

**Southern West Virginia Community and Technical College Board of Governors
Special Meeting of March 16, 2015
4:00 p.m.
2900 Dempsey Branch Road, Building C, Room 428
Mount Gay, West Virginia and by Teleconference**

MINUTES

Board Members Present: Thomas Heywood (by phone), Wilma Zigmond, Glenn Yost (by phone), Terry Sammons (by phone), George Kostas (by phone), Linda Akers (by phone), Jada Hunter, Debbie Dingess (by phone)

Board Members Absent: Shelley Huffman (medical emergency), Mary Nemeth-Pyles (medical emergency), Brandon Elkins

Administrative Staff: President/First Lady Joanne Jaeger Tomblin, Samuel Litteral, Ron Lemon, Emma Baisden, Recorder

1. Call to Order

Mr. Thomas Heywood, Board of Governors Chair, declared a quorum present and convened the meeting at 4:03 p.m.

2. Action Items

2.1 Appointment of Presidential Search Committee

MOTION: Wilma Zigmond 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 on July 1, 2015, 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, Thomas A. Heywood, to serve as the Presidential Search Committee Chair and spokesperson for the search process.

ACTION: Linda Akers seconded the motion. The motion carried unanimously. Chair Heywood declared the motion adopted.

2.2 Approval of the Presidential Search Committee Procedure

Chair Heywood informed Board members that the Presidential Search Ad Hoc Committee met on March 2, 2015 to discuss the criteria, position announcement, and search procedure for the next President of Southern West Virginia Community and

Technical College. The Ad Hoc Committee followed the guidelines of Series 5, *Employing and Evaluating Presidents*, of the West Virginia Council for Community and Technical College Education, to develop the documents. Chair Heywood reviewed the draft search committee procedures with Board members.

MOTION: Glenn Yost moved to accept the Presidential Search Committee Procedure as presented and the document's submission to the Chancellor for Community and Technical College Education.

ACTION: George Kostas seconded the motion. Chair Heywood declared the motion approved and the Presidential Search Committee Procedure adopted.

2.3 Approval of the Presidential Position Description and Announcement

Chair Heywood reviewed the draft Presidential Position Description and Announcement with Board members.

MOTION: Jada Hunter moved to accept the Presidential Position Description and Announcement as presented.

ACTION: Terry Sammons seconded the motion. Chair Heywood declared the motion approved and the documents adopted.

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

Wilma Zigmond 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. Glenn Yost seconded the motion that carried unanimously. Chair Heywood declared the motion adopted and the Board then entered into an Executive Session at 4:37 p.m. At the conclusion of discussions, Chair Heywood declared the Board of Governors rise from Executive Session and convene in Open Session at 4:48 p.m.

Following discussions in Executive Session, the Board determined that it would be more expeditious for the Presidential Ad Hoc Committee to select a search consulting firm to assist in the presidential search process and report back to the full Board at its April 21, 2015 meeting. Chair Heywood stated the Ad Hoc Committee would proceed accordingly.

4. Adjournment:

There being no further business, Chair Heywood declared the meeting adjourned at 4:50 p.m. The next regular Board meeting is scheduled for April 21, 2015 and will be held at Southern West Virginia Community and Technical College in Logan, WV.

Thomas A. Heywood, Chair

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

APPROVED 04-21-2015