

Southern Association of Colleges with Associate Degrees

**Board Meeting
December 8, 2018
6:00 p.m. – 7:00 p.m.**

DRAFT MINUTES

Present: Dr. Patricia Lee, President; Dr. Dean Sprinkle, Vice-President; Dr. Ed Meadows; Dr. Jane Hulon; Dr. Karen Bowyer; Dr. Pam Boehm; Dr. Ingrid Thompson Sellers; Dr. John Enamait; Dr. Cynthia Kelley; and Dr. George Edwards, Executive Secretary-Treasurer.

Absent: Dr. David Campbell.

I. Call To Order

The meeting was called to order by Dr. Patricia Lee, President at 6:00 p.m. Dr. Lee welcomed all the board members and thanked them for their attendance and their service.

II. Approval of the April, 2018 Minutes

Dr. Ed Meadows moved to accept the minutes of the April, 2018 Board meeting. Dr. Pamela Boehm 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 16, 2018, 176 members had paid and a few more were anticipated to pay before the end of the year. The budget was based on 175 members. Membership is up by more than 20 members over 2017.

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. John Enamait, Chair of the Audit Committee reported that the Audit Committee consisting of Dr. Cynthia Kelley, Dr. John Enamait, 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. Enamait reported that the association was in great financial condition and that all financial reports appeared to be in order and consistent with the budget and all actions of the board. Dr. Enamait 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, 2018 balance in the DuPont Credit Union Account was \$154,388.90. Dr. Edwards noted that there were still approximately \$15,000 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 November 15, 2018. He explained that the net income would be up considerably for the year. The Investment and Financial Reports were approved as a part of the Audit Committee Report. Dr. Meadows suggested that a committee be established to investigate the potential of establishing an endowment with some of the SACAD funds. Dr. Lee asked for Dr. Meadows, Dr. Sellers, and Dr. Kelley to serve as this ad hoc committee.

VIII. Nominating Committee Report

Dr. Patricia Lee presented the Nominating Committee Report as follows:

Nominating Committee Report

<u>Officers</u>	<u>Office</u>	<u>Institution</u>
Dr. Patricia Lee	President	Williamsburg Technical College, SC
Dr. Dean Sprinkle	Vice President	Wytheville Community College, VA
Vacant	Past President	

Board of Directors

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, President, South Georgia State College, GA

Class of 2020

Dr. Cynthia S. Kelley, President, Madisonville Community College, KY

Dr. Jane Hulon, President, Copiah-Lincoln Community College, MS

Class of 2021

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

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

Dr. Lee explained that we still need to recruit a board member from Louisiana. Dr. Cindy Kelley seconded the motion of the nominating committee to accept their report and the motion passed unanimously.

IX. Report of the Professional Development Committee

Dr. Karen Bowyer and others briefly discussed the concurrent session planned for Sunday, December 9, 2018 focused on change management in the two year college setting. The session is to be led by Mr. Roget Patience, EAB Faculty member and will include a panel of three two year College administrators to include Dr. Natalie Harder, Ms. Valerie Jones, and Dr. Devin Stephenson. Ideas for activities for the 2019 year included: Coping with Decreased Enrollment in Small Institutions, Cyber Security, and Dual Credit Programs.

XI. Operational Details for Annual Luncheon

Update on details for the annual luncheon for Sunday, December 9, 2018 were discussed.

XII. Plans for the Spring Board Meeting

The spring Board meeting was discussed and the decision to meet via conference call was made.

XIII. Old and New Business

There was no old or new business.

XIV. Adjournment

The meeting was adjourned at 7:00 p.m.