

**SOUTHERN ASSOCIATION OF COMMUNITY,  
JUNIOR AND TECHNICAL COLLEGES**

**BOARD MEETING – DECEMBER 5, 2009**

**6:30 pm – 8:30pm**

**Atlanta, Georgia**

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In Attendance: Dr. Sheryl Smith Kappus, Dr. Tom Wilkerson, Dr. Joe Ben Welch, Dr. Chuck Mojock, Dr. Helen McAlpine; Dr. George Edwards, Dr. Patricia Skinner, and Dr. Karen Bowyer.  
Absent: Dr. Ray Brooks, Dr. Cheryl Thompson-Stacy, Dr. Johnny Allen.

**1. Call to Order** **Dr. Kappus**

The SACJTC Board was called to order by Dr. Sheryl Smith Kappus at 7:45 p.m.

**2. Approval of the April 2009 Minutes** **Dr. Kappus**      **Attachment A**

Dr. Chuck Mojock made the motion, Dr. Tom Wilkerson seconded, and the Board unanimously approved the minutes as presented of the April 14, 2009 Board meeting.

**3. Membership Report by State** **Dr. Edwards**      **Attachment B**

Dr. Edwards reported that the membership in the association was down this year, likely due to the economic conditions and budgets of colleges as well as due to a number of mergers of colleges. There are 226 members this year compared to the 260 member institutions in 2008. The budget had been set for 250 members. Even with the decrease in the number of member colleges, Dr. Edwards commended the Board members for their diligence in encouraging membership in their states.

**4. Investment Report** **Dr. Edwards**      **Attachment C**

Dr. Edwards reported on the cash and investments for the association. The association has two certificates of deposit, each valued at \$27,743.75, a premier checking account with a value of \$43,624.26, and a regular checking account valued at \$20,122.73. The total cash and investments for the association is \$119,234.50, up slightly from the prior year.

**5. Financial Report** **Dr. Edwards**      **Attachment D**

Dr. Edwards reported information regarding the budgeted and actual revenues and expenses for the association. He reported that the budgeted net income of approximately \$6,000 would likely be realized even though membership was down and luncheon ticket sales were down. The anticipated revenues for the year are down by \$2,035.00 and the anticipated expenses are down by \$2,005.11. The major decreases in expenditures are because we had no journal article entries and the luncheon speaker charged no fee for his services.

Dr. Joe Ben Welch made the motion, Dr. Helen McAlpine seconded, and the Board unanimously approved the investment and financial reports as presented.

## 6. Report of the Audit Committee

Dr. McAlpine

Dr. Helen McAlpine, Chair of the Audit Committee, provided a written report to the Board. The Audit Committee met via phone on November 30, 2009. The written report of the committee is included in the minutes. This report affirms the information on the cash, investments, revenues, and expenses previously reported by Dr. Edwards. The Audit Committee commended the work of Dr. Edwards and his staff. Dr. Edwards concurred with a recommendation of the Audit Committee that a third certificate of deposit be purchased and that the association continue to operate on income received from dues, corporate sponsorships, and luncheon ticket sales.

Dr. Chuck Mojock made the motion, Dr. Tom Wilkerson seconded, and the Board unanimously approved the report and recommendations for the Audit Committee.

## 7. Nominating Committee Report

Dr. Wilkerson

Attachment E

Dr. Tom Wilkerson, Chair of the Nominating Committee, presented the officers and Board members for 2010. The report included the following:

<u>Officers:</u>	<u>Office</u>	<u>Institution</u>
Dr. Tom Wilkerson	President	Bainbridge College, GA
Dr. Helen T. McAlpine	Vice President	J. F. Drake State Technical College, AL
Dr. George D. Edwards	Secretary/Treasurer	Big Sandy Community and Technical College, KY
Dr. Sheryl Smith Kappus	Past President	Hill College, TX

### Board of Directors:

#### **Class of 2010**

Dr. Johnny Allen, President, Northeast Mississippi Community College, MS  
Dr. Karen Bowyer, President, Dyersburg State Community College, TN  
Dr. Ray Brooks, President, Piedmont Technical College, SC  
Dr. Sheryl Smith Kappus, President, Hill College, TX

#### **Class of 2011**

Dr. George D. Edwards, President, Big Sandy Community and Technical College, KY  
Dr. Patricia A. Skinner, President, Gaston College, NC  
Dr. Tom Wilkerson, President, Bainbridge College, GA

#### **Class of 2012**

Dr. Helen T. McAlpine, President, J. F. Drake State Technical College, AL  
Dr. Jim Kerley, President, Gulf Coast Community College, FL  
Dr. Luke Robins, Chancellor, Louisiana Delta Community College, LA  
Dr. Linda Thomas-Glover, President, Eastern Shore Community College, VA

The Board commended Dr. Chuck Mojock, Dr. Joe Ben Welch, and Dr. Cheryl Thompson Stacy for their excellent service to the association. The Board also commended and thanked Dr. Sheryl Smith Kappus for her service as President in 2009.

Dr. Pat Skinner made the motion, Dr. Joe Ben Welch seconded, and the Board unanimously approved the report of the nomination committee.

**8. President's Report**

**Dr. Kappus**

Dr. Kappus reported on the challenges we all had faced this year due to the economic crisis and the budget shortfalls in many of our states. She thanked all the board members for their diligent work in recruiting members for the association and for the sponsors. She commented on the mentoring program for new and aspiring presidents that did not get started and offered to work with the program if the board wanted to continue that as an initiative.

**9. Report on SACJTC Journal**

**Dr. Kappus**

Dr. Kappus reported that Dr. Dale Campbell was not planning to continue as a co-editor of the Journal. Dr. Matt Basham, the other co-editor, is set to assume full responsibility of the role of editor for the SACJTC Journal. The Board discussed that there had been no submissions of articles this year and to date, the honorarium for the editors (\$2,000) had not been paid to them. Dr. Mojock suggested the incoming president should talk with the editor (Dr. Basham) to develop a plan for the Journal and to establish some criteria for clarifying payment (e.g. \$500 annual retainer and \$1,500 for full work when submissions of articles are received). Dr. Wilkerson agreed to contact Dr. Basham to discuss the journal and the editorial responsibilities and expectations.

**10. Operational Details for Annual Luncheon**

**Dr. Edwards**

- Board Member Responsibilities
- Door Sales
- Admission to the Luncheon area
- Sponsors
- Door Prizes

**11. Items for the Annual Association Business Session**

**Dr. Kappus**

Financial Report  
Recognition of Board Members and Officers  
Recognition of Corporate Sponsors  
Special Recognition

Dr. Edwards discussed the annual luncheon. He stated that he had guaranteed 240 for the luncheon and the Hilton would prepare for 250 attendees. The pre-registration process through SACS resulted in 208 tickets sold, 7-8 tickets would be complimentary for sponsors, and 19 more tickets had been sold or reserved since mid-November. Logistical details for door prizes, ticket sales at the door, and board member responsibilities were discussed. The agenda for the meeting was also discussed.

**12. Plans for the Spring Board Meeting**

**Dr. Wilkerson**

Discussion regarding the Spring Board meeting occurred with the general consensus that there should be a face-to-face meeting if possible. AACCC in Seattle in April and it may be difficult for some to travel given the state budgets and freezes on travel. Dr. Wilkerson will survey the Board in early 2010 to get a sense of the Board preferences at that time.

**13. Old and New Business**

There was no additional old or new business brought forward.

**14. Adjournment**

The meeting adjourned at 9:15 p.m.