

Southern Association of Colleges with Associate Degrees

Board Meeting

May 4, 2021

VIA Phone Conference Call

2:00 p. m. EDT

MINUTES

Present: Dr. Dean Sprinkle, President; Dr. Patricia Lee, Past President; Dr. Tonjua Williams; Dr. Ingrid Thompson Sellers; Dr. David Campbell; Dr. Jane Hulon Sims; Dr. Cynthia Kelley; Dr. Michael Torrence; and Dr. George Edwards, Executive Secretary-Treasurer.

Absent: Dr. Jason Smith; Dr. John Enamait, Vice President.

I. Call To Order

The meeting was called to order by Dr. Dean Sprinkle, President at 2:03 p. m.

II. Approval of the December 2020 Minutes

Dr. Ingrid Thompson Sellers moved to accept the minutes of the December 1, 2020 Board meeting. Dr. Cindy Kelley 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 15, 2021, 167 members had paid for the 2020-21 year. Membership was down slightly from 170 in 2019-20.

V. Investment Report

Dr. Edwards reported that the association is in good financial condition. The April 15, 2021 balance in the DuPont Credit Union Account was \$146,574.91. The three year certificate of deposit has an APR of 1.560% and a maturity date of May 25, 2021. The four year certificate of deposit has an APR of 1.820% and a maturity date of May 25, 2022. The balances to date are \$52,260.65 (3 year) and \$52,634.46 (4 year). Dr. Patricia Lee moved to accept the Investment Report and Dr. David Campbell seconded the motion. The board unanimously approved the

motion. Additionally the Board discussed the 3 year CD that was maturing later in May, 2021 and moved to grant Dr. Edwards the authority to decide how to invest the funds in that specific CD. Dr. Cindy Kelley made the motion and Dr. Ingrid Thompson Sellers seconded the motion.

VI. Financial Report

Dr. Edwards presented the Budget to Actual and Year End Estimate Report as of 12-31-20. He explained that the net income was \$2,935.85 primarily because revenue and expenses were less than the budgeted amount. By not having the annual meeting in December, 2020 the significant expenses associated with the luncheon were not incurred. Dr. Patricia Lee moved for approval of the Budget to Actual Report and Dr. Ingrid Thompson Sellers seconded the motion. The motion was approved unanimously.

VII. Proposed 2021 Budget

Dr. Edwards presented the 2021 SACAD Budget which is based on having 170 members, the sale of 150 luncheon tickets, and the securing of \$6,000.00 in sponsorships. This budget is based on the assumption that membership may be down and the annual luncheon attendance may be limited due to the uncertainty of the COVID-19 pandemic. Assuming that expenses remain similar to 2019 (when a face to face luncheon meeting was held), the association should have a net income of \$2,300.00 for the year. Dr. Cindy Kelley moved for approval of the budget and Dr. Ingrid Thompson Sellers seconded the motion. The motion was approved unanimously.

VIII. Committee Appointments

Dr. Sprinkle appointed the following committees:

Audit Committee

Dr. David Campbell, Chair
Dr. John Enamait
Dr. Patricia Lee

Nominating Committee

Dr. Dean Sprinkle, Chair
Dr. John Enamait
Dr. Patricia Lee

Publications Committee

Dr. Ingrid Thompson Sellers, Chair
Dr. Jane Hulon Sims
Dr. Jason Smith

Professional Development Committee

Dr. Cynthia Kelley, Chair

Dr. Michael Torrence
Dr. Tonjua Williams

IX. Report of the Professional Development Committee

Dr. Cynthia Kelley led a discussion on potential themes and topics to consider for the 2021 year. Potential topics presented were: diversity and inclusion, retention, progress after the pandemic, workforce issues, mental health and student success, how to build enrollment, micro and macro credentialing, student support and success, and building financial stability. The PD Committee agreed to take this information and meet again via phone to finalize ideas for a speaker for the Fall Annual Meeting.

X. Discussion of Annual Luncheon

Dr. Edwards discussed the need for sponsorships, the anticipated 2021 date and time for the annual luncheon, the luncheon speaker, and the door prizes that each board member should provide.

XI. Plans for the Fall Board Meeting

The Fall Board meeting was discussed and the board again concurred that Dr. Edwards eliminate 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. The Board asked that Dr. Edwards poll the board to determine whether to hold the board meeting via phone prior to the SACSCOC meeting or whether to meet face to face at the Annual Meeting.

XII. Other Business

There was no old or new business.

XIII. Adjournment

The meeting was adjourned at 2:36 pm.