

**Southern West Virginia Community and Technical College  
Board of Governors  
Meeting of October 30, 2017  
6:00 p.m.  
2900 Dempsey Branch Road, C-428  
Logan, West Virginia and by Teleconference**

**MINUTES**

**Board Members Present:** Howard Seufer, Jr., Chair; Glenn Yost, Vice Chair (by phone); Raamie Barker, Secretary; Will Alderman, Faculty Representative; Melissa Deskins, Classified Staff Representative; Kevin Hill, Jada Hunter, Randal Johnson, Student Representative; Latisha Marcum, Kevin Zachary, Wilma Zigmond

**Board Members Absent:** Mason E. White

**College Staff Present:** Robert Gunter, President; Samuel Litteral, Allyn Sue Barker, Damien Williams, Charles Puckett, Lisa Redmiles, Tim Ooten, Bill Alderman, Russell Saunders, Rebecca Ferris, Carol Howerton, Tom Cook, Susan Baldwin, Beverly Slone, Lillie Teeters, Brandie Davis, Rita Roberson, Chris Gray, Patricia Miller, Anne Cline, Kimberly Hensley, Stephanie Mounts, Joe Nelson, Randy Skeens, Emma Baisden (Recorder)

**Community:** Tanya Gunter, Don Roberson, Heather Thompson

**1. Call to Order**

Board of Governors Chair, Howard Seufer, declared a quorum present and convened the meeting at 6:00 p.m.

**2. Introduction of New Board Member**

Chair Seufer introduced and welcomed the newly elected Student Representative to the Board of Governors, Randal Johnson. Randal lived in Lincoln County, West Virginia until 1989, when his family moved to the Outer Banks of North Carolina. He is a 1994 graduate of Manteo High School in Manteo, NC, and moved back to Lincoln County, WV in 1998. Randal is a student in the Information Technology program at Southern's Logan Campus. He is scheduled to graduate in December 2017 with an Associate in Applied Science degree in Information Technology, and sit for certifications in PC PRO, Network Pro, and Server Pro. Randal and his wife, Delores, reside in Morrisvale, Boone County, West Virginia.

**3. Oath of Office**

Chair Seufer informed Board members that Mr. Johnson had been issued the Oath of Office prior to this evening's Board meeting.

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

Chair Seufer called for public sign-up for comments to the Board. Four signatures were recorded for comment: Melinda Saunders, Agenda Item 11, President's Performance Evaluation; Lisa Redmiles, Topic not on the meeting agenda - concerning BOG members expired terms; Charles Puckett, Agenda Item 11; Anne Cline, Agenda Item 11, President Gunter's Performance Evaluation.

Chair Seufer called Melinda Saunders to the podium to address the Board.

Ms. Melinda Saunders offered written comments for consideration by the Board and entry into the record for President Gunter's evaluation (Addendum 1). "From the level of interest expressed today, it should be obvious this is widely considered an issue critical to the future success of Southern. I have tried very hard to address my written comments to identified elements of the President's job description supported by specific incidents of conduct, behaviors and outcomes I believe to be reflective of his performance in those areas. What I have chosen not to address in my comments is the near toxic atmosphere that currently exists between the tight circle of President Gunter's administration and the remainder of the Southern community. This atmosphere infects with distrust every interaction between the President and the rest of the College. The most recent effort to conduct his evaluation meeting with less than the required legal notice brings to mind. I find it unnecessary and even burdensome to offer other specific examples of this atmosphere because it so pervasive within the College, uh, that an ever lengthening roster of names attests to its existence. Dr. Teachman, Dr. Dilbeck, and if President Gunter's statements are to be believed, me. Despite no formal or informal discipline or criticisms of my work performance of any kind. Despite my long history of selfless service to the College on matters far exceeding those confined within the four corners of my job description. Despite my fruitless efforts to compel compliance by this administration with some very basic procedural due processes that have long existed for the protection of the workforce, President Gunter has made his intention known to terminate my employment in the event that his contract is renewed. I have chosen to limit my comments regarding President Gunter to specific staple of conduct reflective in his substandard and ineffectual performance under distinct and identified elements of his job description. Neither Dr. Teachman nor Dr. Dilbeck received similar courtesy from President Gunter. I have no doubt he will be no more generous or fair with me, but I have too much invested to give up without a fight. My experience has not been unique. Thank you for your consideration."

Chair Seufer called Lisa Redmiles to the podium to address the Board. "Thank you for letting me speak. What I wanted to speak about is the fact that it has been brought to my attention that three of the Board members have not had renewed, their terms have expired, and their terms have not been renewed, and that one Board member is on her, has past her, has exceeded two consecutive terms which is, uh, is against the state, state standards or protocol. And I ask the question, are you going to notify the Governor that three Board members terms have expired?"

Charles Puckett was called to the podium to address the Board. "I would like to talk about, uh, we have our agenda of faculty accolades and accolades of our faculty, of what we have done, is we've, our faculty have built the best co-requisite model of developmental education, and numbers put this up are currently having 58% as the latest numbers has developmental students passing a first level math class and traditionally it hung around 16% so we are encouraging and do well for our students. And we hear advice that our President wants to dismantle this particular system, something that is working for our students and it's brought our retention rate of our College which the most recent report I have is 56% which is greater than any community and technical college they have in West Virginia. That is quoting the West Virginia Report Card. My most recent one is the year of 2016. Our co-requisite model I do think that builds retention and I think that is getting us a higher rate of

degrees actually granted by our College. And that comes down to the confidence of our faculty and I don't understand why you would want to take apart something that works."

Chair Seuffer called Anne Cline to the podium to address the Board. "Thank you for letting me speak. I am the current chair of the Assessment Committee here at Southern, and I am addressing Dr. Gunter's performance review. I believe his primary duty to this institution is to maintain Southern as an accredited institution going forward. I believe that he has put us on a path to jeopardize future accreditation processes, and I don't believe that he has addressed the concerns of this in his communications with us adequately. We were not concerned with the 2017 Assurance Argument of which many of us participated in. We're afraid for the future accreditation processes leading up to our main visit. There are issues involving discrepancies in policy, the possible misuse of policies, it is not transparent and it does not contribute to the favorable environment of the College as a whole including the dismissal of anonymous comments as part of this review process. I have seen a comparison of President Tomblin's 2012 review process and Dr. Gunter's and the tone and the wording and the, uh, nature of it is vastly different. And these concerns are not being addressed properly or satisfactorily. We simply wish to be heard. There is a lack of trust overall. Thank you."

**5. Academic Accolades**

Ms. Susan Baldwin, Faculty Senate Chair, provided the following remarks to the Board.

"This time last year I would have never dreamed that would be in the situation that we find ourselves in tonight. We had just hired our new academic vice president who we had complete confidence in and although we were shocked and saddened that our long time friends and colleagues were leaving us, we were excited to be in the process of hiring new academic chairs. We had finalized our academic pathway models for students' easy transfer to four-year schools, had established a relationship with the University of Pikeville where our students were guaranteed entrance into their optometry school which offers a prescribed curriculum, our co-curricular model was gathering more and more statewide recognition because of its continuing successes, our tutoring center was a rousing success competently serving students on every campus, our faculty teams were meeting independently to ensure that delivery and content were consistent across the board, and that our HLC assessment efforts were embedded in each course. Our courses were seamlessly transferring to other schools at a higher rate than any other community and technical college, except for Pierpont. Our allied health programs continue to have unparalleled successes, and our career and technical programs were on an upswing. We were quickly and competently heading in a positive direction. However, upon return from Summer, the climate changed and it was obvious that our new academic vice president and the new Chair for Arts and Sciences were no longer in favor of the administration. In order to show our support, the faculty assembly voted to then extend a full vote of confidence to our AVP and three new Chairs. We were not allowed to present this vote to the Board, and ultimately, our second academic vice president in as many years, was fired. Even in turmoil though, our faculty continue to excel. Although it had become obvious our co-curricular math model, not the identical English one, was not an administration favorite. Chair Saunders was invited to, uh, by the Chancellor's Office and others no fewer than a half dozen times to present our model to others across the state as a positive example. Recently, we were informed that our co-requisite College Algebra course was one of only

two in the entire state approved for full transfer to a four-year school to be used as an actual prerequisite course as opposed to a general transfer one.

Now, with regards to our math model, as a lifelong fearer and yet hater of math, I understand the angst. I understand when people, especially those around my age, old, say that I am successful and all I know is basic math. That's all anyone needs. That may be true for us old folks because we truly do understand basic math. Many of today's students do not have that luxury. For example, I have had to show students how to use a ruler. Many cannot take a list of decimals and properly arrange them from least to greatest. Many do not know their multiplication facts, and while some know that  $7 \times 5$  is 35, they cannot reason that  $35/7$  is 5. They do not know that -1 on the number line is greater than -50. They have no concept of place values. They cannot multiply or divide multi-digit numbers without a calculator. They cannot do standard decimal operations without a calculator. They cannot perform fraction operations without a calculator. They cannot find simple percentages. They cannot understand that  $\frac{1}{2}$ ,  $\frac{5}{10}$ , and 50% are the same quantity. They cannot make change. The list goes on. As you can see, we are not reinventing the wheel, or expecting our students to learn anything other than these basic math skills. We are using this model to try to make sure these students have a greater chance of passing college level math courses within the first year as opposed to what happened in previous models. Are we 100% successful? Absolutely not. However, we are brazing the gap faster than any of the others in this state in the same situation. One of the members of this administration recently mentioned that since people fail our math courses, it must be the fault of the instruction. Which instructors? The ones who had 13 years to teach these students' basic math skills, or the ones who had 15 weeks? Blaming the failures of our system on any one teacher or set of teachers is counterproductive. This model is working and is an example of how we are striving to fulfill Statements 1 and 2 of Southern's Mission Statement. Statement 1 states that we will provide developmental and pre-college level education for those who lack the necessary academic background for direct entry into college-level courses. And Statement 2 states that we will provide 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. If these statements are no longer a priority of this institution, shame on us. I hope that all of us here tonight can remember who we are here for, our students and our community. Southern is it. We are all we have. Thank you."

## 6. President's Report

- 6.1 President Gunter informed Board members that Mr. Randy Skeens, Director of Logan Campus Operations, would retire on November 1, 2017. He recognized Mr. Skeens for his longevity and dedicated service to Southern.
- 6.2 Through the work of many individuals, the Assurance Argument was pulled together submitted for review by its due date of October 2, 2017. The Higher Learning Commission assigned a team of three individuals to review Southern's document and the evidence provided in its support. President Gunter was contacted by Dr. Jonah Rice, Assurance Argument Review Team Chair, with a request for clarification and additional documentation. These requests are intended to give Southern the opportunity to demonstrate compliance and alleviate any team questions regarding our Assurance Argument since the last team on-site visit 48 months ago.

- 6.3 Dr. Casey Sacks, Community and Technical College System Vice Chancellor, is in the process of reviewing Southern's co-requisite model. She will prepare and present a full report to the Board of Governors at its December 12, 2017 meeting.
- 6.4 The Logan Campus Student Services area renovation project is approximately 99% complete. President Gunter has charged Ms. Rita Roberson, Williamson Campus Director of Operations, with the renovation of the basketball court to begin intramural sports. Bids have been released for the heating and cooling system in Building B, Logan Campus.
- 6.5 President Gunter called on Ms. Carol Howerton, Associate Vice President for Academic Affairs, to provide an update on grants and significant activities. He asked Mr. Bill Alderman, Chair for the School of Career and Technical Studies, to provide the Board with an update on our community college entrepreneur partnerships.

**7. Financial Report**

Vice President for Finance and Administration, Samuel Litteral, provided the financial report dated September 30, 2017 to Board members. He reviewed restricted, unrestricted, and auxiliary revenues and expenditures for the period. Mr. Litteral informed Board members that revenues are above 25%. Twenty percent of state appropriations are received within the first three months of the fiscal year which began July 1, 2017. Vice President Litteral informed the group that his office has completed and submitted Southern's financial audit, and he received e-mail confirmation from Dr. Ed Magee, Vice Chancellor for Finance for the West Virginia Higher Education Policy Commission, that all higher education institutions completed and submitted their financial audits by the due date. Mr. Litteral stated that Southern employees should see a 3% increase on their November 10<sup>th</sup> paychecks.

**8. Workforce and Community Development Office Report**

Ms. Allyn Sue Barker, Vice President for Workforce and Community Development, presented a PowerPoint presentation to Board members highlighting activities, actions, and projects of the Unit. The Community and Workforce Development Unit consists of three departments – Academy for Mine Training and Energy Technologies; Community and Leadership Development; and Workforce and Continuing Education. The Unit is committed to supporting the needs of employees and employers. It serves as a mechanism for economic development in the region by offering continuing education, non-academic credit courses, customized training programs to expand and upgrade workplace skills, and to provide community interest programs and activities which promote personal growth and cultural enrichment. Vice President Barker provided Board members with Workforce Development data for FY2013 - FY2017, and the 2017-2018 Unit Goals.

**9. Action Items:**

**9.1 Request for Approval of August 22, 2017 Board Meeting Minutes**

**MOTION:** Wilma Zigmond moved to accept the meeting minutes as presented.

**ACTION:** Glenn Yost seconded the motion. The motion carried unanimously. Chair Seuffer declared the motion adopted and the minutes approved.

**9.2 Request for Final Approval by Board of Governors and Submission to Chancellor**

**9.2.1 SCP-1000, *Manuals, Announcements, and Policies (MAP) Development System***

**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-1000, *Manuals, Announcements, and Policies (MAP) Development System* and Attachments A, B, C, and D, for submission to the Chancellor for Community and Technical College Education following the required 30-day comment period.

**ACTION:** Wilma Zigmond seconded the motion. The motion carried unanimously. Chair Seufer declared the motion adopted and the policy approved.

**9.2.2 SCP-2156, *Drug and Alcohol Policy***

This policy pertains to the misuse of drugs or alcohol on the premises of Southern, not brewing for academic use.

**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-2156, *Drug and Alcohol Policy* for submission to the Chancellor for Community and Technical College Education for final approval following the required 30-day public comment period.

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

**9.2.3 SCP-2165, *Educational Release Time for Classified Employees***

**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-2165, *Educational Release Time for Classified Employees*, for submission to the Chancellor for Community and Technical College Education for final approval following the required 30-day public comment period.

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

**9.2.4 SCP-4000, *Basic Guidelines and Standards for Admissions***

**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-4000, *Basic Guidelines and Standards for Admissions*, for submission to the Chancellor for Community and Technical College Education for final approval following the required 30-day public comment period.

**ACTION:** Kevin Hill seconded the motion. The motion carried unanimously. Chair Seufer declared the motion adopted and the policy approved.

**9.2.5 SCP-5100, *Disposition and Sale of Surplus/Excess Property***

**MOTION:** Randal Johnson moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant approval of SCP-5100, *Disposition and Sale of Surplus / Excess Property* for submission to the Chancellor for Community and Technical College Education for final approval following the required 30-day public comment period.

**ACTION:** Glen Yost seconded the motion. The motion carried unanimously. Chair Seufer declared the motion adopted and the policy approved.

**9.3 Request for Approval to Release for 30-day Public Comment Period**

**9.3.1 SCP-1435, *Inclement Weather and Emergency Situations***

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of SCP-1435, *Inclement Weather and Emergency Situations*, to Southern's constituencies and the Chancellor for Community and Technical College Education for a thirty-day comment period.

**ACTION:** Wilma Zigmond seconded the motion. The motion carried unanimously and Chair Seufer declared the motion adopted.

**9.3.2 SCP-2360, *Holidays***

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of the aforementioned policy to Southern's constituencies and the Chancellor for Community and Technical College Education for a thirty-day comment period.

**ACTION:** Kevin Hill seconded the motion. The motion carried unanimously and Chair Seufer declared the motion adopted.

**9.3.3 SCP-3100, *Full-time Faculty Responsibilities for Academic Advising of Students***

**MOTION:** Latisha Marcum moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of the aforementioned policy to Southern's constituents and the Chancellor for Community and Technical College Education for the required 30-day comment period.

**ACTION:** Wilma Zigmond seconded the motion. The motion carried unanimously and Chair Seufer declared the motion adopted.

**9.3.4 SCP-3201, *Challenging a Course/Credit by Examination***

**MOTION:** Kevin Hill moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of the aforementioned policy and its attachments to Southern's constituents and the Chancellor for Community and Technical College Education for the required 30-day comment period.

**ACTION:** Randal Johnson seconded the motion. The motion carried unanimously and Chair Seufer declared the motion adopted.

**9.3.5 SCP-4192, *Administrative Withdrawal and Administrative Drop of Students***

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

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant approval for the distribution of SCP-4192, *Administrative Withdrawal and Administrative Drop of Students*, to Southern's constituents and the Chancellor for Community and Technical College Education for the required 30-day comment period.

**ACTION:** Kevin Zachary seconded the motion. The motion carried unanimously and Chair Seufer declared the motion adopted.

**9.4 Request for Approval to Discontinue the Homeland Security and Emergency Service Associate in Applied Science Degree Program**

**MOTION:** Will Alderman moved the adoption of the following resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors grant approval of the discontinuance of the Homeland Security and Emergency Services, Associate in Applied Science Degree Program, in

accordance with the West Virginia Council for Community and Technical College Education, Title 135 Procedural Rule, Series 11, *Degree Designation, General Education Requirements, New Program Approval, and Discontinuance of Existing Programs*.

**ACTION:** Kevin Zachary seconded the motion. The motion carried unanimously, and Chair Seufer declared the motion adopted.

**10. Vice President for Academic Affairs Vacancy (Possible Executive Session Under the Authority of WV Code §6-9A-4(b)2A)**

Wilma Zigmond moved that the Board of Governors enters an Executive Session pursuant to West Virginia Code §6-9A-4-2b to discuss personnel and management issues. Melissa Deskins seconded the motion that carried unanimously. Chair Seufer declared the motion adopted and Board then met in an Executive Session at 7:29 p.m. Following the discussion, at 8:06 p.m., Jada Hunter moved the Board rise from Executive Session. Wilma Zigmond seconded the motion which was unanimously approved. The Board took no votes nor made any decisions during the Executive Session. No action was taken as a result of the Executive Session.

Chair Seufer called for a 5-minute recess of the Board at 8:07 p.m. Chair Seufer called the Board back to order at 8:15 p.m.

**11. President's Performance Evaluation as required by Title 135, Legislative Rule, Series 5, Employing and Evaluating Presidents, §§135-5-5 (Possible Executive Session Under the Authority of WV Code §6-9A-4(b)2A)**

**12. President's Contract and Salary (Possible Executive Session Under the Authority of WV Code §6-9A-4(b)2A)**

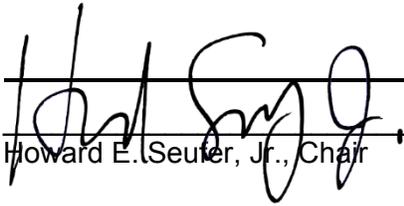
Chair Seufer stated he would entertain a motion for the Board to enter into Executive Session to discuss agenda items 11 and 12. Wilma Zigmond moved that the Boards of Governors enter an Executive Session pursuant to West Virginia Code §6-9A-4-2b to discuss personnel and management issues. Melissa Deskins seconded the motion that carried unanimously. Chair Seufer declared the motion adopted and Board then met in an Executive Session at 8:16 p.m. Following deliberations, Kevin Hill moved the Board rise from Executive Session and reconvene in Open Session at 9:52 p.m. Wilma Zigmond seconded the motion which carried unanimously. The Board took no votes nor made any decisions during the Executive Session.

**Actions Emanating from Executive Session:**

Based upon discussions in the Executive Session, the Board reconvened in an open session at 9:54 p.m. and took the following actions:

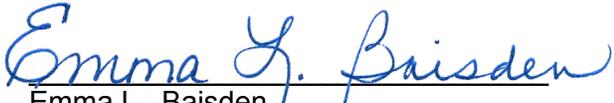
1. Wilma Zigmond moved that the Board of Governors adopts the report of the Presidential Review Committee. Kevin Hill seconded the motion. Voting Aye: Barker, Deskins, Hill, Hunter, Johnson, Marcum, Yost, Zachary, Zigmond (9). Voting No: Alderman (1); Abstain: None (0). The motion carried with nine (9) members voting in favor and one

- (1) against. Chair Seufer declared the motion approved.
2. Jada Hunter moved that the Board of Governors approves a 4.5-year contract for Dr. Gunter to take effect upon the expiration of his current contract on December 31. Melissa Deskins seconded the motion. Chair Seufer stated that it was midyear at the time of President Gunter's initial hire. The Board was advised by the Chancellor for Community and Technical College Education that upon renewal, a new contract should end on June 30. The 4.5-year contract is to place President Gunter on the same schedule as all other community and technical college presidents. Voting Aye: Barker, Deskins, Hill, Hunter, Johnson, Marcum, Yost, Zachary, Zigmond (9). Voting No: Alderman (1); Abstain: None (0). The motion carried with nine (9) members voting in favor and one (1) against. Chair Seufer declared the motion approved.
  3. Kevin Zachary motioned for the terms and conditions of Dr. Gunter's new contract be the same as in his current contract, including his annual transportation allowance, except that his base salary be set at \$157,864. Latisha Marcum seconded the motion. Voting Aye: Barker, Deskins, Hill, Hunter, Johnson, Marcum, Yost, Zachary, Zigmond (9). Voting No: Alderman (1); Abstain: None (0). The motion carried with nine (9) members voting in favor and one (1) against. Chair Seufer declared the motion approved.
  4. Wilma Zigmond motioned that the Board of Governors Chair is authorized to submit to the Chancellor and Chair of the West Virginia Council for Community and Technical College Education the Presidential Review Report, and the contract terms for Dr. Gunter's new contract, that were approved by the Board at this meeting. Melissa Deskins seconded the motion. Voting Aye: Barker, Deskins, Hill, Hunter, Johnson, Marcum, Yost, Zachary, Zigmond (9). Voting No: Alderman (1); Abstain: None (0). The motion carried with nine (9) members voting in favor and one (1) against. Chair Seufer declared the motion approved.
  5. Wilma Zigmond motioned that the Board of Governors Chair is authorized to execute on behalf of the College a contract with Dr. Gunter that reflects the action the Board has just taken, or such other terms as may be ordered by the West Virginia Council for Community and Technical College Education. Melissa Deskins seconded the motion. Voting Aye: Barker, Deskins, Hill, Hunter, Johnson, Marcum, Yost, Zachary, Zigmond (9). Voting No: Alderman (1); Abstain: None (0). The motion carried with nine (9) members voting in favor and one (1) against. Chair Seufer declared the motion approved.
- 13. Adjournment**  
There being no further business, Raamie Barker made a motion to adjourn the meeting. Glenn Yost seconded the motion. The motion carried and the meeting adjourned at 10:00 p.m. The next Board meeting is scheduled for 6:00 p.m. on December 12, 2017 and will be held in Building C, Room 428, at Southern's Logan Campus.



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Howard E. Seuter, Jr., Chair



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

OFFICIAL  
Approved 12-12-2017

Melinda Saunders  
Chair for the School of Arts and Sciences  
Southern West Virginia Community and Technical College  
9-14-2017

Mr. Howard E. Seufer, Jr., Chair  
Board of Governors Presidential Review Committee  
P.O. Box 2900  
Mt. Gay, WV 25637

Dear Mr. Howard E. Seufer, Jr., Chair  
Board of Governors Presidential Review Committee:

In response to the solicitation for written comments concerning the initial evaluation of President Robert Gunter's leadership as evaluated on the President's goals as approved by the Board of Governors, I submit the following:

**1.1 Assess and adhere to Southern's commitment toward student success by actively engaging the institutional mission to provided accessible., affordable, quality education and training.**

Fall 2018 semester courses in my area of responsibility opened in chaos due to last-minute, previously unannounced changed in long-standing policies. On the second day of the first week of the semester, I was informed through a series of emails from President Gunter, Sam Litteral, and Carol Howerton that part-time personnel who were employed as part-time tutors and part-time instructors would not be permitted to hold both roles. I was instructed by President Gunter and Sam Litteral to choose which role each employee would be allowed to have and communicate my plan by the end of the day. This was a departure from procedure from the previous semester and created significant problems for administration. In the past, two employees have held both roles. The lack of timely notification resulted in an inability to effectively to serve our students. The absence of any coherent explanation for the change in policy also may have had an effect on the employees. Multiple sections of math courses were covered by different instructors at each meeting during the first two weeks of the semester. This is only one example of a failure to communicate a change in previously acceptable procedures for staffing that has directly impacted the institution's mission to provide quality education to the students.

That same week, President Gunter also informed me that, because her job isn't to teach but to tutor, the program coordinator of the learning lab would not be allowed to follow the alternate work schedule which has historically allowed her to teach a class prior to the start of her work day. This arrangement to benefit both the program coordinator and our students had been approved previously and its elimination directly impacts the ability of the learning lab to meet the needs of students. No notice or explanation was given prior to the start of the semester that would have allowed for time to discuss the issue and consider alternate staffing solutions. While it is certainly within the President's province to make these kinds of staffing adjustments, I address this issue to point out it is the lack of timely communication and the total absence of any explanation for a change in procedure that negatively impacted the ability to provide accessible and quality education to students.

Over the past two years, turnover of faculty in the School of Arts and Sciences has been hovering around 20% for each academic year. It seems securing quality, credentialed personnel has become increasingly challenging under President Gunter's administration. As one example, the English faculty position at Wyoming Campus remained unstaffed until the start of week three of classes. Three successive candidates declined the offer of the position during the week prior to the start of class. Candidates for the position who declined cited the refusal of any negotiation on the base salary offering of \$31,533 for this position. I have asked human resources to test this salary range against the market of CTC's against which we compete; unfortunately, human resource personnel have not responded to my requests for this information. With no information on how this salary relates to other positions at Southern or the other CTCs with which we compete for talent, we have no leverage to negotiate to fill these positions. The ability to secure highly credentialed faculty in a timely manner in for the School of Arts and Sciences seems to have declined dramatically over the past two years.

**1.1.4 Establish a campus atmosphere that provides for the development of the individual in a supportive atmosphere.**

At times and for no apparent reason, President Gunter's approach has seemed dictatorial and unreasonably unsupportive. When one of Southern's full-time faculty resigned to accept a position out of state, she agreed to continue serving Southern as a part-time faculty assigned to teach two online courses. She asked three separate individuals in her chain of command and with authority over the issue if she could continue to use her Southern-issued laptop for a couple of weeks while she continued her part-time work and until she assumed her duties at her new institution. She received specific approval from

each person since Southern had regularly allowed part-time faculty to use a loaner laptop. On the second day of the first week of class, I received an email from Dr. Gunter directing me to collect the laptop from the part-time faculty and return it to the institution by the end of the week (Thursday). Subsequent emails included, "Wasn't asking for conditions or past errors. I didn't leave my request as a maybe...the process was done incorrectly and I want the computer back at Southern as quickly as possible." Despite the consistency with past practice and the obvious benefit to Southern in this part-time employee retaining temporary use of the computer, President's Gunter's manner of communication was dictatorial and unsupported by reasons rather than supportive or collegial.

**1.1.7 Promote curricular development and change, including academic degree programs, workforce development and non-credit community and continuing education, as well as essential learner support services, in response to the needs and interest of students, employers, and citizens within the College district.**

**1.1.4 Establish a campus atmosphere that provides for the development of the individual in a supportive environment.**

President Gunter reassigned the personnel associated with the learning lab (tutoring center) from the School of Arts and Sciences to the Student Services unit without adequate consideration of the impact of that reorganization or sufficient preparation for a smooth transition. Notice of the change was communicated through carbon copy of the memorandum notifying learning lab personnel of the change. The notice was sent only through hard copy on the morning of **August 29, 2017**. The effective date of the change was **August 30, 2017**. My area of responsibility has included supervision of tutoring center/learning lab activities and personnel since its inception at the start of the TAACCCT3 grant three years ago through the grant's conclusion and subsequent support through institutional and Perkins funding; I am professionally and personally invested in the continued success of this particular project. With no advance notice, discussion or planning for the transition, I have observed and been told of problems that could have been easily avoided. This lack of communication and ability to provide input into changes in the governance structure demonstratives a lack of commitment to 1.1.4 and 1.1.7.

**2.8 Assure organization changes are reflected in the Governance and Strategic Planning process.**

**1.1.4 Establish a campus atmosphere that provides for the development of the individual in a supportive atmosphere**

President Gunter positions directed that we create two new positions to be designated as Academic Coordinators throughout the reorganization of the academic unit. The creation of those positions followed a standard protocol and approval was granted by signature on the request to advertise by the Chair, Vice President of Academics, Vice President of Finance, and President Gunter himself.

Candidates applied, were interviewed by committee, and a recommendation to hire was submitted to the President for each position. The appointment letters extended to the proposed candidates, however, reflected job titles (Lead Faculty) different from the position advertised (Academic Coordinators). After the candidates declined the position (presumably, because they were not the positions advertised), the jobs were reposted with the same job description but now under the job title of Lead Faculty. The only signatory on the request to re-advertise was that of President Gunter. The position of lead faculty for the Associate in Sciences remains vacant. The governance structure is currently in error as it includes the position "Lead Faculty of Arts Faculty" and includes "Humanities Faculty" only. The vacant position of "Lead Faculty of Science Faculty" includes science faculty only. This failure to honor the formality of the process by President Gunter has created confusion, disorganization and is inconsistent with a reasoned Governance and Strategic Planning process.

**1.1.4 Establish a campus atmosphere that provides for the development of the individual in a supportive atmosphere.**

A specific example concerning the President's performance in this area is demonstrated by the manner in which the hiring process for the Boone Campus secretarial position provides was conducted. A screening and interview committee was selected by the supervisor of the position and human resources personnel. At the conclusion of the process, a candidate was unanimously recommended for the position. Upon submission of the committee's recommendation, the chair of the committee was contacted by the administrative assistant to the Vice President of Finance and informed that the candidate recommended was an unacceptable choice. The reason given as communicated by the committee chair to the committee members was that it was unacceptable to have relatives working in the same office complex. The position was re-advertised, the screening and interview committee reconvened, recommended that three of the applicants be granted interviews. The candidate recommended for the position from the first search was among the applicants recommended for interview. The chair sent the committee's recommendations to human resources. He was subsequently informed that the hiring process for the position was being put on hold and that he would receive additional information in the future. My understanding of the ant-nepotism rules followed by the institution is that an employee may not be supervised by a

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relative but that relatives may, and often have, historically worked in the same unit within the college.

Thank you for the opportunity to provide comments relevant to the review process.

Respectfully,

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