

**Southern West Virginia Community and Technical College
Board of Governors Presidential Evaluation Review Committee
Meeting of September 25, 2017
10:00 a.m.
2900 Dempsey Branch Road, Room 442-C, Mount Gay, WV**

AGENDA

1. Call to Order Mr. Howard Seufer
Committee Chair

2. Approval of August 30, 2017 Meeting Minutes
3. Possible Executive Session Under the Authority of WV Code §6-9A-4(b)2A regarding
for the following:
 - 3.1 President's Evaluation

4. Adjournment Chair Seufer

Committee Members
Howard E. Seufer, Jr., Chair
Will Alderman
Melissa Deskins
Jada Hunter
Mason White
Wilma Zigmond

**Southern West Virginia Community and Technical College
Board of Governors
Presidential Evaluation Review Ad Hoc Committee
Meeting of August 30, 2017
1:00 p.m.
2900 Dempsey Branch Road, Building C, Room 442
Mount Gay, West Virginia**

DRAFT MINUTES

Board Members Present: Howard E. Seufer, Jr., Chair; Will Alderman, Faculty Representative; Melissa Deskins, Classified Staff Representative; Jada Hunter (by phone), Mason White, Wilma Zigmond

Board Members Absent: None

College Staff Present: Emma Baisden, Recorder

1. Call to Order

Chair Howard Seufer declared a quorum present and convened the meeting at 1:00 p.m.

2. Possible Executive Session Under Authority of WV Code §6-9A-4(b)2A regarding Personnel

Chair Seufer called for a motion to enter into Executive Session under the authority of WV Code §6-9A-4 to discuss the following: Presidential Evaluation Orientation, Legislative Rule, Series 5, *Employing and Evaluating Presidents*, Presidential Evaluation Tool, Presidential Review Process Timeline, and On-site Review Itinerary.

Dr. Mason White made a motion to enter into Executive Session for the purpose of discussing the Presidential Evaluation tools and processes. Mr. Will Alderman seconded the motion. The motion carried unanimously. Executive Session began at 1:05 p.m.

Chair Seufer called for a motion to conclude Executive Session and return to the regular meeting. Mr. Alderman made a motion to conclude Executive Session and return to the regular meeting. Dr. White seconded the motion. The motion carried unanimously. The regular meeting convened at 1:55 p.m.

3. Recommendation of Presidential Evaluation Tool

Ms. Wilma Zigmond made a motion to adopt the Presidential Evaluation Tool. Mr. Alderman seconded the motion. The motion carried unanimously.

Chair Seufer called for a motion to approve the Presidential Review Process Timeline and On-site Review Itinerary subject to amendment of the dates on the timeline of August 28 to August 30 and October 12 to October 11. The Committee will meet at 10:00 a.m. on September 25, 2017, and at 9:00 a.m. on October. The date of the On-site review may be September 18 or 19 depending on the availability of the interactive classrooms college-wide. Mr. Alderman motioned to adopt the evaluation tools as amended. Ms. Zigmond seconded the motion. The motion carried unanimously. Chair Seufer declared the motion approved and the Presidential Evaluation Tools adopted.

4. Adjournment

There being no further business, Ms. Zigmond made a motion to adjourn the meeting. Mr. Alderman seconded the motion. The motion carried unanimously. The meeting adjourned at 2:00 p.m.

Howard E. Seufer, Jr., Chair

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

DRAFT