2018 - 2019 Governance Day Meeting Calendar

1.	All employees work a traditional 5-day work schedule during the weeks that Governance Day occurs.
2.	Each employee works his/her scheduled hours as determined by the immediate supervisor Monday through Thursday, and all employees will report from 8:00 A.M. to 4:30 P.M. on the Friday of the week of Governance Day.
3.	Schedules shall be adjusted for any employee who has work hours required on Saturday or Sunday.
4.	An employee not involved in one of the committee meetings scheduled during the morning hours of Governance Day are expected to report to his/her home campus at 8:00 A.M.. Employees not involved in a governance committee shall be provided with sufficient travel time to allow for arrival at the Logan Campus by 12:00 Noon on each Governance Day.
5.	In accordance with SAA-1000, C#-1213, Governance Day Scheduling and Cancellation, All full-time employees who have emergencies and are unable to participate in "All Governance Day" sessions must seek permission from the President of Southern West Virginia Community and Technical College to be excused, and send a copy of the request to his/her immediate supervisor. Full-time classified and non-classified employees who are excused from Governance Day activities by the President are required to charge absences from work to annual or sick leave as appropriate. A Leave Request must be completed and approved by the immediate supervisor.

Friday, September 21, 2018	
8:00 A.M. - 9:15 A.M.	Academic Assessment Committee Strategic Planning and Financial Review Committee
9:30 A.M. - 10:45 P.M.	Curriculum and Instruction Committee Facilities and Safety Committee Technology Committee Student Government Association Advisory Committee
11:00 A.M. - 12:15 P.M.	Distance Education Committee Faculty Senate Student Success Committee
12:15 P.M. - 4:30 P.M.	Introduction of New Employees General Meeting Professional Development / Training / Other Topics Academic / Unit Meetings
Friday, November 30, 2018	
8:00 A.M. - 9:15 A.M.	Curriculum and Instruction Committee Facilities and Safety Committee Technology Committee Student Government Association Advisory Committee
9:30 A.M. - 10:45 A.M.	Distance Education Committee Faculty Senate Student Success Committee
11:00 A.M. - 12:15 P.M.	Academic Assessment Committee Strategic Planning and Financial Review Committee
12:15 P.M. - 4:30 P.M.	Holiday Luncheon / General Meeting Professional Development / Training / Other Topics Academic / Unit Meetings

2018 - 2019 Governance Day Meeting Calendar

Friday, February 22, 2019	
8:00 A.M. - 9:15 A.M.	Distance Education Committee Faculty Senate Student Success Committee
9:30 A.M. - 10:45 A.M.	Academic Assessment Committee Strategic Planning and Financial Review Committee
11:00 A.M. - 12:15 P.M.	Curriculum and Instruction Committee Facilities and Safety Committee Technology Committee Student Government Association Advisory Committee
12:15 P.M. - 4:30 P.M.	Introduction of New Employees General Meeting Professional Development / Training / Other Topics Academic / Unit Meetings
Friday, April 26, 2019	
8:00 A.M. - 9:15 A.M.	Academic Assessment Committee Strategic Planning and Financial Review Committee
9:30 A.M. - 10:45 A.M.	Curriculum and Instruction Committee Facilities and Safety Committee Technology Committee Student Government Association Advisory Committee
11:00 A.M. - 12:15 P.M.	Distance Education Committee Faculty Senate Student Success Committee

12:15 P.M. - 4:30 P.M.	Employee Recognition
	General Meeting
	Division / Unit Meetings
	Elections as need for:
	   • Advisory Council of Faculty
	   • Advisory Council of Classified Staff
	   • Board of Governors Representatives
	   • Classified Staff Council, Chair
	   • Shared Governance Committee Representatives

President's Cabinet
Approved 05/08/2018