



**Southern West Virginia Community and Technical College
Board of Governors
Meeting of October 15, 2024
100 College Drive, Logan, WV
Logan Campus, Building C, Room 428
Via Zoom**

<https://zoom.us/j/98756998061?pwd=vXhF2JCqsEM8Hlb7NA6pi500asYBSw.1>

Meeting ID: 987 5699 8061

Dial-in: 1-646-876-9923

6:00 p.m.

MINUTES

Board Members Present: Bud Baldwin, Chair; Shawn Cline-Riggins, Vice-Chair, George Nisbet, Secretary, Sam Stewart, Chris Gray, Chris Ward, Sydney Brown, David Gresham, David Lemmon, Jarrod Fletcher, and Kristi Perkins

Board Members Absent: Josh Stowers

Also Attending: President, Dr. Pamela Alderman, Velva Pennington, Chief Finance Officer, Joe Linville, Chief Facilities Management Officer, Debbie Dingess, Chief Human Resources Officer, Tom Cook, Chief Information Officer, Darrell Taylor, Chief Student Services Officer, David Lord, Director of Safety and Campus Operations, Kim Maynard,

Guests: Ruffner Woody, Chris Canterbury and Chris Varney

1. Call to Order

Board of Governors Chair, Mr. Robert Baldwin, declared a quorum present and convened the meeting at 6:00 p.m.

2. Call for Public Comments to the Board of Governors

During the Public Comment period, concern was raised that Board members were “getting into the weeds” as previously noted in the 2018 and 2020 Higher Learning Commission report. Those commenting voiced their concern that this could be an issue for the college in the future. Also, comments were received by those thanking the Board for their support of the upcoming Hospitality and Tourism program that will be on the Williamson Campus. No further speakers came forward.

3. Emergency Preparedness Report

David Lord, Director of Safety and Campus Operations presented the Emergency Preparedness report to the Board. The complete report is attached to the agenda packet. Mr. Lord presented the following highlights to the Board:

- Annual Campus Safety Survey and Crime Report. This report is filed with the Department of Education annually. Clarified that non campus buildings are the schools who have ECA (Early College Academy) courses.
- Governance Day presentation on September sixth covered all topics required by BRIM.
- Reviewed the trainings performed over the past year.
- Mr. Lord also attached a copy of the monthly Safety Newsletter which is sent out to all employees.

4. Classified Staff Report

Ms. Kimbely Maynard, Chair of Classified Staff presented the following update from Classified Staff:

- Classified Staff met with President Alderman on October 8th.
- The Administration is invited to come to speak to Classified Staff to inform them of what is currently going on in their respective areas.
- Teri Wells, Registrar, spoke to Classified Staff in August regarding “actor students” and the issues that arise from them.
- Tom Cook, Chief Information Officer spoke to Classified Staff in September regarding security issues. Mr. Cook also asked for them to activate their Southern app. The app is a good way to receive information about any emergencies on campus.
- Southern Samaritans is a subcommittee of Classified Staff that will help provide assistance to staff who may be going through a tough time, such a family illness, fires, floods, etc. Samaritans can do that with funds that are raised. The upcoming fundraiser will be selling chances to movie baskets.
- Classified Staff Constitution has been submitted to the Policy and Procedures committee for approval for advancement through the governance structure.

5. Faculty Senate Report

Mr. Matt Mayo, Faculty Senate Chair presented the following update to the Board:

- Mr. Mayo introduced himself as the new Chair of Faculty Senate.
- Senate is currently accepting input from Faculty on the Faculty Handbook. The Faculty Handbook will be submitted to the Policy and Procedures committee for their review and approval to advance on through the governance structure.
- Faculty is currently working on policy reviews.

6. HLC Institutional Response Update

Mr. Bill Alderman, Business Professor/Accreditation Liaison Officer and Special Projects provided the following HLC update to the Board:

- Current criteria is in effect until August 2025 and the revised criteria will take effect September 2025.

- There are now four criteria teams that will begin to meet possibly next month. Will continue writing branching off the interim report.
- Summary of Adopted Changes is required by policy to comprehensively review criteria for accreditation.
- Mission reflected approach. HLC has adopted revisions at a new institutional mission section at the beginning of the criteria for the accreditation policy. Institution must demonstrate how it meets those criteria through this mission reflective lens. The relationship between the mission and criteria is threaded throughout that criteria with mentions of the mission in each of the 4 criteria. This is more streamlined and provides clarity.
- HLC consolidated criteria on teaching and learning.
- Upcoming plans and proposals are forthcoming. Mr. Alderman has submitted a proposal to be a peer reviewer for HLC. Regia Bias has already been selected as a peer reviewer. A presentation proposal has been submitted based on our last HLC report at the Annual HLC conference in April.
- Plans for the Assessment Academy's future, that is currently being reviewed.
- HLC has proposed dates for the 2026-2027 mid-cycle review. October 2026 was the first selection with November 2026 as the second option. For Spring, April 12-13th 2027 was the first choice with April 5-6th as the second option.
- Mid-cycle review is our next year of reaffirmation of accreditation that will go towards our 2032-2033 campaign. This is impressive to have a mid-cycle review which is standard for our standard pathway.
- Mr. Alderman reviewed the timeline that was provided in the agenda packet.
- Mr. Alderman explained how the criterion has changed.
- Mr. Alderman also provided an updated list of professional developments attended by himself and Regina Bias.
- Assessment Academy will defend their final project tomorrow and Monday morning in Chicago. Nathan Freeman, Larry D'Angelo and Regina Bias. Mr. Alderman highlighted some sections of the project for the Board.

7. Finance Report

Ms. Vela Pennington, Chief Finance Officer provided the following Finance update to the Board.

- First Quarter of the fiscal year has ended. Financial statements were due on October 1st and that deadline was met. This will be presented at the December meeting.
- The first round of Pell refunds was issued to students on September 19th in the amount of \$1,388,197.99.
- On target with overall spending. Spending on average 26% in all areas.
- It currently costs the college \$19,476.00 a day to operate.
- We currently have 192 days of operational cash on hand.

8. President's Report

President Alderman provided the following highlights from her report that was attached the agenda packet:

- Today is census day. Southern is up almost 2% in headcount and full-time equivalency. Everyone at Southern has done a great job to make this happen. This is the sixth straight semester that Southern has seen an increase.

- The first Governance Day of Academic Year was held on September 6th.
- Southern was selected by Modern Think as a great College to Work For in Shared Governance and Faculty Experience. Southern has been awarded this recognition three times since 2021.
- Southern's Allied Health and Nursing faculty, staff and students and student services representatives attended Pikeville Medical Center's Bridge Day. Approximately 100 individuals from Southern participated in the event. This was a recruiting event when we not only recruited for the Allied Health and Nursing programs but also for our academic and workforce programs as well.
- Boone and Logan Campuses participated in Save a Life Day hosted by the West Virginia Collegiate Recovery Network.
- We have participated in several community events including the Apple Butter Festival in Chapmanville and Heat in the Hills at Lincoln County.
- Still in the process of looking for a site for the Boone Campus.
- Papers finalizing the sale of the Wyoming Campus to the Wyoming County 911 Center will be tomorrow at 10 a.m. on the Wyoming Campus.
- The Strategic Plan is nearing completion. The Board will receive the Strategic Plan to approve at the December BOG meeting.
- President Alderman asked Mr. Stacy Dingess to update the Board on recent donations. The Foundation has received approximately \$170,000 in the last four weeks. Mr. Stacy reported the individual donations as well as the truckload of food from Sysco that replenished food to the food pantries on each of our campuses.
- The new Hospitality and Tourism program is moving through the governance system and should be to the Board for approval at the December meeting.
- Received \$800, 000 earmark for the Early College Academy.
- Received \$1,250,000 earmark and \$375,000 from the Governor's Contingency Funds for Logan Campus Library updates.
- Applied for a Perkins Grant to support the Junior Nurse Academy for Summer 2025 and Summer 2026 on the Logan Campus.
- Still working to finalize the SREB grant.
- West Virginia Higher Education Policy Commission and West Virginia Community and Technical College System have announced that Southern will receive a \$5,000 First Generation Student Success Grant. This Grant aims to recruit, retain, and foster the success of first-generation college students.
- Governor and Legislature has approved a third round of nursing expansion money. Southern anticipates receiving some of that money, since all the schools in West Virginia received it last time.
- President Alderman provided the Board a list of upcoming events, graduations, and holiday dates and times.

9. Action Items

9.1 Approval of August 20, 2024, Board Meeting Minutes.

Minutes were not available at this time and were tabled to the December 17, 2024, Board meeting.

10. Informational Items

10.1 Organizational Chart

Ms. Debbie Dingess provided the current Organizational Chart to the Board which was attached to the agenda packet.

10.2 Presidents Evaluation

Ms. Debbie Dingess informed the Board that according to West Virginia Community and Technical College Council, Legislative Rule Series 5 and also in West Virginia Code regarding evaluation of community college presidents, the Governing Board for Community Colleges will conduct a formal and a structured written performance evaluation of the President at the end of their initial contract period. Then every third year thereafter not five years. As such, five-year evaluations are reserved for four year institutions that fall under the West Virginia Higher Education Policy Commission. Southern's policy SCP-8600.A states that the Board will conduct annual evaluation of the President in a form decided upon by the Board. To stay in compliance with SCP-8600, President Alderman would receive an informal written every year with a method that you determine, such as questionnaires to the Board. Since the President received her comprehensive formal evaluation in 2023, and to be in compliance with the WV CTCS rules in WV State Code, her next formal comprehensive evaluation is not due until the year 2026.

10.3 The next regular Board of Governors meeting will be held on December 17, 2024 at 6:00 p.m.

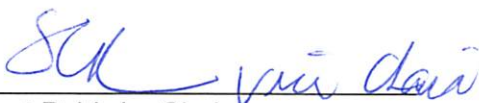
11. Possible Executive Session under Authority of WV Code §6-9 Regarding Personnel

11.1 Personnel Matters

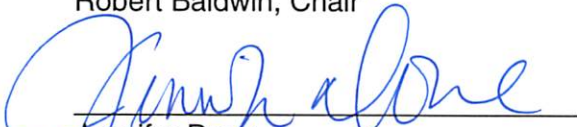
Chair Baldwin invited a motion for the Board to enter Executive Session. David Lemmon moved that the Board of Governors enter an Executive Session pursuant to West Virginia Code §6-9A to Discuss Personnel Matters. Jarrod Fletcher seconded the motion that carried unanimously. Chair Baldwin declared the motion adopted and the Board then met in an Executive Session at 7:55 p.m.

12 Adjournment

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



Robert Baldwin, Chair



Jennifer Dove
Executive Assistant to the President
and Board of Governors