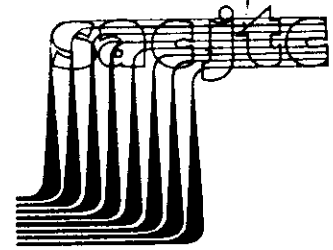


Southern Association of Community, Junior, and Technical Colleges



WINTER BOARD MEETING
SACJTC--FEBRUARY 29/MARCH 1 1992
SADDLEBROOK RESORT
WESLEY CITY, FLORIDA

1. President Jones called the meeting to order at 2:00 p.m. on Saturday, February 29, 1992, and distributed the agenda. Copy on file with the minutes.
2. Members present: President Milton Jones, VP Rudy Groomes, Editor Lex Walters, Secretary/Treasurer Ron Horvath, Immediate Past President Marilyn Beck, and Board Members Phail Wynn, James Ford, and Marvin Cole. Members absent: Eddie Smith, Linda Young, and Ray Hawkins.
3. The minutes from the two (2) December meetings (Board Meeting and Annual Meeting) were approved with one name correction (Lex Walters not Lex Baxter).
4. President Jones led the discussion/evaluation of the December Annual Meeting. Items that attained consensus included:
 - a. The printed program should contain a brief biography of the speaker.
 - b. We should add some historical information to the printed program, including the names of the past Presidents of SACJTC. Marilyn Beck will do some checking and report at the April meeting.
 - c. The Association will not read of the names of retiring Presidents at the luncheon--too many logistical problems.
 - d. The Board authorized planning for 175 attendees at the December 1992 luncheon meeting in Dallas.
 - e. Members were asked to continue the practice of donating at least one door prize for the luncheon.
 - f. The Board was delighted with the Jazz band entertainment provided by the Delgado CC students. Ron Horvath distributed a copy of a thank you letter he had received from James Caillier. Rudy Groomes will contact Ray Hawkins (Texas host) and work on some entertainment before and during the 1992 luncheon.
 - g. Phail Wynn volunteered to prepare and deliver the invocation.
 - h. The luncheon will probably be scheduled for **Tuesday, DECEMBER 8, SUBJECT TO SCHEDULING BY SACS.**

- i. THE BOARD WILL MEET ON SATURDAY, DECEMBER 5 AT APPROXIMATELY 4:00 TO 6:00 P.M. THE DINNER WILL BEGIN AT ABOUT 7:00. MARK YOUR CALENDARS NOW.
- j. The Presidential plaque will be presented to Milton Jones at luncheon. The plaques for the outgoing Board members will be presented at the Saturday Board meeting.
- k. The theme was tentatively set--Total Quality Management. Jim Ford will work with Milton Jones on a speaker (Jim Burge, Motorola) and possible external funding by TVA or another group. The second choice for a theme was the SREB funding information that was recently released plus the SREB area budgets for 1992 and 1993.

5. Secretary/Treasurer Ron Horvath distributed several handouts (Copies on file with the minutes):

- a. Final 1991 Financial Statement (approved).
- b. 1992 Budget (previously approved) with some slight modification to reflect the Association's new permanent assets.
- c. Membership report by state, including a list of payees and non-payees.
- d. Membership comparisons between 1991 and 1992.
- e. Certificate of Deposit information, including list of authorized signers (Horvath, Walters, Jones, Lenahan--RJH Secretary).
- f. List of officers. Copy was updated and included with this mailout.
- g. List of Winter Meeting sites for last several years.

6. Ron also reported that he purchased a recognition plaque for retiring Board member James Caillier.

7. Ron concluded his report by stating that he would send the membership list by state in late April or early May to be updated by the Board.

8. Editor Lex Walters presented his plans for the Newsletters and Occasional Papers to include: Tech Prep; Board members Phail Wynn and Jim Ford; Ray Hawkins in the Fall; Spotlight on leaders--Ruth Shaw in June, Charles Wethington in the Fall (Alternates will be Jack Campbell and Karen Bowyer). Occasional Papers would focus on TOM--tie in with luncheon; the Kentucky Leadership Academy; or the Budget situation in the South.

9. Lex will also check the implications of adding a 2nd or 3rd copy of the Newsletter to the mailouts. The Board agreed that the mailing cost should be held to 29¢, but that an additional copy or two of the Newsletter should go to the members.

10. President Jones appointed the following committees--NOMINATING (Marilyn Beck, Ray Hawkins, Phail Wynn) and AUDIT (Eddie Smith and Jim Ford).

11. Marilyn Beck led the discussion of the SACJTC program to be presented at the AACJC Convention in Phoenix in April. Marilyn will moderate; James Caillier, Jim Richardson, and Lex Walters will present information on the President's role in fundraising. The session is scheduled for Tuesday, April 14 at 8:30 a.m. Lex will put a notice in the next Newsletter if possible. The Board expressed its individual and collective thanks to Eddie Smith for preparing and submitting the proposal to AACJC. The SACJTC Board will meet on Sunday, April 12 at 11:00 a.m. Milt will send out a reminder to the Board.

12. As stated above, the SACJTC BOARD WILL MEET IN PHOENIX AT 11:00 A.M. ON SUNDAY, APRIL 12. WE WILL GATHER AT THE REGISTRATION DESK IN THE HYATT HOTEL.

13. The Board reviewed the Management Sub-Cycles and updated them where necessary. Ron will send out copies at a later date. The Past President now has a duty--to review the Constitution and By-Laws and present recommendations for changes to the Board at the Winter meeting.

14. An editorial change or two was made in the By-Laws. It dealt with the timing of the appointment of the Nominating Committee.

The Board adjourned at approximately 5:30 p.m. The dinner session was at the Columbia Restaurant in Tampa. The meal and the entertainment were excellent. President and Mrs. Jones hosted. The five guests paid their own expenses for the meal.

The Board reconvened at 8:00 a.m., Sunday, March 1. A continental breakfast was served.

15. President Jones called the meeting to order at 8:30. The group began the discussion of the Winter meeting and the maximum reimbursement to be provided for each Board member. No consensus was reached; however, the group did agree to meet TENTATIVELY in Charleston, SC, next February, subject to VP Groomes' fact finding mission on the availability and suitability of the Wild Dunes Resort in Charleston. Rudy will report at the AACJC Sunday meeting.

16. Ron presented three ideas to expand services to members:

- a.. A formal certificate of membership.
- b. A "trinket" with the SACJTC logo.
- c. A \$100 scholarship to a member institution (per state).

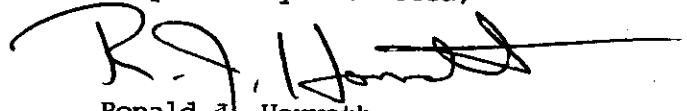
The Board asked Ron to pursue the Formal Certificate but to drop the trinket and the scholarship ideas.

17. Ron also reminded the group to submit expense statements to him as per the usual reimbursement provided by their state or institution. The maximum amount was to be \$350. Mileage will be paid at the rate of 25¢ per mile.

18. All members expressed their individual and collective appreciation to Milton and Alice for their hospitality during the Board meeting. The facilities

at Saddlebrook were excellent, and the Saturday night dinner at the Columbia was superb. The meeting adjourned at about 9:30 a.m.

Respectfully submitted,



Ronald J. Horvath
Secretary/Treasurer