

SOUTHERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE

Institutional Governance Committee Memberships 2023-2025

STANDING COMMITTEES

ACADEMIC AND STUDENT AFFAIRS COUNCIL (ASAC)

The Academic and Student Affairs Council (ASAC) submits recommendations to the President's Cabinet.

OFFICERS

The Chair and Vice-Chair will alternate between the Academic Affairs and Student Services units. The Chair will be the Vice-Chair from the prior year and will serve as Chair for two-years. The Chair must be employed by Southern for two (2) full years prior to serving as Chair. The Vice-Chair will be elected in the odd year and will serve as a committee officer for a total of four-years. The Vice-Chair serves in the elected role for two-years and then moves to the position of Chair for the next two-years. Committee members elect the incoming Vice-Chair

MEMBERSHIP

The Council is comprised of six (6) members and two (2) ex-officio, non-voting members:

- | | | |
|----|------------------------|--|
| 1. | Teri Wells, Chair | Registrar |
| 2. | Mike Jiles, Vice Chair | Dean of Professional and Transfer Programs |
| 3. | Regina Bias | Director of Accreditation and Assessment |
| 4. | Lisa Haddox-Heston | Dean of Allied Health and Nursing |
| 5. | Dianna Toler | Director of Student Success (ADA Compliance Officer) |
| 6. | Stella Estep | Director of Student Financial Assistance |

EX-OFFICIO, NON-VOTING MEMBERS

- | | | |
|----|----------------|--------------------------------|
| 1. | Bill Alderman | Chief Academic Officer |
| 2. | Darrell Taylor | Chief Student Services Officer |

RECORDER

Sandra Podunavac

QUORUM

Five (5) voting members; Quorum = 3 (more than ½ voting membership). [The Committee Chair is a non-voting member except in the case of a tie vote; Vacant positions are not counted for quorum.]

POLICIES AND PROCEDURES COMMITTEE

The Policies and Procedures Committee submits recommendations to the President's Cabinet.

OFFICERS

The Chair will be the Chief Human Resources Officer. The Vice-Chair will be elected by the committee members and will serve as a committee officer for two (2) years. At the conclusion of their two-year term, committee members elect the incoming Vice-Chair.

MEMBERSHIP

The Policies and Procedures Committee is comprised of six (6) members and two (2) ex-officio, non-voting members:

- | | | |
|----|---------------------------|---|
| 1. | Debbie Dingess, Chair | Chief Human Resources Officer |
| 2. | Jennifer Dove, Vice Chair | Executive Assistant to the President and BOG |
| 3. | Tara Drake | Classified Staff, Elected (Classified Staff Assembly) |
| 4. | Kevin Dingess | Faculty, Elected (Faculty Assembly) |
| 5. | Morgan Maynard | Faculty, Elected (Faculty Assembly) |
| 6. | Tammy Toppings | Non-Classified Staff, Appointed (President) |

EX-OFFICIO, NON-VOTING MEMBERS

- | | | |
|----|---------------|--|
| 1. | Bill Alderman | Accreditation Liaison Officer |
| 2. | Regina Bias | Director of Accreditation and Assessment |

RECORDER

Dustin Crisp

ADVISORS

Advisors are comprised of specific positions who are called to serve as non-voting subject matter experts:

Series 1000 - General

- | | |
|----------------|--|
| Eric Brumfield | Director of Facilities |
| Bill France | Director of Communications |
| Jennifer Dove | Executive Assistant to the President and BOG |
| Joe Linville | Chief Facilities Management Officer |

Series 2000 - Human Resources

- | | |
|------------|-------------------------|
| Susan Ross | Manager Human Resources |
|------------|-------------------------|

Series 3000 - Academic Affairs

- | | |
|--------------------|--|
| Lisa Haddox-Heston | Dean of Allied Health and Nursing |
| Mike Jiles | Dean of Professional and Transfer Programs |

Series 4000 - Student Services

- | | |
|---------------|--|
| Dianna Toler | Director of Student Success (ADA Compliance Officer) |
| Tim Ooten | Director of Admissions |
| Stella Estopp | Director of Financial Assistance |
| Teri Wells | Registrar |

Series 5000 - Finance

- | | |
|----------------|------------------------------------|
| Evan Riggins | Controller |
| Eric Brumfield | Director of Facilities |
| Vacant | Director of Budgets and Purchasing |
| Chris Gray | Bursar |

Series 6000 - Workforce and Community Development

- | | |
|-------------|-----------------------------------|
| Dave Lemmon | Dean of Workforce Development |
| Jay Lester | Director of Workforce Development |

Series 7000 - Technology

- | | |
|-------------|------------------------------------|
| Sarah Brown | Director of Institutional Research |
|-------------|------------------------------------|

Series 8000 - Board of Governors

Jennifer Dove

Executive Assistant to the President and Board of
Governors

QUORUM

Five (5) voting members; Quorum = 3 (more than ½ of the voting membership). [The Committee Chair is a non-voting member except in the case of a tie vote; Vacant positions not counted for quorum.]

STRATEGIC PLANNING COMMITTEE

The Strategic Planning Committee submits recommendations to the President's Cabinet.

OFFICERS

The Chair will be the Vice-Chair from the prior year and will serve as Chair for two-years. The Chair must be employed by Southern for two (2) full years prior to serving as Chair. The Vice-Chair will be elected in the odd year and will serve as a committee officer for a total of four-years. The Vice-Chair serves in the elected role for two-years and then moves to the position of Chair for the next two-years. Committee members elect the incoming Vice-Chair.

MEMBERSHIP

The Committee is comprised of nine (9) members and five (5) ex-officio, non-voting members:

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|----|------------------------|---|
| 1. | Jay Lester, Chair | Director of Workforce Development |
| 2. | Susan Ross, Vice Chair | Manager Human Resources |
| 3. | Evan Riggins | Controller |
| 4. | Tim Ooten | Director of Admissions |
| 5. | Chuck Keeney | Faculty, Elected (Division) |
| 6. | Jennifer Vernatter | Faculty, Elected (Division) |
| 7. | Sammi Dodrill | Classified Staff, Elected (Classified Staff Assembly) |
| 8. | Cassandra Goble | Classified Staff, Elected (Classified Staff Assembly) |
| 9. | Bill France | Director of Communications |

EX-OFFICIO, NON-VOTING MEMBERS

- | | | |
|----|------------------|-------------------------------------|
| 1. | Bill Alderman | Chief Academic Officer |
| 2. | Stacy Dingess | Chief External Affairs Officer |
| 3. | Joe Linville | Chief Facilities Management Officer |
| 4. | Velva Pennington | Chief Finance Officer |
| 5. | Tom Cook | Chief Information Officer |

RECORDER

Shelly Parker

QUORUM

Eight (8) voting members; Quorum = 5 (more than ½ of the voting membership). [The Committee Chair is a non-voting member except in the case of a tie vote; Vacant positions not counted for quorum.]

SUBCOMMITTEES

ACADEMIC ASSESSMENT

The Academic Assessment Subcommittee will submit all assessment findings to the Chief Academic Officer (CAO). Recommendations from this subcommittee are made to the Academic and Student Affairs Council (ASAC).

OFFICERS

The Chair will be the Director of Accreditation and Assessment. The Vice-Chair will be elected and will serve as a subcommittee officer for a total of two (2) years. At the conclusion of their two-year term, subcommittee members elect the incoming Vice-Chair.

MEMBERSHIP

The subcommittee is comprised of the members of the Higher Learning Commission (HLC) Assessment Academy as appointed by the President and four (4) ex-officio, non-voting members. Members will serve consecutive terms until the conclusion of the HLC Assessment Academy.

1. Regina Bias, Chair, Director of Accreditation and Assessment
2. Larry D'Angelo, Vice Chair, Assistant Professor of English
3. Hattie Newsome, Student Success Center Coordinator
4. Nathan Freeman, Assistant Professor of English
5. Vincent George, Assistant Professor of Physical Science
6. Chris Ward, Associate Professor of Mathematics, Director of Math and Sciences, Faculty Senate Chair, Faculty Representative to the Board of Governors
7. Sheliah Elkins, Professor/Director of Nursing
8. Meloney McRoberts, Associate Professor of Surgical Technology
9. Gordon Hensley II, Assistant Professor of Business

EX-OFFICIO, NON-VOTING MEMBERS

1. Pamela Alderman, President
2. Bill Alderman, Chief Academic Officer/Accreditation Liaison Officer
3. Darrell Taylor, Chief Student Services Officer
4. Sarah Brown, Director of Institutional Research

RECORDER

Beth Deaton

QUORUM

Eight (8) voting members: Quorum = 5 (more than ½ of the voting membership). [The subcommittee Chair is a non-voting member except in the case of a tie vote; Vacant positions not counted for quorum.]

COMPLIANCE, SAFETY, AND RISK MANAGEMENT

This subcommittee makes recommendations to the Strategic Planning Committee.

OFFICERS

The Chair will be the Vice-Chair from the prior year and will serve as Chair for two-years. The Chair must be employed by Southern for two (2) full years prior to serving as Chair. The Vice-Chair will be elected in the odd year and will serve as a committee officer for a total of four-years. The Vice-Chair serves in the elected role for two-years and then moves to the position of Chair for the next two-years. Committee members elect the incoming Vice-Chair.

MEMBERSHIP

The subcommittee is comprised of eleven (11) members and four (4) ex-officio, non-voting members:

1. Chris Gray, Chair Bursar
2. David Lord, Vice Chair Director of Safety and Campus Operations
Wyoming/McDowell Campus
3. Rita Roberson Executive Director of Campus and Community Relations
Williamson Campus
4. Brittany Justice Executive Director of Campus and Community Relations
Boone/Lincoln Campus
5. Jill Collins Director of Budgets and Purchasing
6. Carole Jobe Manager Payroll, Senior
7. Brittany Fekete Classified Staff, Elected (Classified Staff Assembly)
8. Matthew Hatfield Classified Staff, Elected (Classified Staff Assembly)
9. Shelby Porter Non-classified Staff, Appointed (President)
10. Erica Farley Faculty, Elected (Division)
11. Mika McCoy Faculty, Elected (Division)

EX-OFFICIO, NON-VOTING MEMBERS

1. Debbie Dingess Chief Human Resources Officer
2. Darrell Taylor Chief Student Services Officer
3. Lisa Haddox-Heston Dean of Allied Health and Nursing
4. Brian Carter Student Success Advisor, Appointed (CSSO)

RECORDER

Kelly Green

QUORUM

Ten (10) voting members; Quorum = 6 (more than ½ of the voting membership). [The subcommittee Chair is a non-voting member except in the case of a tie vote; Vacant positions not counted for quorum.]

CURRICULUM AND INSTRUCTION

The Curriculum and Instruction Subcommittee will submit recommendations to the Chief Academic Officer (CAO) for approval to be forwarded to the Academic and Student Affairs Council (ASAC).

OFFICERS

The Chair will be the Vice-Chair from the prior year and will serve as Chair for two-years. The Chair must be employed by Southern for two (2) full years prior to serving as Chair. The Vice-Chair will be elected in the odd year and will serve as a committee officer for a total of four-years. The Vice-Chair serves in the elected role for two-years and then moves to the position of Chair for the next two-years. Committee members elect the incoming Vice-Chair.

MEMBERSHIP

The subcommittee is comprised of seven (7) members and five (5) ex-officio, non-voting members:

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|----|------------------------------|---|
| 1. | Gordon Hensley, Chair | Faculty, Elected (Division) |
| 2. | Stephanie Woolum, Vice Chair | Faculty, Elected (Division) |
| 3. | Tehseen Irfan | Faculty, Elected (Division) |
| 4. | Sherry Ramey | Faculty, Elected (Division) |
| 5. | Christy Spry | Faculty, Elected (Division) |
| 6. | Sandra Vance | Faculty, Elected (Division) |
| 7. | Cassandra Vance | Student Success Advisor, Appointed (CSSO) |

EX-OFFICIO, NON-VOTING MEMBERS

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|----|--------------------|--|
| 1. | Bill Alderman | Chief Academic Officer |
| 2. | Lisa Haddox-Heston | Dean of Allied Health and Nursing Programs |
| 3. | Mike Jiles | Dean of Professional and Transfer Programs |
| 4. | Regina Bias | Director of Accreditation and Assessment |
| 5. | Teri Wells | Registrar |

RECORDER

Katlyn Justice

QUORUM

Six (6) voting members; Quorum = 4 (more than ½ of the voting membership). [The subcommittee Chair is a non-voting member except in the case of a tie vote; Vacant positions not counted for quorum.]

ADMINISTRATION

PRESIDENT'S CABINET

The President's Cabinet will review recommendations submitted through the Governance System. Those recommendations requiring approval by the Board of Governors are submitted and placed on the Board of Governors' agenda for appropriate action.

OFFICERS

The President serves as the non-voting Chair of the Cabinet. There is no Vice-Chair.

MEMBERSHIP

The President's Cabinet is comprised of eight (8) members:

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|----|------------------------|-------------------------------------|
| 1. | Pamela Alderman, Chair | President |
| 2. | Bill Alderman | Chief Academic Officer |
| 3. | Stacy Dingess | Chief External Affairs Officer |
| 4. | Joe Linville | Chief Facilities Management Officer |
| 5. | Velva Pennington | Chief Finance Officer |
| 6. | Debbie Dingess | Chief Human Resources Officer |
| 7. | Tom Cook | Chief Information Officer |
| 8. | Darrell Taylor | Chief Student Services Officer |

RECORDER

Jennifer Dove

QUORUM

Seven (7) voting members; Quorum = 4 (more than ½ of the voting membership). [The Committee Chair is a non-voting member except in the case of a tie vote; Vacant positions not counted for quorum.]

COUNCILS/SENATES

CLASSIFIED STAFF COUNCIL

The Classified Staff Council submits recommendations to standing committees, subcommittees, administrative unit heads, or directly to the President.

OFFICERS

The Chair is elected at large by the classified staff assembly. The Vice-Chair and Recorder are elected by the Classified Staff Council membership.

MEMBERSHIP

The Council is comprised of sixteen (16) voting members (including the Council Chair) representing the following geographic and primary occupational activity distribution, and one (1) ex-officio, non-voting member:

1.	Kim Maynard	Chair
2.	Shelly Stewart	Advisory Council of Classified Employees Representative
3.	Vacant	Executive/Administrative/Managerial Sector Representative
4.	Dianna Toler	Executive/Administrative/Managerial Sector Representative
5.	Judy Slazo	Professional/Non-faculty Sector Representative
6.	Angie Dotson	Professional/Non-faculty Sector Representative
7.	Matthew Hatfield	Technical/Para-Professional Sector Representative
8.	Lee Stroud	Technical/Para-Professional Sector Representative
9.	Patty Brooks	Secretarial/Clerical Sector Representative
10.	Brittany Fekete	Secretarial/Clerical Sector Representative
11.	Mark Bowens	Service/Maintenance/Skilled Crafts Sector Representative
12.	Scott Prichard	Service/Maintenance/Skilled Crafts Sector Representative
13.	Anna Evans Lacey	Boone/Lincoln Campus Representative
14.	Cassandra Goble	Logan Campus Representative
15.	Ruby Runyon	Williamson Campus Representative
16.	Michael Hunter	Wyoming/McDowell Campus Representative

EX-OFFICIO, NON-VOTING MEMBER

1.	Chris Gray, Vice Chair	Board of Governors Representative
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RECORDER

Shelly Stewart

QUORUM

Sixteen (16) voting members; Quorum = 9 (more than ½ of the voting membership). [The Council Chair is a voting member; Vacant positions not counted for quorum.]

FACULTY SENATE

The Faculty Senate submits policy recommendations to standing committees, subcommittees administrative unit heads, or directly to the President.

OFFICERS

The Chair and Vice-Chair are elected by the Senate membership.

MEMBERSHIP

The Faculty Senate is comprised of eight (8) voting members (including the Senate Chair) and two (2) ex-officio, voting members for a total of 10 voting members:

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|----|------------------------|--|
| 1. | Sharon Davis | Faculty, Elected (Logan Campus) |
| 2. | Kelly Warren | Faculty, Elected (Logan Campus) |
| 3. | Lillie Teeters | Faculty, Elected (Logan Campus) |
| 4. | Adam Banks, Vice Chair | Faculty, Elected (Williamson Campus) |
| 5. | Gina Lester | Faculty, Elected (Williamson Campus) |
| 6. | Stephanie Daniel | Faculty, Elected (Williamson Campus) |
| 7. | Rebecca Pratt | Faculty, Elected (Boone/Lincoln Campus) |
| 8. | Vacant | Faculty, Elected (Wyoming/McDowell Campus) |

EX-OFFICIO, VOTING MEMBERS

- | | | |
|----|-------------------|--|
| 1. | Stephanie Mounts | Advisory Council of Faculty Representative |
| 2. | Chris Ward, Chair | Board of Governors Representative |

RECORDER

Sammi Dodrill

QUORUM

Ten (10) voting members; Quorum = 6 (more than ½ of the voting membership). [The Senate Chair is a voting member; Vacant positions not counted for quorum.]

ADVISORY COMMITTEES

FINANCIAL EXIGENCY COMMITTEE

The Financial Exigency Committee makes recommendations to the President.

OFFICERS

The Chair is a member of the Board of Governors and is elected by the Board membership. The Vice-Chair is appointed by the President. Each member of the Committee shall serve for one fiscal year.

MEMBERSHIP

The committee is comprised of thirteen (13) members.

1. Robert Baldwin, Chair Board of Governors Member, Elected (BOG)
2. Velva Pennington, Vice Chair Chief Finance Officer
3. Debbie Dingess Administrator, Appointed (President)
4. Tom Cook Administrator, Appointed (President)
5. Shelly Stewart Advisory Council of Classified Employees Representative
6. Anna Evans Lacey Classified Staff-at-Large, Elected (Classified Staff Assembly)
7. Patty Brooks Classified Staff-at-Large, Elected (Classified Staff Assembly)
8. Kim Maynard Classified Staff Council Chair
9. Ashleigh Barnette Faculty-at-Large, Elected (Faculty Assembly)
10. Nicole Vineyard Faculty-at-Large, Elected (Faculty Assembly)
11. Chris Ward Faculty Senate Chair
12. Stephanie Mounts Advisory Council of Faculty Representative
13. Alexis Parker Student Government Representative, Elected (Student Government Association)

RECORDER

Jennifer Dove

QUORUM

Twelve (12) voting members; Quorum = 7 (more than ½ of the voting membership). [The Committee Chair is a non-voting member except in the case of a tie vote; Vacant positions not counted for quorum.]

STUDENT GOVERNMENT ASSOCIATION (SGA) ADVISORY COMMITTEE

The SGA Advisory Committee makes recommendations to the President or Chief Student Services Officer.

OFFICERS

The Chair shall be the Board of Governors Student Representative. There is no Vice-Chair.

MEMBERSHIP

The Student Government Association Advisory Committee is comprised of six (6) voting members, including the chair, and one (1) ex-officio, non-voting member:

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|----|----------------------|---|
| 1. | Alexis Parker, Chair | Board of Governors Student Representative |
| 2. | Alexis Parker | SGA President |
| 3. | Amy Fields | SGA Vice-President |
| 4. | Kylee Podunavac | SGA Secretary |
| 5. | MaHailey Kirk | SGA Treasurer |
| 6. | Vacant | West Virginia Advisory Council of Students Representative |

EX-OFFICIO, NON-VOTING MEMBER

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|----|----------------|--------------------------------|
| 1. | Darrell Taylor | Chief Student Services Officer |
|----|----------------|--------------------------------|

RECORDER

Kylee Podunavac

QUORUM

Six (6) voting members; Quorum = 4 (more than ½ of the voting membership). [The Committee Chair is a voting member; Vacant positions not counted for quorum.]

PROMOTION-IN-RANK AND TENURE

Recommendations from the Promotion-in-Rank and Tenure Committee are submitted to the Chief Academic Officer.

OFFICERS

The Chair will be elected by the committee membership.

MEMBERSHIP

Committee members must be members of the Faculty Assembly, have no supervisory roles over full-time faculty, and must not be applying for tenure or promotion during the year in which they serve. Faculty must hold the rank of professor. The Chief Academic Officer or his/her designee will call the first meeting of the committee.

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| 1. | Stacey Hatfield | Division Faculty, Elected (Faculty Assembly) |
| 2. | Debra Mullins | Division Faculty, Elected (Faculty Assembly) |
| 3. | Matt Payne | Division Faculty, Elected (Faculty Assembly) |
| 4. | Rick Thompson | Division Faculty, Elected (Faculty Assembly) |

EX-OFFICIO:

- | | | |
|----|---------------|------------------------|
| 1. | Bill Alderman | Chief Academic Officer |
|----|---------------|------------------------|