

**Southern West Virginia Community and Technical College
Board of Governors
Special Meeting of September 25, 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; Stephanie Abraham (by phone), Bill Alderman, Howard Seufer (by phone), Dianna Toler

Board Members Absent: Chris Adkins, Janice Olive, Samuel Stewart

College Staff Present: Allyn Sue Barker, Tom Cook, Samuel Litteral, Deanna Romano, Charles Lopez, Tim Ooten, Patricia Miller, Chris Gray, Russell Saunders, Emma Baisden, Recorder

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. The Chair moved item 2.2 to open session.

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

Mason 'Ed' White 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. Bill Alderman seconded the motion that carried unanimously. Chair Haddox-Heston declared the motion adopted and the Board then entered into an Executive Session at 6:09 p.m. At the conclusion of discussions, Mason 'Ed' White moved the Board rise from Executive Session and return to a public session. Pat Joe White seconded the motion which was unanimously approved. The Board took no votes nor made any decisions during the Executive Session.

2.1 Personnel Project Proposal

Based upon discussions in the Executive Session, the Board reconvened in an open session at 6:44 p.m. and the following action was taken:

MOTION: Eddie Joe Canterbury moved to accept the special project proposal as presented by Robert E. Gunter to fulfill the request made by the Board at its special meeting on September 12, 2019, and through January 3, 2020, to perform such duties as deemed necessary by the Interim President of Southern West Virginia Community and Technical College. The deadline for submission of the special project is December 1, 2019.

ACTION: Howard Seufer seconded the motion. The motion carried unanimously. Chair Haddox-Heston declared the motion adopted.

2.2 Great Colleges to Work For® Surveys

Chair Haddox-Heston requested for Board members to review the employee's survey results for years 2014, 2016 and 2019. The 2019 survey was distributed to all full-time employees to complete by e-mail from Great Colleges containing instructions about how to take the online survey. The survey is voluntary and completely confidential, and our institution is not able to trace results back to individuals. The survey is administered and processed by modern think LLC, an independent management consulting firm focusing on workplace quality in higher education.

3. Adjournment

There being no further business, Chair Haddox-Heston declared the meeting adjourned at 6:50 p.m.

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

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

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Approved 10/15/2019