



**Southern West Virginia Community and Technical College
Board of Governors
Meeting of October 28 2025
100 College Drive, Logan, WV
Logan Campus, Building C, Room 428
Via Zoom
6:00 p.m.**

To join via ZOOM:

<https://zoom.us/j/96432569976?pwd=BqVaYtbXfnkVgRz8c9EV3yJthuKA2t.1>

Meeting ID: 964 3256 9976

Passcode: 231384

Dial-in Only: 1-301-715-8592

MINUTES

Board Members Present: Sonya Porter, Chair; Brent Tomblin, Scotty Dingess, David Gresham, Katie Endicott, Mary Phipps, Anna Adkins, Chris Gray, Maudie, Orraca-Tetteh and Brayden Williamson

Board Members Absent: None

Also Attending: Interim President, Dr. Corley Dennison, Jennifer Dove, Recorder, Velva Pennington, Chief Finance Officer, Debbie Dingess, Chief Human Resources Officer, Teri Wells, Chief Student Services Officer, Stacy Dingess, Chief External Affairs Officer, Matt Mayo, Faculty Senate Chair, and Kim Maynard, Classified Staff Chair.

Guests: None

1. Call to Order

Board of Governors Chair, Ms. Sonya Porter, declared a quorum present and convened the meeting at 6:00 p.m.

2. Student Services Annual Report

Ms. Teri Wells presented the Student Services Annual report to the Board and shared the following highlights to explain the role and make up of Student Services:

- Student Services is made up of 20 employees, eight with ten plus years and 5 of those with 20 plus years of service.
- Most of those employees are Southern Alumni that have obtained a Bachelor's and/or a master's degree.
- Student Services houses Recruitment, Admissions, Financial Aid, Advising, Student Success, Registrar, and several grant programs.
- Southern's recruiter finished the West Virginia ACRO Roadrunner Tour. He visited 12 high schools and obtained 760 scans. (Scans are individual stops by Southern's table by students)
- Admissions processed 4,00 admission applications since last June. Admission office is tasked with preventing fraudulent students from applying, registering, and

receiving state and federal aid. Admissions emails and texts students and potential students of events on campus and in the community.

- Financial Aid awarded \$3.3 million dollars in federal and state grants and loans, scholarships, waivers and other financial resources for Fall 2025. This office hosted FAFSA days to assist students in completing their FAFSA. FAFSA days will be held every Thursday and Friday in November. Southern's Veterans Representative will also be in attendance.
- Student Success Advisors help students year-round with advising and registering for classes. Advisors participate in grant required initiatives, honor societies, student government, disability services, financial aid appeals, orientations, and various other events. Housed in the Student Success area are two faculty tutors on both the Williamson and Logan campuses or via SS Connect.
- Student Success offers a variety of workshops, test preps, and skills to assist those students who may be at risk.
- Registrar's office works to make sure all transfer credits are applied to the student's record and that credits transfer into Southern from other schools. Oversees the degree audit tool Degreeworks, college catalog and handbook, veteran benefits, graduation checkout and ceremonies, and SS-connect.

3. Development Office Update

Mr. Stacy Dingess presented the Development Office update to the Board.

- The December 31, 2024, audit revealed no significant findings, only a couple of procedural changes. All but one of the suggestions has been completed due to staffing needed to implement.
- Year-end net assets were \$5,438,000.00. This was an increase of \$772,000.00 from the previous year due to investment strategies and a favorable market.
- In addition to the \$409,000.00 gain on investment, the interest investments were \$137,000.00.
- Three new donors were secured in 2024. Two of those donors gave \$100,000.00, and one gave \$35,000.00.
- Community fundraisers are still held to help keep Southern in the community and assist with college activities.
- The Foundation receives a small budget from the College in the amount of \$3,500.00 annually, which is used mostly for office expenses. The Foundation is self-sustaining.
- Auditors noted that college covers Mr. Dingess' salary. The Foundation has two and one-half employees who also have duties that are not related directly to the Foundation. Mr. Dingess shared that the college's cost for the salaries is \$136,921.00. However, the Foundation in turn, gives scholarship funds to the college in the amount of \$203,778.00 in addition to \$25,000.00 in direct assistance to the students.
- Mr. Josh Workman is the new Chair of the Foundation Board. Mr. Canterbury remains on the Executive Board.
- United Wealth Management handles all investments and endowments. Logan Bank and Trust handle the accounts for daily costs and some CDs.
- Launched two new scholarships in 2025 and received verbal confirmation from a current donor for another \$100,000.00. That donation will go directly to the Workforce Development programs.
- Working with two potential new donors.

4. Emergency Preparedness Report

Mr. Joe Linville presented the Emergency Preparedness report to the Board.

- Cleary Act report was completed and submitted on October 1st. Southern had no crimes to report.
- Newsletters are sent out to employees monthly that focus on various safety topics.
- Annual inspections of various areas on campus are completed by BRIMM, Southern's insurance provider. Should an area of concern be found, Southern has 60 days to correct the issue.
- Annual fire alarm and monitoring service for all fire alarms on each campus that provides 24/7 monitoring of the college.
- Sprinklers are monitored on a quarterly basis.
- Southern has two emergency plans. One plan encompasses the college as a whole and one plan for each individual campus.

5. Faculty Senate Report

Mr. Matt Mayo provided the following updates from Faculty Senate:

- Ten faculty have applied for promotions and salary enhancements.
- Faculty is currently reviewing a couple policies and procedures.
- Course feedback survey review is near completion.
- The Distance Learning Committee met recently to implement an AI policy.
- Will follow up on subcommittees that were formed due to SIP-2200.A, SCP-2000, and SCP-2375 after Faculty Senate meeting on Governance Day.
- Proctoring policy is being reviewed and near completion.
- Faculty Senate will meet at 12:30 on Governance Days to accommodate those teaching on Fridays.
- Will Alderman will attend the upcoming ACF retreat. One area of discussion is the loss of faculty voting privileges on Boards.

6. Classified Staff Report

Ms. Kimberly Maynard provided the following updates from the Classified Staff Council:

- Classified Staff supports Southern in its mission.
- Classified Staff review and make recommendations regarding policies and procedures.
- Classified Staff represent Southern in professional organizations.
- Concerns from classified staff and non-classified staff are brought to the college, administration, and Board of Governors.
- Classified staff help to strengthen morale.
- Southern Samaritans have given one donation since the last Board meeting.
- Hallmark Committee send cards acknowledging birthdays and other life events.
- Preparing for the upcoming HLC visit, approved holiday calendar, and met with the President.
- Held elections to fill vacancies in various committees.
- Classified Staff continue to complete vector training provided by Human Resources.
- Updating Classified Staff Constitution to reflect closure of Boone and Wyoming campuses.

7. Finance Report

Ms. Velva Pennington, Chief Finance Officer, provided the following financial update:

- The college has 693 days of operation cash on hand, and it costs the college approximately \$18,214.00 to operate.

- The first quarter of new academic year is complete and successfully completed the financial audit.
- Recording revenue for the year has begun. Ms. Pennington noted that not all transfers to record tuition and revenue are reflected in this report. This is because the first financial aid disbursement occurred in late September and revenue transfers are reported after disbursements take place.
- Ms. Pennington explained some recent history regarding the previous financial audit in 2023 that resulted in a material weakness and in 2024 the audit improved to a significant deficiency. Ms. Pennington is happy to share that in December this year the auditors' report to the Board will reflect no deficiencies or weaknesses. Ms. Pennington recognized the hard work and commitment of her team to make this happen.
- Budget planning for the upcoming year is underway. Will be looking at the ECA business model to make some adjustments as well as tuition and fee models. Finance will also look at how budget estimates on FTE are processed to help determine if it coincides with what the expected revenue earned is.

8. President's Report

Interim President Dennison provided the following update:

- HLC visit is November 17th and 18th. Pre-site visit report has been submitted. The itinerary has been set for the visit and Dr. Dennison shared with the Board. Ms. Carolyn Long spoke to all employees on Governance Day regarding the process and what to expect during the visit. Once the site visit is complete the team will write a report and submit it to us for a response. Once received, Southern will have approximately one month to respond and only to errors of fact.
- The final report will be submitted to the Institutional Action Committee (IAC) who will submit their report with recommendations. A second committee will hear the recommendations. Dr. Dennison expects to receive the final report possibly in June of 2026
- The CTC Council will meet on Thursday at 2 o'clock following the statewide Board of Governors Summit. Southern is on the agenda to present a status update on governance issues and Dr. Dennison's contract. Dr. Dennison will share that governance issues have been resolved and that extensive Board training is ongoing.
- President's cabinet is performing extensive reviews of policies and academic programs. Two task force committees have been created: Finance Planning Committee and the Strategic Enrollment Committee. One recommendation from Strategic Enrollment is two new entry points for students one mid semester of spring and fall. Students can also choose from many 7 to 12-week courses and still obtain a full schedule.
- CTC Council is considering extending Dr. Dennison's contract to May. Dr. Dennison briefly discussed a presidential search and shared that the Board would receive guidance from the Chancellor and Council on the process. Ms. Long has agreed to help with the search.
- Trunk or Treat will be held on the Logan campus Thursday. This is our largest community event.
- Southern will host holiday reception on December 11th at 6:00 p.m. for employees and their families.

9. Action Items

9.1 Approval of August 19, 2025, Board Meeting Minutes

MOTION: Scotty Dingess made a motion to approve August 19, 2025, Board meeting minutes with corrections.

ACTION: The Motion was adopted by 7 in favor and 0 opposed.

9.2 Approval of September 16, 2025, Board meeting Minutes

MOTION: Scotty Dingess made a motion to approve September 16, 2025, Board meeting minutes as presented.

ACTION: The Motion was adopted by 7 in favor and 0 opposed.

9.3 Request for Approval to Release for 30-day Comment Period

9.3.1. SCP-1160, *Equal Opportunity and Nondiscrimination Philosophy*

MOTION: David Gresham made a motion to adopt the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for distribution of SCP-1160, *Equal Opportunity and Nondiscrimination Philosophy*, to Southern's constituents and the Chancellor for Community and Technical College Education for the required 30-day public comment period.

ACTION: Anna Adkins Seconded the motion. The Motion was adopted by 7 in favor and 0 opposed.

9.3.2 SCP-3670, *Public School Service Program* and SCP-3670.A, *Public School Services Form*

MOTION: David Gresham made a motion to adopt the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for distribution of SCP-3670, *Public School Service Program*, and SCP-3670.A, *Public School Service Form*, to Southern's constituents and the Chancellor for Community and Technical College Education for the required 30-day public comment period.

ACTION: Anna Adkins seconded the motion. The Motion was adopted by 7 in favor and 0 opposed.

9.4 Request for Final Approval Following 30-Day Comment Period

9.4.1 SCP-8600, *Board of Governors Operational Guidelines Policy* and SCP-8600.A, *Board of Governors Operational Guidelines*

MOTION: Scotty Dingess made a motion to adopt the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant final approval SCP-8600, *Board of Governors Operational Guidelines Policy*, and SCP-8600.A, *Board of Governors Operational Guidelines*, following the required 30-day comment period.

ACTION: David Greahsam seconded the motion. The Motion was adopted by 7 in favor and 0 opposed.

9.4.2 SCP-2300, *Anti Nepotism Policy* and SCP-2300.A *Workplace Conduct and Professional Expectations*

MOTION: Mary Phipps made a motion to adopt the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant final approval SCP-2300, *Anti-Nepotism Policy*, and SCP-2300.A, *Workplace Conduct and Professional Expectations Agreement*, following the required 30-day comment period.

ACTION: Brent Tomblin seconded the Motion. The Motion was adopted by 7 in favor and 0 opposed.

9.5 Request for Approval of a Second Additional 30-Day Comment Period

9.5.1 SCP-1200, *Social Media Policy*

MOTION: Scotty Dingess made a motion to adopt the following resolution:

RESOLVED, That the Southern West Virginia Community and Technical College Board of Governors grant approval for distribution of SCP-1200, *Social Media Policy*, to Southern's constituents and the Chancellor for Community and Technical College Education for an additional 30-day public comment period.

ACTION: Anna Adkins seconded the Motion. The Motion was adopted by 7 in favor and 0 opposed.

10. Informational Items

10.1 Policy and Marketing/Strategic Enrollment Committee

Dr. Dennison referred to both committees during his report. Both committees are meeting on a regular basis. Recommendations from both committees to Cabinet are expected soon.

10.2 The next regular Board of Governors meeting will be held December 16, 2025, at 6:00 p.m.

11. Executive Session under Authority of WV Code § 6-9A-4 for the following:

Chair Porter invited a motion for the Board to enter Executive Session. Scotty Dingess moved that the Board of Governors enter an Executive Session pursuant to West Virginia Code §6-9A-4 to discuss:

- 11.1 Possible contract discussion under WV Code §6-9A-4(2)(G) relating to ongoing negotiations.
- 11.2. Possible property conveyance under WV Code §6-9A-4(2)(E).
- 11.3 Possible lease discussion under WV Code §6-9A-4(2)(E).

Brent Tomblin seconded the motion that was adopted by 7 in favor and 0 opposed. Chair Porter declared the motion adopted and the Board then met in an Executive Session at 6:50 p.m. Following deliberations, Scotty Dingess moved that the Board rise from Executive Session and reconvene in open session. Brent Tomblin seconded the motion that was adopted by 7 in favor and 0 opposed. The Board took no votes nor made any decisions during the Executive Session.

MOTION: Scotty Dinges made a motion to authorize Dr. Dennison, Joe Linville, and Sonya Porter, Chair to negotiate any contract and bring back to the Board information regarding leasing space at the Williamson Campus.

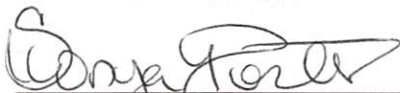
ACTION: Brent Tomblin seconded the Motion. The Motion was adopted by 7 in favor and 0 opposed.

MOTION: Brett Tomblin made a motion to authorize Stacy Dingess, on behalf of the Southern Foundation, to convey two acres of surface property adjacent to Southern's property and any potential mineral rights.

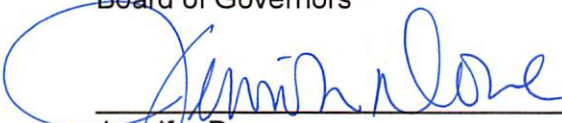
ACTION: David Gresham seconded the Motion. The Motion was adopted by 7 in favor and 0 opposed.

12. Adjournment

There being no further business, Chair Porter declared the meeting adjourned.



Sonya Porter, Chair
Southern West Virginia Community and Technical College
Board of Governors



Jennifer Dove
Executive Assistant to the President
and Board of Governors