

Southern Association of Colleges with Associate Degrees

**Board Meeting
December 3, 2016
6:30 p.m. – 8:30 p.m.**

DRAFT MINUTES

Present: Dr. Ed Meadows, President; Dr. Walter Bartlett, Vice-President; Dr. Joan Davis; Dr. Dean Sprinkle; Dr. Pam Boehm; Dr. Karen Bowyer; Dr. Ronnie Nettles; Dr. Kristin Williams and Dr. George Edwards, Executive Secretary-Treasurer. Also present was Dr. Ingrid Thompson Sellers, the proposed new representative from Georgia.

Absent: Dr. David Campbell, Dr. Gary McGaha and Dr. Patricia Lee.

I. Call To Order

The meeting was called to order by Dr. Ed Meadows, President at 6:35 p.m. Dr. Meadows welcomed Dr. Pamela Boehm, the new representative from Texas and Dr. Ingrid Thompson Sellers, the proposed new board representative from Georgia.

II. Approval of the May 2016 Minutes

Dr. Walter Bartlett moved to accept the minutes of the May 4, 2016 Board meeting. Dr. Joan Davis seconded the motion. The minutes were approved unanimously.

III. Board Officers and Members

Dr. Edwards referred the board to the attachment listing 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 November 15, 2016, 182 members had paid and 8 more were anticipated to pay before the end of the year. The budget was based on 200 members.

V. Report of the Audit Committee

Dr. Edwards requested that the Audit Committee deliver its report since much of the information they would present would be identical to that in the Investment and Budget to Actual Report

listed on the Agenda. Dr. Ronnie Nettles, Chair of the Audit Committee reported that the Audit Committee consisting of Dr. Kris Williams, Dr. Ronnie Nettles, and Dr. Dean Sprinkle had met via conference call with Dr. Edwards. The Audit Committee received a detailed report with all corresponding backup detail of bank reconciliations, etc. Dr. Nettles moved for approval of the Audit Report as well as the Investment and Financial Reports and Dr. Karen Bowyer seconded the motion and the Board unanimously approved the Reports as presented.

VI. Investment Report

Dr. Edwards reported that the association is in good financial condition. The November 15, 2016 balance in the DuPont Credit Union Account was \$146,960.27. Dr. Edwards noted that there were still approximately \$13,000 in bills to be paid, mostly for luncheon expenses.

VII. Financial Report

Dr. Edwards presented the Budget to Actual and Year End Estimate Report as of 11-15-16. He explained that the net income would be up for the year even though the number of members has declined slightly. The increase in dues from \$100 to \$150 has been very helpful for the association to achieve a positive net income. The Investment and Financial Reports were approved as a part of the Audit Committee Report.

VIII. Nominating Committee Report

Dr. Ed Meadows presented the Nominating Committee Report as follows:

<u>Officers</u>	<u>Office</u>	<u>Institution</u>
Dr. Ronnie Nettles	President	Copiah-Lincoln Community College, MS
Dr. Patricia Lee	Vice President	Williamsburg Technical College, SC
Dr. Ed Meadows	Past President	Pensacola State College, FL

Board of Directors

Class of 2017

Dr. Kristin Williams, President, Henderson Community College, KY

Dr. Joan Y. Davis, Chancellor, Delgado Community College, LA

Class of 2018

Dr. Dean Sprinkle, President, Wytheville Community College, VA

Dr. James David Campbell, Northeast Alabama Community College, AL

Dr. Ed Meadows, Pensacola State College, FL

Dr. Patricia A. Lee, Williamsburg Technical College, SC

Class of 2019

Dr. John Enamait, President, Stanly Community College, NC

Dr. Karen Bowyer, President, Dyersburg State Community College, TN

Dr. Pam Boehm, President, Hill College, TX

Dr. Ingrid Thompson-Sellers, Interim President, South Georgia State College, GA

Dr. Ronnie Nettles, President, Copiah-Lincoln Community College, MS

Dr. George Edwards, Executive Secretary-Treasurer, Non-board member

Dr. Ed Meadows moved for approval of the Nominating Committee Report; Dr. Kris Williams seconded the motion; and the report was approved.

IX. Report of the Publications Committee

Dr. Nettles reported that the Publications Committee had no additional activities to report since the April Meeting. The board agreed to defer the SACAD Journal one more year in order to focus on the launching of the Professional Development initiative.

X. 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 continue the theme of Professional Development for 2017 and it was concluded that a PD activity be developed for either the AACCC meeting in April, 2017 or for the SACSCOC meeting in December, 2017. Ideas mentioned were to have a panel discussion of Presidents 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. Related to this report, Also, Dr. Karen Bowyer moved to have the SACAD theme for 2017 to be continued as Professional Development. Dr. Nettles seconded the motion and the motion carried unanimously.

XI. Operational Details for Annual Luncheon

Update on details for the annual luncheon for Sunday, December 6, 2016 were discussed.

XII. Plans for the Spring Board Meeting

The spring Board meeting was discussed and the decision to meet either face-to-face or via conference call will be made later.

XIII. Old and New Business

There was no old or new business.

XIV. Adjournment

The meeting was adjourned at 8:30 p.m.