

Southern Association of Colleges with Associate Degrees

Board Meeting

April 20, 2017

VIA Phone Conference Call

10:00 a. m. EDT

DRAFT MINUTES

Present: Dr. Ronnie Nettles, President; Dr. Dr. Patricia Lee, Vice-President; Dr. Joan Davis; Dr. Dean Sprinkle; Dr. Pam Boehm; Dr. Karen Bowyer; Dr. Kristin Williams; Dr. David Campbell; Dr. Ingrid Thompson-Sellers; Dr. John Enamait; and Dr. George Edwards, Executive Secretary-Treasurer.

Absent: Dr. Ed Meadows, Past President.

I. Call To Order

The meeting was called to order by Dr. Ronnie Nettles, President at 10:00 a. m.

II. Approval of the December 2016 Minutes

Dr. Karen Bowyer moved to accept the minutes of the December 3, 2016 Board meeting with some minor edits. Dr. Sellers seconded the motion. The minutes were approved unanimously.

III. Board Officers and Members

Dr. Edwards referred the board to the attached listing of all information related to the board and officers. If any corrections need to be made, please let Dr. Edwards know.

IV. Membership Report by State

Dr. George Edwards reported on membership by state. As of April 1, 2017, 190 members had paid. The budget was based on 200 members.

V. Investment Report

Dr. Edwards reported that the association is in good financial condition. The April 1, 2017 balance in the DuPont Credit Union Account was \$131,019.00.

VI. Financial Report

Dr. Edwards presented the Budget to Actual and Year End Estimate Report as of 12-31-16. He explained that the net income was up by \$5,122.40 even though the number of members declined slightly. Dr. Joan Davis moved for approval of both the Investment and the Budget to Actual Reports and Dr. Dean Sprinkle seconded the motion. The motion was approved unanimously.

VII. Proposed 2017 Budget

Dr. Edwards presented the 2017 SACAD Budget which is based on having 200 members, the sale of 250 luncheon tickets, and the securing of \$6,000.00 in sponsorships. Assuming that expenses remain similar to 2016, the association should have a net income of \$3,845 for the year. Dr. Kristin Williams motioned for approval of the budget and Dr. Pam Boehm seconded the motion. The motion was approved unanimously.

VIII. Committee Appointments

Dr. Nettles appointed the following committees:

Audit Committee

Dr. Dean Sprinkle, Chair

Dr. Patricia Lee

Dr. John Enamait

Nominating Committee

Dr. Ronnie Nettles, Chair

Dr. Patricia Lee

Dr. Ed Meadows

Publications Committee

Dr. Kristin Williams, Chair

Dr. Ingrid Thompson-Sellers

Dr. David Campbell

Professional Development Committee

Dr. Karen Bowyer, Chair

Dr. Pamela Boehm

Dr. Joan Davis

Dr. Ed Meadows

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IX. Report of the Professional Development Committee

Dr. Karen Bowyer led a discussion regarding activities that the board may wish to pursue in 2017. The board agreed to conduct a survey of its membership to determine what topics may be of interest for a concurrent session to be held in December in Dallas. Karen agreed to develop a survey and get it distributed through Survey Monkey and to then work with the committee to develop a concurrent session for the Fall SACSCOC meeting. Ideas mentioned were to have a panel discussion of Presidents and a speaker with specific topical areas yet to be identified in a pre-conference format at the next SACSCOC meeting. Dr. Edwards was asked to work with SACSCOC personnel to schedule the meeting.

X. Newsletter

Dr. Edwards discussed some of the issues he was having in getting the newsletter distributed via email and asked the board for their assistance in forwarding it to their in state colleagues if they were not prohibited from doing so. The Publications Committee agreed to assist by coming up with some best practices with newsletters as well as websites.

XI. Discussion of Annual Luncheon

Dr. Edwards shared a financial report regarding the 2016 annual luncheon which showed a loss of \$1,329.46 even with 193 luncheon tickets sold and sponsorships of \$5,500. Meal costs in major hotels continue to be a challenge for the association. The 2017 luncheon was discussed and tentatively is scheduled for Sunday, December 3, 2017 in Dallas, Texas.

XII. Plans for the Spring Board Meeting

The Fall Board meeting was discussed and the board suggested that Dr. Edwards cut back on the meal since many board members wish to go to dinner with their friends and colleagues on the Saturday evening before the SACSCOC meetings begin.

XIII. Other Business

There was no old or new business.

XIV. Adjournment

The meeting was adjourned at 10:50 a. m.