



**Southern West Virginia Community and Technical
College Board of Governors
Special Meeting of June 17, 2025
6:30 p.m.
100 College Drive, Building C,
Room 428 Logan, West Virginia,
and Zoom**

To Join Zoom Meeting:

<https://zoom.us/j/8395760568?pwd=RIhvZFdNNXNjZXkwMzhrMWZZYVZIUT09&omn-95063148651>

Meeting ID: 839 576 0568

Passcode: PvkZ0V

Dial In: +1 646 876 9923

Minutes

Board Members Present: Mr. Jarrod Fletcher, Chair; Mr. Brent Tomblin, Vice-Chair; Mr. Scotty Dingess, Secretary; Ms. Sonya Dingess Porter; Dr. David Lemmon; Mr. David Gresham; and Mr. Chris Gray

Board Members Absent: Dr. Cody Reynolds; Ms. Mary Phipps; Mr. Brayden Williamson

Also Attending: Ms. Kimberly Maynard, Classified Staff Chair; Ms. Velva Pennington, Chief Financial Officer; Ms. Debbie Dingess, Chief Human Resource Officer; Tom Cook, Chief Information Officer; Dr. Christina Johnson, Interim Chief Academic Officer, Regina Bias, Dean of Accreditation and Assessment/Accreditation Liaison Officer and Carolyn Long

1. Verification of Quorum and Call to Order

Board of Governors Chair, Mr. Jarrod Fletcher, declared a quorum present and called the meeting to order at 6:35 p.m.

2. Call for Public Comments to the Board of Governors

No comments were presented at this time.

3. Discussion Items

3.1 Discussion to form Ad Hoc Committees

Chair Fletcher opened the floor for discussion to form Ad Hoc Committees.

MOTION: Ms. Sonya Porter made a motion for the President's Office to form a policy committee and a marketing/strategic enrollment.

ACTION: Dr. David Lemmon seconded the motion. The motion was carried unanimously and Chair Fletcher declared the motion adopted.

4. Dean of Allied Health and Nursing Report

Dr. Christina Johnson, Interim Chief Academic Officer, presented a report on behalf of Dr. Lisa Haddox-Heston, Dean of Allied Health and Nursing. Dr. Johnson shared that Nursing has approximately 125 students enrolled. She spoke about retention and recruiting efforts for the accredited programs. Dr. Johnson presented the passage rates for each of the Allied Health programs. Nursing currently has a 93% passage rate, MLT 80% passage rate, Radiology Technology 88% passage rate, Respiratory 86% passage rate, and Surgical Tech 100% passage rate. The Salon Management Program currently has 25 graduates.

5. Dean of Professional and Transfer Programs Report

Dr. Christina Johnson, Interim Chief Academic Officer, presented a report on behalf of Mr. Chris Ward, Dean of Professional and Transfer Programs. The current enrollment for Professional and Transfer programs is approximately 520 students for the fall semester. Enrollment is on target with last year's numbers.

6. Dean of Non-Traditional Programs Report

Dr. Christina Johnson, Interim Chief Academic Officer, provided report by Ms. Mindy Saunders, Dean of Non-Traditional Programs. Dr. Johnson explained the different reports for Workforce Development, ECA, Dual Enrollment and Board of Governors program. Dr. Johnson discussed the CDL, 40 and 80-hour mining, and Peer Recovery Support Services (PRSS) courses. Early College Academy (ECA) graduates for 2024-2025 were 105 unduplicated headcounts, 103 were awarded a General Education Certificate, 104 an Associate in Arts, and 83 received an Associate in Science. In total, approximately 290 degrees were conferred through the Early College Academy.

7. Classified Staff Annual Report

Ms. Kimberly Maynard, Chair for Classified Staff, presented her report to the Board. Ms. Maynard explained the different members that make up Classified Staff. Roughly, three years ago Southern had 50 Classified Staff members verses now with 32 members. She discussed the difficulties of having less members with more to do and the strain it is causing.

She explained the pay scale salary and how the pay scale is behind with the cost of living.

8. Office of Information Technology Annual Report

Mr. Tom Cook, Chief Information Officer, presented the IT Annual report. Since COVID, laptops for all faculty and staff have been purchased. New servers and network equipment were purchased as well. IT now faces the new challenge of replacing the ageing equipment along with funding to do so. Mr. Cook is working to get the laptops on a replacement cycle of 50 each year explaining that each laptop costs approximately \$1,000.00 to replace. He spoke about security issues and upgrading Microsoft.

9. HLC Focus Visit

Dr. Corley Dennison, Interim President provided an update regarding the upcoming HLC focus visit. The site visit will be November 17th and 18th 2025. We have a two-member team who will conduct the site visit, Dr. Patricia Rogers from Lake Superior College, in Duluth, Minnesota, and Dr. Brian Inbody, President of Neosho Community College, in Kansas.

Southern is required to do a comprehensive report to the team prior to their arrival and that is due on about October 20th. A timeline has been created to address the comprehensive report. A draft will be ready by as early as August and presented to the campus community for their input, as well as the Board prior to submitting.

An itinerary for the visit be be created. We will have a better idea of who will be interviewed as the date approaches. This is a Focus Visit, meaning they will focus on the Board and the President's office. However, the entire campus will be involved in the visit. Once the site team completes the visit, they will write a report which they will submit to the Institutional Action Council (IAC). The IAC will hold a meeting in the spring and render a decision regarding compliance.

The worst-case scenario would be a show cause order, which means we would have 30 or 60 days to show the HLC why they shouldn't pull our accreditation.

Dr. Dennison is confident that with careful planning and Board training that Southern will have a successful visit.

10. Faculty Senate Report

Mr. Matt Mayo, Faculty Senate Chair, presented the Board with the Faculty Senate report.

Senate held elections in April. Mr. Larry D. Angelo was elected the Senator representing Lincoln site. Faculty contracts were sent at the beginning of the month and are due back to HR by June 30, 2025. Also, Chris Ward, Dean of Professional and Transfer Programs; Candace Hixenbaugh, EET Instructor; and Liza Jackson, Math Instructor; are presently attending the West Virginia Great Teachers seminar, held at North Bend State Park.

11. Finance Report

Ms. Velva Pennington, Chief Financial Officer, presented the Finance report. Currently, it costs the college \$73,421.00 a day to operate. The college has approximately 176 days of operational cash on hand. This year the college has collected \$4,422,123.00 in tuition and fees revenue, which is 94% of the tuition and fees budget.

12. Presidents Report

Dr. Corley Dennison, Interim President presented the President's report. Dr. Dennison spoke to HEPC Counsel regarding House Bill 3279 for guidance. This Bill was passed, and its effectiveness was retroactive to April 12, 2025, the day the Legislature passed the bill. Typically, a bill's effective date begins July 1st. Council advised the Board to review votes taken during the April 15th Board meeting. After review was made, it was verified that all the votes were unanimous. Therefore, no additional vote was needed.

Dr. Dennison clarified House Bill 3279. The bill states, voting members retain the following rights: the right to vote on subcommittees, the right to make a motion, the right to second a motion, the right to vote on a motion, the right to serve as an officer of the Board, and the right to request that a meeting be held.

Non-voting members are allowed to participate in discussions and can request to have an item added to the agenda. They have the right to propose that an item be continued, deferred, or not acted upon so it can be considered by the board. In other words, non-voting members can introduce a motion to table an item, but the voting members of the board must vote on it. Non-voting members have the right to raise a point of order and the right to participate in executive session.

In regard to executive session, it was noted, prior to voting on the bill, that non-voting members would have the right to attend executive sessions. Legal counsel believes because no voting occurs in executive session, that the advisory members can participate. However, the non-voting members would have no vote coming out of that.

The Board will need to revise policy SCP-8600, *Board of Governors Operational Guidelines Policy*, specifically section 4.5.9. regarding quorum. The quorum number will need to be updated; the policy is based on 12 voting members with 7 needed for quorum. We currently have 8 voting members with vacant seat. Now that the membership consists

of 9 voting members, 5 members are needed for quorum.

A Special meeting of the West Virginia Council for Community and Technical College Education will be held next week, Wednesday, June 25, 2025. One item on the agenda item is the extension of Dr. Dennison's contract, which currently ends on June 30, 2025. It is anticipated that the vote will be to extend my contract until December 31, 2025.

13. Action Items

13.1 *Election of Officers

MOTION: Mr. Brent Tomblin made a motion to nominate Mr. Jarrod Fletcher for Chair.

ACTION: Dr. David Lemmon seconded the motion. 3 Yays, 3 Nays. Motion did not carry and Chair Fletcher opened the floor back up for nominations.

MOTION: Mr. Scotty Dingess made a motion to nominate Ms. Sonya Porter for Chair.

ACTION: Mr. David Gresham seconded the motion. 3 Yays, 3 Nays. Motion did not carry and Chair Fletcher opened the floor back up for nominations

MOTION: Dr. David Lemmon nominated Mr. Jarrod Fletcher for Chair.

ACTION: Mr. Brent Tomblin seconded, 5 Yays, 1 Abstentions. Chair Fletcher declared motion adopted.

Chair Fletcher opened the floor for nominations for Vice Chair

MOTION: Mr. Scotty Dingess made a motion to nominate Ms. Sonya Porter for Vice Chair.

ACTION: Mr. David Gresham seconded the motion. 3 Yays, 3 Nays. Motion did not carry and Chair Fletcher opened the floor back up for nominations.

MOTION: Dr. David Lemmon made a motion to nominate Mr. Brent Tomblin for Vice Chair.

ACTION: Mr. Jarrod Fletcher seconded the motion. 3 Yays, 3 Nays. Motion

did not carry and Chair Fletcher opened the floor back up for nominations.

MOTION: Mr. Scotty Dingess made a motion to call a Special ZOOM meeting on June 25, 2025, at 11:30 a.m. for election of Vice Chair.

ACTION: Mr. David Gresham seconded, the motion was carried unanimously, and Chair Fletcher declared the motion adopted.

Chair Fletcher opened the floor for nominations for Secretary

MOTION: Brent Tomblin made a motion to nominate Mr. Scotty Dingess for Secretary

ACTION: Dr. David Lemmon seconded the motion. The motion was carried unanimously, and Chair Fletcher declared the motion adopted.

13.2 * Election for Financial Exigency, Chair

MOTION: Mr. Scotty Dingess made a motion to nominate Mr. Brent Tomblin for Financial Exigency Chair.

ACTION: Mr. David Gresham seconded the motion. The motion was carried unanimously, and Chair Fletcher declared the motion adopted.

13.3 Through 13.8 * Approval of the following minutes:

13.3 *Approval of November 21, 2024, Emergency Board Meeting Minutes

13.4 *Approval of December 17, 2024, Board Meeting Minutes

13.5 * Approval of January 14, 2025, Special Board Meeting Minutes

13.6 *Approval of March 6, 2025, Board Meeting Minutes

13.7 *Approval of March 19, 2025, Special Board Meeting Minutes

13.8 *Approval of April 15, 2025, Board Meeting Minutes

MOTION: Dr. David Lemmon made a motion to approve all the minutes with the amendment to the November 21, 2025, meeting, stating the vote should be 8 Yays to 2 Nays in section 2.

ACTION: Mr. Brent Tomblin seconded, the motion was carried unanimously, and Chair Fletcher declared the motion adopted.

13.9 • Request for Approval of Board of Governors 2025-2026 Meeting Calendar

MOTION: Mr. Scotty Dingess made a motion to approve the Board of Governors 2025-2026 meeting calendar.

ACTION: Ms. Sonya Porter seconded, the motion was carried unanimously, and Chair Fletcher declared the motion adopted.

13.10 *Request for Approval to Release Policy for 30- Day Comment Period

MOTION: Mr. Scotty Dingess moved to adopt the resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for distribution of SCP lxxx, Social Media Policy to Southern's constituents and the Chancellor for Community and Technical College Education for the required 30-day public comment period.

ACTION: Mr. Brent Tomblin seconded, the motion was carried unanimously, and Chair Fletcher declared the motion adopted.

13.11 *Request for Final Approval Following 30-Day Comment Period

MOTION: Ms. Sonya Porter moved the adoption of the following resolutions:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant final approval of the attached policies **SCP-1004**, Copyright Policy; **SCP- 1500**, Philosophy Vision and Mission; **SCP-1750**, Tobacco and Smoke-Free Campus Policy; **SCP-2810**, Sabbatical Leave for Full-Time Faculty; **SCP-2810.A**, Sabbatical Leave Request; **SCP-2810.B**, Sabbatical Leave Promissory Note; **SCP-4233**, The Dean's List of Students Graduation with Honors; **SCP-4398**, Student Grades and Grade Point Average Requirements for Graduation; **SCP-5050**, Assessment Payment and Refund of Tuition and Fees; **SCP-5066**, Third Party Tuition and Fee Waivers; **SCP-5066.A**, Third Party Tuition and/or Fee Waiver Agreement; **SCP- 5620**, Traffic and Vehicle Speed Flow and Parking Regulations; **SCP-7125**, Information Technology Acceptable Usage; and **SCP-7720**, Security of Information Technology,

ACTION: Mr. Scotty Dingess seconded, the motion was carried unanimously, Chair Fletcher declared the motion adopted.

14. Informational Items

- 14.1 Resolution Reporting on Undergraduate Tuition and Fee Waivers**
- 14.2 Comparison of WVCTC's**
- 14.3 Organizational Chart**
- 14.4 Board of Governors Self-Evaluation**

Ms. Regia Bias, Dean of Accreditation and Assessment/Accreditation Liaison Officer, asked Board Members to have to her by August 1, 2025, the Conflict of Interest and Ethics Compliance form as well as the Self-Evaluations.

Ms. Bias explained the process and importance of the Conflict-of-Interest and Ethics Compliance survey form. Ms. Bias stated that the form will be sent by email around July 1, 2025. She thanked the Board for their service, insights and continued dedication to Southern.

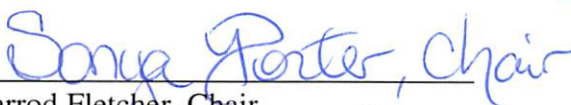
14.5 Board of Governors Bios for HLC focus visit.

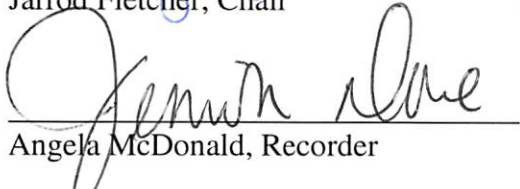
MOTION: Mr. Scotty Dingess made a motion to move 14.1, 14.2, 14.3 and 14.6 to the August meeting.

ACTION: Ms. Sonya Porter seconded, the motion was carried unanimously, and Chair Fletcher declared the motion adopted

15. Adjournment

There being no further business, Chair Fletcher called meeting adjourned.

 9-16-25
Jarrod Fletcher, Chair

 9-16-25
Angela McDonald, Recorder

*Denotes an item requiring action/approval

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