

# **Southern Association of Community, Junior, and Technical Colleges**

## **Board Meeting - December 4, 2010**

**6:30 p.m. – 8:30 p.m.**

Present: Dr. Helen McAlpine, Vice President; Dr. Johnny Allen and guest; Dr. George Edwards, Secretary/Treasurer and guest; Dr. Karen Bowyer; Dr. Gary McGaha; Dr. Luke Robins; Dr. Patricia Skinner; Matt Basham and guest.

Absent: Dr. Tom Wilkerson, President; Dr. James Kerley; and Dr. Linda Thomas-Glover.

### **I. Call To Order**

The meeting was called to order by Dr. Helen McAlpine, Vice-President, who was acting on behalf of Dr. Tom Wilkerson, at 7:30 p.m.

### **II. Approval of the April 2010 Minutes**

Dr. Luke Robins moved to accept the minutes of the April 30, 2010 Conference Call. Dr. Pat Skinner seconded the motion. The minutes were approved.

### **III. Membership Report by State**

Dr. Edwards reported on membership by state. As of November 30, 2010, 226 members were paid. The budget was for 225 members.

### **IV. Investment Report**

It was reported that SACJTC was in great financial condition. Currently 2 CD's worth \$28,015 each, the interest bearing checking account has \$58,666, and the regular checking account has \$27,715 for a total cash and investment of \$142,612 prior to the annual meeting expenses.

### **V. Financial Report**

Sponsorships were budgeted at \$6,000, but we have secured \$8,000 in sponsorships.

Dr. Karen Bowyer motioned for approval of the Financial Report; Dr. Pat Skinner seconded the motion. The motion was approved.

It appears the association will generate more than \$8,000 in income for the year. Ticket sales for the luncheon are estimated to be 290 (anticipate some walk-in traffic).

## **VI. Report of the Audit Committee**

Dr. Johnny Allen reviewed the month by month reports and presented them on behalf of the Audit Committee. He noted “remarkable management” of the funds. “The Audit Committee finds the report precise in extreme and recommend that we accept the report without exception” with commendation to Dr. Edwards and his staff”. The motion was made by Dr. Johnny Allen to approve the Audit Committee report; Dr. Karen Bowyer seconded the motion.

## **VII. Nominating Committee Report**

The Nominating Committee Report follows:

Recommendation for nomination to the Board: Dr. Helen McAlpine, President; Dr. Johnny Allen, Vice President; Dr. George Edwards, Secretary/Treasurer. New members replacing outgoing members-Dr. Gary McGaha (GA); and Dr. Kim McGinnis (SC). Returning members: Dr. Sheryl Smith Kappus (TX) and Dr. Karen Bowyer (TN) for new three year terms.

Dr. Karen Bowyer motioned to accept and approve the Nominating Committees’ recommendation; Dr. Luke Robins seconded the motion; the motion passed.

The Board agreed to extend an invitation to Tom Wilkerson for next years’ meeting to thank him personally for his service to the board.

## **VIII. President’s Report**

There was no President’s Report.

## **IX. Report on SACJTC Journal**

Dr. Matt Basham presented on the SACJTC Journal. One article was submitted and went through the review process. It is on the SACJTC website. Dr. Basham suggested a possible topic for next year to be the Best Practices in the use of Stimulus Funds. Board members generally agreed that most states were more in control of the use of stimulus funds than were colleges.

Other suggestions were Best Practices in Quality Enhancement Plans given that many colleges were now in the 5-year interim report cycle. Additional ideas related to retention, definitions of college completion and traditional vs. non-traditional students were discussed.

## **X. Operational Details for Annual Luncheon**

- **Door Sales/Tickets**
- **Speakers**
- **Door Prizes**
- **Recognition of Board Members**
- **Recognition of Sponsors**
- **Recognition of New Presidents and Retiring Presidents**

Details for annual luncheon were discussed. Dr. McAlpine will cover Dr. Wilkerson's parts on the agenda. Guaranteed 290 luncheon tickets. Discussion of giving out tickets, requested that the Board members be available beginning at 11:30 a.m.

#### **XI. Plans for Spring Board meeting**

Dr. Johnny Allen moved to have the spring meeting at AACC; Dr. Luke Robins seconded. Dr. Robins will be the host college for AACC and he will check on a site for the Board meeting. AACC will occur April 8-12, 2011.

#### **XII. Old and New Business**

No old business was noted.

The Board discussed the possibility of doing something creative and important for the membership of the association. Given that we have been successful in managing our funds and now have more than \$140,000 in our various accounts, it may be time to plan for a use of some of the funds to do something significant and beneficial to our members. It was agreed that all would consider this and it would be an agenda item for the Spring Board meeting.

#### **XIII. Adjournment**

The meeting was adjourned.