

**MINUTES**  
**Mountwest Community & Technical College**  
**Institutional Board of Governors**  
**January 21, 2021**

Present: Ed Bays, Cathy Burns (phone), David Earl, Thomas Gibson, Jeffrey Goad, Dinah Ledbetter, Tony Martin (phone), Melvin Miller (phone), Mark Morgan, Charlotte Dee Preston, and Rodney Wiles (phone)

Absent: Gabriela Lett

Also Attending: S. Derek Adkins, VP of Finance/CFO; Latrenda Clay, Executive Secretary to the President; Matt Crutchfield, Director of Communications & Marketing; Michael McComas, VP of Academic Affairs; Michael G. Sellards, Interim President; Rebecca Settle, Director of Assessment / Associate Professor of English and Mesha Shamblin, VP for Student & Employee Services.

**I. Call to Order**

After determining a quorum was present, Chairman Goad called the meeting to order at 8:00 am.

**II. Minutes Approval**

Upon a motion by Mr. Martin, seconded by Mr. Bays, the Board approved the minutes for the regular meeting of November 16, 2020.

**III. Finance Committee Report**

Mr. Morgan, chair reviewed the monthly financial report including Committee Minutes, Cash Report, and the Cash Operating Budget Analysis. Also, Mr. Morgan gave an update on several Workforce projects.

Mr. Morgan reported on the lease of Cabell Hall to Prestera Center for foster children integration programs effective January 1, 2021.

**IV. President's Report**

The following are highlights from the Presidents Report:

- A. Mr. Sellards discussed the importance of the upcoming HLC accreditation visit and the priority assigned by administration.

Mr. McComas, VP of Academic affairs and Rebecca Settle, Director of Assessment/ Associate Professor of English gave an introduction and an update to the Board on the results of the last accreditation visit and the current initiatives to prepare for the November 2021 accreditation site visit.

Please see attached for the presentation details.

Criterion 1 – Mission

Criterion 2 – Integrity: Ethical and Responsible Conduct

Criterion 3 – Teaching and Learning: Quality, Resources, and Support

Criterion 4 – Teaching and Learning: Evaluation and Improvement

Criterion 5 – Institutional Effectiveness, Resources, and Planning

- B. A discussion of enrollment management was conducted by Mr. Sellards and Ms. Shamblin. Spring enrollment is down year to date 16% which is consistent with the approved FY budget. Ms. Shamblin discussed the reorganization of student recruiting and the hiring of a director of recruiting.

- C. Mr. Sellards and the executive team have been developing a draft strategic plan for the past several months and will schedule focus groups for input and discussion. The Board of Governors will review and approve the final document in the Spring 2021 consistent with HLC standards.
- D. The Mountwest Foundation has established an Alumni Chapter with about 150 members. The purpose of the Foundation and the alumni chapter is to support and enhance the college through financial giving and public relations.
- E. Mr. Sellards shared that Mountwest Faculty and Staff are receiving their Covid-19 vaccines as they are available through state release. Mr. Pell is conducting the schedules.
- F. A Governance Committee was appointed by Mr. Goad to review and recommend the appropriate Committee Structure of the board of governors. The committee will meet in the Spring. Committee Members are: Mr. Goad (Chair) Ms. Burns, Mr. Earl, Mr. Gibson, Mr. Martin and Mr. Morgan. Mr. Sellards and Mr. Adkins will serve as ex officer members.

**V. Presidential Search Committee**

Mr. Gibson, Chair thanked the committee members for their willingness to serve. He and Ms. Shamblin discussed the timeline for application submission, committee interviews and on campus visits with the board of governors.

The timeline is attached.

**VI. Executive Session under the Authority of WV Code §6-9A-4**

Upon the motion by Mr. Gibson, seconded by Mr. Earl the Board entered into Executive Session. After session, upon a motion by Mr. Morgan, seconded by Mr. Bays the Board entered into Open Session with no action being taken.

**VII. Announcements**

The regularly scheduled meeting of the IBOG will be held on Thursday, February 18, 2021 in Room G07A at 8:00 am.

**VIII. Adjournment**

There being no further business, the meeting was adjourned at 9:55 am by Chairman Goad.

  
Jeffrey Goad, Chairman

  
Thomas Gibson, Secretary

Attachments:  
HLC Accreditation  
Search Timeline