

**Southern West Virginia Community and Technical College
Board of Governors
Special Meeting of September 12, 2019
6:00 p.m.
2900 Dempsey Branch Road, Building C, Room 428
Mount Gay, West Virginia and by Teleconference**

OFFICIAL MINUTES

Board Members Present: Lisa Haddox-Heston, Chair; Mason 'Ed' White, Vice Chair; Eddie Joe Canterbury, Secretary; Chris Adkins, Stephanie Abraham, Bill Alderman, Janice Olive, Howard Seufer (by phone), Samuel Stewart (by phone), Dianna Toler

Board Members Absent: Pat Joe White

College Staff Present: Robert E. Gunter, Allyn Sue Barker, Tom Cook, Samuel Litteral, Rita Roberson, Deanna Romano, Charles Lopez, Stephanie Mounts, Adrian May, Will Alderman, Tim Ooten, Patricia Miller, Chris Gray, Russell Saunders, Lillie Teeters, David Kommer, Carol Howerton, Emma Baisden, Recorder

Others: Angela Lopez, Tanya Gunter, Dylan Vidovich, Logan Banner

1. Verification of Quorum and Call to Order

Chair Lisa Haddox-Heston declared a quorum present and convened the meeting at 6:00 p.m.

2. Executive Session under Authority of West Virginia Code §6-9A-4(b)2A Regarding Personnel and Management Issues

Eddie Joe Canterbury moved that the Board of Governors enters an Executive Session pursuant to West Virginia Code §6-9A-4(b)2A to discuss personnel and management issues. Chris Adkins seconded the motion that carried unanimously. Chair Haddox-Heston declared the motion adopted and the Board then entered into an Executive Session at 6:03 p.m. At the conclusion of discussions, Chris Adkins moved the Board rise from Executive Session and return to a public session. Bill Alderman seconded the motion which was unanimously approved. The Board took no votes nor made any decisions during the Executive Session.

Based upon discussions in the Executive Session, the Board reconvened in an open session at 7:20 p.m. and the following action was taken:

MOTION: Mason 'Ed' White moved to accept the retirement letter of President Robert E. Gunter as President of Southern West Virginia Community and Technical College effective immediately, and he will serve in an advisory capacity to the Board until January 3, 2020.

ACTION: Chris Adkins seconded the motion. The motion carried unanimously. Chair Haddox-Heston declared the motion adopted.

Chris Adkins moved that the Board of Governors reenters an Executive Session pursuant to West Virginia Code §6-9A-4(b)2A to discuss personnel and management issues. Mason 'Ed' White seconded the motion that carried unanimously. Chair Haddox-Heston declared the motion adopted and the Board then reentered into an Executive Session at 7:23 p.m. At the conclusion of discussions, Mason 'Ed' White moved the Board rise from Executive

Session and return to a public session. Dianna Toler seconded the motion which was unanimously approved. The Board took no votes nor made any decisions during the Executive Session.

Based upon discussions in the Executive Session, the Board reconvened in an open session at 7:32 p.m. and the following actions were taken:

2.1 Appointment of Presidential Search Committee

MOTION: Stephanie Abraham moved the adoption of the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors approve for its current Board membership, including its current faculty, classified staff, and student representatives (to retain continuity), to serve as the Presidential Search Committee to evaluate applicants for and choose the next President of Southern West Virginia Community and Technical College. Should the faculty, classified staff, and/or student representatives change, the Presidential Search Committee membership may be modified or supplemented to retain compliance with Series 5 and applicable rules of the Council for Community and Technical College Education.

FURTHER RESOLVED, That the Board of Governors approve for its current Chair, Lisa Haddox-Heston, to serve as the Presidential Search Committee Chair and Howard E. Seufer as the official spokesperson for the search process.

ACTION: Mason 'Ed' White seconded the motion. The motion carried unanimously. Chair Haddox-Heston declared the motion adopted.

2.2 Approval of the Presidential Search Committee Procedure

Chair Haddox-Heston informed Board members that the guidelines of Series 5, *Employing and Evaluating Presidents*, of the West Virginia Council for Community and Technical College Education, were followed to develop the draft search procedures which Board members have reviewed and revised.

MOTION: Chris Adkins moved to accept the Presidential Search Committee Procedure as presented and its submission to the Chancellor for Community and Technical College Education for approval.

ACTION: Dianna Toler seconded the motion. The motion carried unanimously. Chair Haddox-Heston declared the motion approved and the Presidential Search Committee Procedure adopted.

2.3 Approval of Interim President

Chair Haddox-Heston called for a motion to approve the Interim President of Southern West Virginia Community and Technical College.

MOTION: Eddie Joe Canterbury made a motion to approve the appointment of Samuel M. Litteral as Interim President of Southern West Virginia Community and Technical College to serve in this capacity until the hiring process for the new president is complete, pending approval of the Council for Community and Technical College Education.

ACTION: Dianna Toler seconded the motion. The motion carried unanimously. Chair Haddox-Heston declared the motion approved and the appointment adopted, pending approval of the Council for Community and Technical College Education.

2.4 Search Firm

Chair Haddox-Heston called for a motion to authorize the Presidential Search Committee to select an executive search firm.

MOTION: Mason 'Ed' White made a motion to authorize the Presidential Search Committee to release a request for proposals for an executive search firm to assist in the search for the next President of Southern West Virginia Community and Technical College.

ACTION: Stephanie Abraham seconded the motion. The motion carried unanimously. Chair Haddox-Heston declared the motion approved.

2.5 Presidential Search Timeline

Chair Haddox-Heston announced that the Presidential Search Committee anticipates having the search complete with a new president by July 1, 2020.

3. October 15, 2019 Board Meeting

Chair Haddox-Heston informed Board members that Chancellor Sarah Tucker offered to provide a Presidential Search and Accreditation workshop for Board members on October 15, 2019. To accommodate the Chancellor's travels, Madam Chair called for a motion to move the October meeting from the Wyoming/McDowell Campus to the Logan Campus. Stephanie Abraham motioned to move the October meeting to the Logan Campus. Mason 'Ed' White seconded the motion which carried unanimously. Chair Haddox-Heston declared the motion approved.

4. Adjournment

There being no further business, upon a motion by Stephanie Abraham and second by Bill Alderman, Chair Haddox-Heston declared the meeting adjourned at 7:40 p.m.

Lisa Haddox-Heston, D.D.S., Chair

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

*OFFICIAL
Approved 10/15/2019*