

Southern Association of Community, Junior, and Technical Colleges

Board Meeting – December 3, 2011

6:30 – 8:30 p.m.

Present: Dr. Helen McAlpine, President; Dr. Johnny Allen, Vice-President; Dr. George Edwards, Secretary/Treasurer; Dr. Sheryl Smith Kappus, Past President; Dr. Linda Thomas-Glover; Dr. Gary McGaha; Dr. Luke Robins; Dr. Patricia Skinner; Dr. Kim McGinnis; Dr. Karen Bowyer

Absent: Dr. Jim Kerley

Guests Present: Dr. Joyce Edwards; Youlinda Jones; Dr. Matt Basham; and Dr. Steve Nettles, representing Dr. Jim Kerley.

I. Call To Order

The meeting was called to order by Dr. Helen McAlpine, President at 7:35 p.m.

II. Approval of the April 2011 Minutes

Dr. Luke Robins moved to accept the minutes of the April 30, 2011 Board meeting. Dr. Johnny Allen seconded the motion. The minutes were approved.

III. Membership Report by State

Dr. Edwards reported on membership by state. As of March 2011, 223 members were paid. The budget was for 230 members. He noted that the dues statements are sent in May or June of each year. Dr. Edwards thanked all the board members for encouraging their colleagues to become members of SACJTC. It is anticipated that there will be additional members who will pay their dues in the near future.

IV. Investment Report

V. Financial Report

It was reported that the association is in great financial condition. Currently, we have 2 CD's worth \$28,337.00 each, we have an interest bearing checking account with a balance of \$59,163.00, and a regular checking account with a balance of \$42,080 for a total cash and investment of \$157,917. However, several expenses will be paid between December and January 30, 2012. Additionally, Dr. Edwards summarized the budget to actual report for 2011 and he reported that we will have approximately \$2,000 in net income for the year.

Dr. Kim McGinnis moved for approval of the investment and financial reports; Dr. Gary McGaha seconded the motion; and the reports were approved unanimously.

VI. Report of the Audit Committee

Dr. Johnny Allen made tribute to Dr. Helen McAlpine, President and Dr. George Edwards, Secretary-Treasurer and the Board members; as well as, Dr. Edwards and his staff for their hard work. The audit committee reported that they had reviewed all the records and the financial reports, and as usual, they were impeccable. Dr. Luke Robins commented that the organization was in extremely sound financial condition. Dr. Sheryl Smith Kappus moved for approval of the audit report and Dr. Gary McGaha seconded the motion. The motion carried unanimously.

VII. Nominating Committee Report

The nominating committee reported the following recommendations for board members and officers for 2012.

President:	Dr. Johnny Allen
Vice President:	Dr. Luke Robins
Secretary/Treasurer:	Dr. George Edwards
Past President:	Dr. Helen McAlpine

Dr. Walter Bartlett was nominated to replace Dr. Pat Skinner for representation of NC; and Dr. Kim McGinnis announced this was her last meeting and she would provide a nomination for a SC representative. Continuing with their terms of service are Dr. Karen Bowyer, Dr. Gary McGaha, Dr. Sheryl Smith Kappus, Dr. Jim Kerley, and Dr. Linda Thomas Glover.

Dr. Helen McAlpine indicated that she would like to make a “high distinction” motion to make Dr. George Edwards, Executive Secretary /Treasurer, a change in title from the current title of Secretary/Treasurer.

Dr. Patricia Skinner moved to approve the nominating committee report and change in the title of Dr. George Edwards; Dr. Johnny Allen seconded the motion; and the motion was approved unanimously.

VIII. President’s Report

Dr. Helen McAlpine, President, thanked Dr. Sheryl Smith Kappus and Dr. Johnny Allen for their role in bringing to the Board the idea and concept of the work of NC3 (New Opportunities). She also expressed her appreciation to Dr. Edwards and staff for the attention to detail with the arrangements for the meetings, the newsletter, and website. Dr. McAlpine further recommended the increase in the amount of money to Dr. Edwards staff from the current \$13,000 to \$18,000 effective with the new calendar year. Dr. Gary McGaha expressed that the board was issuing a

“commendation” to Dr. Edwards and his staff for the excellent work they do and the increase in payments for these services was a reflection of their excellent work.

Dr. Karen Bowyer made the motion to accept the recommendation from the President; Dr. Gary McGaha seconded the motion; and the motion carried.

Dr. McAlpine also expressed her thanks for the luncheon sponsors: SSC; Valley; Barnes and Noble; Sodexo; and BB&T for their continued support.

She also requested for Board members to update their information on the website.

IX. Report on SACJTC Journal

Dr. Matt Basham, SACJTC Journal Editor, shared information about the Journal for 2011. Two papers were submitted during the year with one from Gulf Coast Community College in Florida and one from West Kentucky Community and Technical College in Kentucky. Both are included on the SACJTC website.

Dr. Helen McAlpine thanked Dr. Matt Basham for all he does in the area of SACJTC Journal Reports. The board discussed the need for a topic for a call for papers for 2012. The board agreed that the topic would be “Best Practices in Retention.”

X. Operational Details for Annual Luncheon

Update on details for the annual luncheon for Sunday, December 4, 2011 were discussed.

Dr. Kim McGinnis will recognize sponsors.

Dr. Gary McGaha will deliver invocation.

Dr. Luke Robins will introduce the new presidents and retiring presidents.

Dr. Helen McAlpine will introduce the guest speaker.

Dr. Johnny Allen and Dr. Sheryl Smith Kappus will handle the door prizes.

XI. Plans for the Spring Board Meeting

The board had a general discussion of plans for 2012. Members felt SACJTC needs to do more to provide advocacy with SACS regarding the importance of community college issues. Dr. Johnny Allen and Dr. Luke Robins agreed to request a meeting with Dr. Belle Wheelan to discuss the association’s role with SACS.

Since most members are planning to go to AACC, the board agreed to hold a face-to-face meeting in Orlando in April 2012.

XII. Old and New Business

No old or new business was addressed.

XIII. Adjournment

Dr. Sheryl Kappus motioned for adjournment; Dr. Gary McGaha seconded; and the motion was approved. The meeting was adjourned at 8:40 p.m.