

**Southern West Virginia Community and Technical College  
Board of Governors  
Special Meeting of August 30, 2021  
Via Zoom Meeting ID: 957 1129 6277  
Dial-in Only: 1-646-876-9923**

**OFFICIAL MINUTES**

**Board Members Present:** Lisa Haddox-Heston, Chair; Samuel Stewart, Bill Alderman, Robert Baldwin, Janice Olive, Dianna Toler, Shawn Riggins-Cline, Jeremy Thompson, and David Gresham

**Board Members Absent:** Eddie Jo Canterbury, Secretary;

**College Staff Present:** President, Dr. Pamela Alderman, Jennifer Dove, Recorder, Tom Cook, Debbie Dingess, Darrell Taylor, Chuck Puckett, Adrian May, Christopher Gray, Joe Linville, Dr. David Lemmon, Patricia Miller, Bill France, Stephanie Mounts, Will Alderman, Mike Jiles, and David Bligh.

**1. Call to Order**

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

**2. Action Items**

**2.1 Approval of Post-Audit reviews**

**2.1.1 \*Allied Health Business and Leadership Certificate**

Russell Saunders presented the Allied Health and Leadership Certificate Post-Audit review to the Board. Due to the lack of graduates Mr. Saunders recommended that this Certificate be discontinued. Discontinuing this program will not affect any faculty. Eliminating this program will be one less pathway to the Associate of Applied Science Healthcare Professional.

**MOTION:** Bill Alderman moved to discontinue and adopt the following Resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the discontinuation of the Allied Health Business and Leadership Certificate Program in accordance with the provisions of the West Virginia Council for Community and Technical College Education, Title 135, Procedural Rule, Series 10, *Policy Regarding Program Review*.

**ACTION:** Bud Baldwin seconded the motion. The motion carried unanimously. Chair Heston declared the motion adopted and the report approved for submission to the Council for Community and Technical College Education for final approval.

### 2.1.2 \*Behavioral Health Certificate

Russell Saunders presented the Behavioral Health Certificate Post -Audit review to the Board. Due to the lack of graduates Mr. Saunders recommended that this Certificate be discontinued. Mr. Saunders explained also that due to privacy issues the students were not able to get clinical experience needed. Discontinuing this program will not affect any faculty. Eliminating this program will be one less pathway to the Associate of Applied Science Healthcare Professional. After some discussion it was agreed that this certificate be looked at again and possibly work with Boone Memorial Hospital to fulfill their needs.

**MOTION:** Samuel Stewart moved to discontinue and adopt the following Resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the discontinuation of the Behavioral Health Certificate Program in accordance with the provisions of the West Virginia Council for Community and Technical College Education, Title 135, Procedural Rule, Series 10, *Policy Regarding Program Review*.

**ACTION:** Bill Alderman seconded the motion. The motion carried unanimously. Chair Heston declared the motion adopted and the report approved for submission to the Council for Community and Technical College Education for final approval.

### 2.1.3 \*Medical Assisting Certificate

Russell Saunders presented the Medical Assisting Certificate Post -Audit review to the Board.

**MOTION:** David Gresham moved to continue this certificate with the recommended corrective action and adopt the following Resolution:

*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the continuation of the Medical Assisting Certificate Program at the current level of activity with the suggested corrective action listed below in accordance with the provisions of the West Virginia Council for Community and Technical College Education, Title 135, Procedural Rule, Series 10, *Policy Regarding Program Review*.

**ACTION:** Shawn Cline-Riggins seconded the motion. The motion carried unanimously. Chair Heston declared the motion adopted and the report approved for submission to the

Council for Community and Technical College Education  
for final approval.

#### 2.1.4 \*Medical Coding Specialist Certificate

Russell Saunders presented the Medical Coding Specialist Certificate Post -Audit review to the Board.

**MOTION:** Sam Stewart moved to continue this certificate with the recommended corrective action and adopt the following Resolution:


*RESOLVED*, That the Southern West Virginia Community and Technical College Board of Governors approve the continuation of the Medical Coding Specialist Certificate Program at the current level of activity with the corrective action listed below in accordance with the provisions of the West Virginia Council for Community and Technical College Education, Title 135, Procedural Rule, Series 10, *Policy Regarding Program Review*.

**ACTION:** Dianna Toler seconded the motion. The motion carried unanimously. Chair Heston declared the motion adopted and the report approved for submission to the Council for Community and Technical College Education for final approval.

### 3. Adjournment

There being no further business, upon a motion by Dianna Toler and seconded by Sam Stewart, Chair Heston declared the meeting adjourned at 6:24 p.m.

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

  
Jennifer Dove,  
Executive Assistant to the President  
and Board of Governors

\*Denotes an item requiring action/approval.

\*\*Upon return to Open Meeting from any Executive Session, the Board of Governors may take action on items discussed.