAS**, during President Tomblin's tenure, she transformed Southern West Virginia Community and Technical College and led it to national recognition for quality and value in numerous ways including:

- Being named as the 14<sup>th</sup> best community college in the nation by the *Washington Monthly* in October 2011.
- Establishing the Academy for Mine Training and Energy Technologies which has trained more than 25,000 students and provided global mine and safety training. The Academy has developed and maintained professional relationships with more than 13 states and 10 foreign countries. In 2012, Southern West Virginia Community and Technical College, West Virginia University, and members of the Shanxi Provincial People's Government of China signed an agreement to promote collaboration in safe mining and mine rescue practices between the State of West Virginia and the Shanxi Province.
- Seeding Southern's future by launching its first-ever fundraising campaign, Vision 2020 - Major Gifts Campaign, in 2006 making Southern the first community and technical college in West Virginia to launch a fundraising campaign. With more than \$16.8 million having been raised to date through contributions from college employees, community businesses and leaders, foundations, and grants. Under her leadership, Southern's Foundation has distributed \$2.2 million in scholarships, and provided more than \$700,000 in aid and educational support to the College.

**WHEREAS**, under the leadership of President Tomblin, the College has achieved significant

milestones including academic program development, enhancement of student life and the campus environment, community involvement, economic enhancement, and surpassing more than \$20 million in grant funds; and

**WHEREAS**, under the direction of President Tomblin, the College has been transformed by more than \$26 million in campus construction, renovation and expansion of facilities, physical improvements, land acquisition, and beautification projects to ensure the capacity for Southern to grow as needed well into the 21<sup>st</sup> century; and

**WHEREAS**, President Tomblin led Southern West Virginia Community and Technical College through daunting challenges in a calm and inspirational manner that served well both the campus community and the institution, as well as the Board of Governors. Her thoughtfulness, wisdom, integrity, strong understanding of and deep caring for the College provided strong leadership that was needed during a tumultuous time and guided the faculty, staff, and students of the College toward a bright future; and

**WHEREAS**, within the College, President Tomblin championed academic excellence and placed a premium on open communication and close engagement with students, faculty, staff, and alumni; and

**WHEREAS**, President Tomblin has been a worthy steward of the public trust in steering the College on a positive course for 16 years leaving it well prepared for the future as acknowledged by numerous outside observers, including receiving two 10-year reaffirmations of accreditation by the Higher Learning Commission during her tenure; and

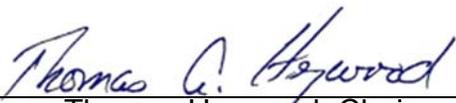
**WHEREAS**, President Tomblin's accomplishments have been unsurpassed in achievement and leadership of the College.

**NOW, THEREFORE, BE IT RESOLVED:**

That the Southern West Virginia Community and Technical College Board of Governors extends its utmost appreciation to President Tomblin for her leadership and outstanding service to Southern West Virginia Community and Technical College, and extends its sincere and heartfelt best wishes to her in her retirement; and

**BE IT FURTHER RESOLVED**, That the Southern West Virginia Community and Technical College Board of Governors confers the title of "President Emeritus" upon Joanne Jaeger Tomblin with the privileges pertaining to this distinction effective July 1, 2015.

**FURTHER RESOLVED**, That this resolution be inscribed upon the meeting minutes of the Board of Governors of Southern West Virginia Community and Technical College this 24<sup>th</sup> day of June 2015.

  
\_\_\_\_\_  
Thomas Heywood, Chair  
Board of Governors

  
\_\_\_\_\_  
Wilma J. Zigmund, Vice Chair  
Board of Governors

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
MEETING OF AUGUST 18, 2015**

**ITEM:** Request for Approval of 2014-2015 Textbook Affordability Committee Report

**RECOMMENDED RESOLUTION:** *RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the report provided by the Textbook Affordability Committee for presentation to the Chancellor of the West Virginia Council for Community and Technical College Education as required by Title 135, Series 51, *Bookstores and Textbooks*, Section 3.1.f.

**STAFF MEMBER:** Samuel Litteral

**BACKGROUND:**

Southern West Virginia Community and Technical College Board of Governors policy, SCP-5074, *Selection, Adoption, Use and Sale of Textbooks and Other Course Materials*, and the West Virginia Council for Community and Technical College Education's, Series 51, *Bookstores and Textbooks*, requires annual reporting of the deadlines established for the faculty to be assigned to courses; the deadlines for textbooks and course materials to be selected; the percentages of those deadlines met; and the dates of the listing of assigned textbooks and course materials were posted.

The staff seeks approval of the 2014-2015 Textbook Affordability Committee Report and its submission to the Chancellor for Community and Technical College Education as required by Title 135, Series 51, *Bookstores and Textbooks*, Section 3.1.f.

**Southern West Virginia Community and Technical College  
Textbook Affordability Committee  
2014-2015 Report**

Southern West Virginia Community and Technical College's Textbook Affordability Committee consists of representatives from faculty, students, administration, and the campus bookstores. The Textbook Affordability Committee met as required by policy during the 2014-2015 academic year to discuss affordability issues, initiatives, and textbook selection guidelines and procedures.

In accordance with the provisions of Title 135, Procedural Rule, Series 51, *Bookstores and Textbooks*, Section 3.1.f. of the West Virginia Council for Community and Technical College Education, the Textbook Affordability Committee at Southern West Virginia Community and Technical College has:

1. Established a firm deadline of one week prior to the first day of class for faculty to be assigned to courses.
  - 1.1 For the 2014-2015 academic year, 96.2% of the Fall semester classes were staffed one week prior to the first day of class, and 94.1% of classes were staffed one week prior to the first day of class in the Spring semester.
2. Established a deadline of four weeks prior to the first day of registration for textbooks and course materials to be selected.
  - 2.1 All textbooks and course materials for the 2014-2015 academic year were selected by the established deadline.
3. Posted the listing of all selected textbooks and materials as required in Section 3.1.e. of Series 51, *Bookstores and Textbooks*.
  - 3.1 The textbook list was posted on November 2, 2014, for the Spring 2015 semester, and on April 6, 2015, for the Summer/ Fall 2015 semesters.

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
MEETING OF AUGUST 18, 2015**

**ITEM:** Request for Approval to Distribute SCP-1160, *Diversity Philosophy*, for 30-day Comment

**RECOMMENDED RESOLUTION:** *RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of SCP-1160, *Diversity Philosophy*, to Southern's constituents and the Chancellor for Community and Technical College Education for the required 30-day public comment period.

**STAFF MEMBER:** Merle Dempsey

**BACKGROUND:**

SCP-1160, *Diversity Philosophy*, was reviewed and approved by the Executive Council and President's Cabinet. No modifications were necessary as the policy is in alignment with the American Association of Community Colleges, Position Statement on Inclusion.

Following these reviews, it is recommended that the Board of Governors advance SCP-1160, *Diversity Philosophy*, to Southern's constituents and the Chancellor for Community and Technical College Education for the required 30-day public comment period.

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
SCP-1160**

**SUBJECT:** Diversity Philosophy

**REFERENCE:** American Association of Community Colleges, Position Statement on Inclusion  
<http://www.aacc.nche.edu>

**ORIGINATION:** August 20, 1998

**EFFECTIVE:** ~~August 20, 1998~~

**REVIEWED:** ~~July 19, 2010~~ July 2015

**SECTION 1. PURPOSE**

- 1.1 To communicate support for, and adoption of, the Association of Community Colleges' (AACC) "Position Statement on Inclusion."

**SECTION 2. SCOPE AND APPLICABILITY**

- 2.1 This policy applies to all programs, processes, employees, departments, units, committees, councils, and boards associated with Southern West Virginia Community and Technical College.

**SECTION 3. DEFINITIONS**

- 3.1 *Diversity* is a commitment to valuing and promoting differences, similarities, and characteristics that make groups and individuals unique in an atmosphere that promotes and celebrates individual and collective achievement. Examples of these characteristics are: age; cognitive style; culture; disability (mental, learning, or physical); economic background; education; ethnicity; gender identity; geographic background; language(s) spoken; marital/partnered status; physical appearance; political affiliation; race; religious beliefs; and sexual orientation.
- 3.2 *Inclusion* involves empowering and leveraging diversity in the workforce and student body by enabling individuals to contribute to their fullest potential through individual development, retention, and pluralistic work and educational processes.
- 3.3 *Pluralistic work and educational processes* are work/education methods practiced in participation, consideration, and respect for members of diverse ethnic, racial, religious, or social groups.

**SECTION 4. POLICY**

- 4.1 The Association of Community Colleges (AACC) believes that community colleges provide access to a broad spectrum of quality educational opportunities and life experiences. The colleges value diversity as an enhancement of those experiences in their classrooms, administrative offices, and board rooms. They are committed to policies that promote fairness and inclusion for all in the life of the college. As a reflection of AACC commitment, Southern West Virginia Community and Technical College strives to promote fairness and inclusion in its own policies and practices.

## **SECTION 5. BACKGROUND OR EXCLUSIONS**

5.1 None

## **SECTION 6. GENERAL PROVISIONS**

- 6.1 Southern West Virginia Community and Technical College strongly endorses the continued use of admissions guidelines and employment practices that promote broad diversity in community colleges.
- 6.1.1 The AACC and Southern believe that colleges should be free to pursue standards and guidelines which allow them to fulfill their diversity missions and visions. The students they educate will help provide tomorrow's leaders, and their college experience must demonstrate the richness and substance of our diverse, multi-cultural and global environment. The college environment should promote understanding and appreciation of others, while encouraging students to grow as individuals.
- 6.2 Southern West Virginia Community and Technical College reaffirms its commitment to diversity.
- 6.2.1 In accordance with this philosophy, Southern strives to continually evaluate its hiring, admissions, and financial aid policies to ensure diversity and equal access within the institution. The College strives to ensure that the results of these evaluations conform to the concept of open access - the cornerstone of the community college mission.
- 6.3 Southern West Virginia Community and Technical College believes that diversity is crucial to a democratic society.
- 6.3.1 The AACC and Southern believe that community colleges are, in effect, microcosms of our greater society. As such, they should encourage and enhance the fullest understanding of human rights and responsibilities and should teach the skills that allow their students to effectively participate in a democratic society. The colleges should be responsible for shaping an environment that mirrors the general culture and creates opportunities for all within the college community to interact with understanding, tolerance, and respect for others. In this way, diversity in education not only serves as a model for the world at large, but it also helps perpetuate social harmony for the future.
- 6.4 The AACC and Southern strongly endorse the adoption of policies and procedures designed to counteract and prevent hate crimes.
- 6.4.1 Hate crimes, are defined herein as crimes that manifest evidence of prejudice based on race, religion, sexual orientation, gender, or ethnicity, including where appropriate, the crimes of murder, non-negligent manslaughter, forcible rape, aggravated assault, simple assault, intimidation, arson, and destruction, damage or vandalism of property. The AACC and Southern, furthermore, endorse the systematic reporting of hate crimes by institutions, in order to encourage the implementation of effective intervention measures that will serve to address these challenges on college campuses. Community awareness and education strategies are additional byproducts of all these efforts.
- 6.5 Many colleges and universities share a common belief, born of experience, that diversity in their student bodies, faculties, and staff is important for them to fulfill their primary mission: providing a quality education. The reasons include:
- 6.5.1 Diversity in the institution's student body and workforce enriches the educational experience. We learn from those whose experiences, beliefs, and perspectives are different from our own, and these lessons can be taught best in a richly diverse intellectual and social environment.

- 6.5.2 Diversity in the institution’s student body and workforce promotes personal growth and a healthy society. Diversity challenges stereotyped preconceptions; it encourages critical thinking; and it helps students and employees learn to communicate effectively with people of varied backgrounds.
  - 6.5.3 Diversity in the student body and workforce strengthens communities and the workplace. Education within a diverse setting prepares students to become good citizens in an increasingly complex, pluralistic society; it fosters mutual respect and teamwork; and it helps build communities whose members are judged by the quality of their character and their contributions.
  - 6.5.4 Diversity in the student body and workforce enhances America’s economic competitiveness. Sustaining the Nation’s prosperity in the 21<sup>st</sup> century will require us to make effective use of the talents and abilities of all our citizens, in work settings that bring together individuals from diverse backgrounds and cultures.
- 6.6 Achieving diversity on college campuses does not require quotas. Nor does diversity warrant admission of unqualified applicants. However, the diversity we seek, and the future of the nation, does require that colleges and universities continue to be able to reach out and make a conscious effort to build healthy and diverse learning environments appropriate for their missions. The success of higher education and the strength of our democracy depend on it.

**SECTION 7. RESPONSIBILITIES**

- 7.1 All employees, supervisors, committees, councils, and boards making recommendations or decisions for the institution are responsible for supporting and promoting this diversity philosophy.

**SECTION 8. CANCELLATION**

- 8.1 None.

**SECTION 9. REVIEW STATEMENT**

- 9.1 This policy shall be reviewed on a regular basis with a time frame for review to be determined by the President or the President’s designee. Upon such review, the President or President’s designee may recommend to the Board that the policy be amended or repealed.

**SECTION 10. SIGNATURES**

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**Board of Governors Chair** **Date**

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**President** **Date**

**Attachments:** None.

**Distribution:** Board of Governors (12 members)  
www.southernwv.edu

**Revision Notes:** September 2000 – Reformatted policy to the MAP system.  
August 2010 – Revised to reflect current AACC Position Statement on Inclusion.  
July 2015 – Policy reviewed for accuracy and no modifications are needed.

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
MEETING OF AUGUST 18, 2015**

**ITEM:** Request for Approval of Revisions to SCP-1500, *Philosophy, Vision, and Mission of Southern West Virginia Community and Technical College*

**RECOMMENDED RESOLUTION:** *RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of SCP-1500, *Philosophy, Vision, and Mission of Southern West Virginia Community and Technical College*, to Southern's constituents and the Chancellor for Community and Technical College Education for the required 30-day comment period.

**STAFF MEMBER:** Merle Dempsey

**BACKGROUND:**

SCP-1500, *Philosophy, Vision, and Mission of Southern West Virginia Community and Technical College*, was reviewed and approved by the Executive Council and President's Cabinet. Revisions made provide clarity and reflect the addition of the new institutional Vision and Mission Statements adopted by the Board of Governors, the new purpose statement of the Strategic Planning and Financial Review Committee reflected in the current institutional Governance Handbook, and the incorporation of the Institutional Commitments and Core Values into the policy.

Following these reviews, it is recommended that the Board of Governors advance this policy to Southern's constituents and the Chancellor for Community and Technical College Education for the required 30-day comment period.

**SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE  
BOARD OF GOVERNORS  
SCP-1500**

**SUBJECT:** Philosophy, Vision, and Mission of Southern West Virginia Community and Technical College

**REFERENCE:** Institutional Master Plan

**ORIGINATION:** July 1, 1984

**EFFECTIVE:** ~~July 1, 1984~~

**REVIEWED:** ~~September 2010~~ July 2015

**SECTION 1. PURPOSE**

1.1 To formally establish and communicate the philosophy, vision, and mission of the institution.

**SECTION 2. SCOPE AND APPLICABILITY**

2.1 All college constituencies.

**SECTION 3. DEFINITIONS**

3.1 None.

**SECTION 4. POLICY**

4.1 The philosophy, vision, and mission of Southern West Virginia Community and Technical College are generally consistent with similar institutions. However the philosophy, vision, and mission statements are reviewed and revised from time to time; therefore, it reflects the hopes and aspirations of the citizens in the service area as well as College constituents. The Southern West Virginia Community and Technical College Board of Governors and members of ~~program advisory~~ institutional governance committees, as well as, ~~college~~ faculty, students, staff, and administration have all contributed to defining the philosophy, vision, and mission of the College.

4.1.1 Philosophy Statement

4.1.1.1 We believe that all citizens have a right to develop their abilities in accordance with their own chosen goals, and that the College provides the means through which this development may take place. The emphasis of the College is upon people. We believe in people – in their dignity, in their worth as individuals, and in their development.

4.1.1.2 All students in the College are encouraged to take pride in their heritage and, at the same time, to develop an awareness and appreciation of differences that result from our complex society. What distinguishes today’s society from previous history is that constant and rapid change is the rule rather than the exception; and because of changing social and economic conditions, we are committed to the comprehensive approach to higher education, which

emphasizes the changing of programs and services to assist our students in living effective and satisfying lives.

4.1.1.3 Southern is deeply committed to providing quality, affordable, and accessible educational services throughout the area and will, within the resources available, attempt to carry out the mission as effectively as possible.

#### 4.1.2 Vision Statement

~~Southern West Virginia Community and Technical College will be the higher education leader in West Virginia and the region. Southern will provide the leadership necessary to help West Virginia grow and prosper into the twenty-first century. Southern will be the hub around which all education and training/retraining efforts will turn. The College will act as the catalyst for economic development and change in the region. Southern will establish practice partnerships which include education, business, industry, labor, government, and community and cultural organizations, as well as other leaders to achieve regional goals. Southern will become a model of academic excellence, scholarship, creativity, innovation, and cooperation impacting the educational opportunities and economic growth of the region. Southern aspires to establish itself as a model of leadership, academic excellence, collaboration, and occupational training, equipping its students with the tools necessary to compete and prosper in the regional and global economies of the twenty-first century.~~

#### 4.1.3 Mission Statement

~~It is the mission of Southern West Virginia Community and Technical College to provide accessible, affordable, quality education and training while promoting lifelong learning for those we serve. Southern West Virginia Community and Technical College provides accessible, affordable, quality education and training that promote success for those we serve.~~

##### 4.1.3.1 Institutional Commitments

As a comprehensive community and technical college, Southern is committed to providing:

4.1.3.1.1 Developmental and pre-college level education for those who lack the necessary academic background for direct entry into college-level courses.

4.1.3.1.2 Programs of study leading to the associate in arts and the associate in science degrees, which can be effectively transferred and applied toward the baccalaureate degree.

4.1.3.1.3 Programs of study in career and technical fields leading to a skill-set certification, certificate degree and/or the associate in applied science degree for entry into the workforce.

4.1.3.1.4 Workforce development, continuing education and training programs that support the needs of employees and employers and serve as a mechanism for economic development.

4.1.3.1.5 Support services that assist students in achieving their education and training goals.

4.1.3.1.6 Community interest programs and activities that promote personal growth and

cultural enrichment.

4.1.4 Our Core Values

We will accomplish our mission by:

4.1.4.1 Achieving excellence in education and service.

4.1.4.2 Exhibiting integrity in all that we do.

4.1.4.3 Collaborating and communicating actively with others.

4.1.4.4 Imparting passion and compassion to our every task.

4.1.4.5 Leading by encouragement and support of lifelong learning.

4.1.4.6 Embracing change through bold actions.

4.1.4.7 Being creative and innovative at all levels.

4.1.4.8 Initiating opportunities for the community.

4.1.4.9 Celebrating success.

**SECTION 5. BACKGROUND OR EXCLUSIONS**

5.1 None.

**SECTION 6. GENERAL PROVISIONS**

6.1 The College has a systematic and inclusive process for the development and review/update of the Institution's vision, and mission, statements and core values. This process is integrated in part within the College's strategic planning process guided by the institution's commitment to shared governance. were developed by The Strategic Planning and Financial Review Committee which comprises of individuals representing all internal constituencies at the College membership from across the institution representing every college constituency are charged with the development and review of the strategic planning process and plan. As part of the College's Strategic Plan, the statements vision, mission, and core values are reviewed and recommendations for change or modification are submitted through the College Governance System to the President for recommendation to the approved by the institutional Board of Governors for final approval and adoption.

**SECTION 7. RESPONSIBILITIES AND PROCEDURES**

7.1 Employees are expected to understand the philosophy and support the vision, ~~and mission,~~ and core values of the College. The vision, ~~and mission,~~ statements and core values will be reviewed annually by the Strategic Planning and Financial Review Committee.

**SECTION 8. CANCELLATION**

8.1 Chapter 29A-2, Series I, Policy Statement on Philosophy and Mission, Effective 7/1/1984.

**SECTION 9. REVIEW STATEMENT**

9.1 This policy shall be reviewed on a regular basis with a time frame for review to be determined by the President or the President’s designee. Upon such review, the President or President’s designee may recommend to the Board that the policy be amended or repealed.

**SECTION 10. SIGNATURES**

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**Board of Governors Chair**                      **Date**

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**President**    **Date**

**Attachments:**                      None.

**Distribution:**                      Board of Governors (12 members)  
www.southernwv.edu

**Revision Notes:**                      September 2010 – Revisions reflect no substantial changes in procedure or documentation requirements, but provide clarity. Includes the new institutional Mission Statement approved by the Board of Governors June 22, 2010. This policy was reformatted using the latest policy template.

July 2015 – Revisions provide clarity and reflect the addition of the new institutional Vision and Mission Statements adopted by the Board of Governors, the new purpose statement of the Strategic Planning and Financial Review Committee reflected in the current institutional Governance Handbook, and the incorporation of the Institutional Commitments and Core Values into the policy.