

SACJTC
December 6, 2008
6:30 p.m. - 8:30 p.m.
Marriott Rivercenter
San Antonio, TX

Present: Chuck Mojock, Sheryl Smith Kappus, Tom Wilkerson, Joe Ben Welch, Helen McAlpine, George Edwards, Pat Skinner, and Johnny Allen. Matt Basham was also present.

Absent: Cheryl Thompson-Stacy, Karen Bowyer, and Ray Brooks.

I. Call To Order

Dr. Mojock

President Mojock called the meeting to order at 7:30 p.m. after the Board had enjoyed dinner.

II. Approval of April 2008 Minutes

Dr. Mojock

Dr. Tom Wilkerson motioned; Dr. Helen McAlpine seconded; and the Board voted unanimously to approve the minutes of the April 5, 2008 meeting of the SACJTC Board.

III. Membership Report by State

Dr. Edwards

Dr. Edwards presented the membership report and noted that the association had 250 members projected in the budget and we had achieved exactly 250 members to date. Board members suggested that there may be a few additional colleges that will pay their dues soon. Dr. Mojock noted that Mississippi had 100% participation and he thanked the Board members for their efforts in maintaining membership levels.

IV. Investment Report

Dr. Edwards

Dr. Edwards presented the investment report and noted that the association had two certificates of deposit valued at \$27, 135.40 and \$27, 135.41 respectively as well as an interest bearing checking account with a balance of \$43,483 and a regular checking account with a balance of \$18,203.81. The total cash investments as of November 24, 2008 are \$115,957.62. Dr. Tom Wilkerson commented that the report was excellent and he commended Michelle Meek, who works with Dr. Edwards at Big Sandy Community & Technical College.

V. Financial Report

Dr. Edwards

Dr. Edwards presented the 2008 Budget compared to the actual and to the year end estimate. Even though the actual revenues are anticipated to be \$5,310 less than the budgeted revenues, the actual expenses are anticipated to be \$13,729 less than the budgeted expenses. It is estimated that a surplus of \$11,899.25 will exist at year end. Several major factors have helped: 1) the speaker at the annual meeting (Dr. Joe May) has not charged a fee or travel expenses, and 2) the meal at the Gonzalez Convention Center has cost approximately \$9,000 less than anticipated. Dr. Edwards requested that he be able to pay a stipend of \$1,000 to Ms. Linda Lyon, Public Relations Director at BSCTC, for the development of the two newsletters. Dr. Johnny Allen moved; Dr. Joe Ben Welch seconded; and the Board unanimously approved the financial report as well as the additional expenditure. Dr. Sheryl Smith-Kappus commented that the additional newsletter production cost should be included in the next annual budget.

VI. Report of the Audit Committee

Dr. McAlpine

Dr. Helen McAlpine provided a written report of the Audit Committee. She and Dr. Cheryl-Thompson Stacy had met by telephone conference call on December 1, 2008 with George Edwards and Michelle Meek. The Audit Committee commended Dr. Edwards and Michelle Meek for their outstanding work and dedication to the organization. Dr. McAlpine moved; Dr. Welch seconded; and the Board unanimously approved the Audit Committee Report.

VII. Nominating Committee Report

Dr. Kappus

Dr. Kappus presented the report of the Nominating Committee, which consists of Dr. Wilkerson, Dr. Welch, and Dr. Kappus. The Committee recommends the following for officers and board members.

<u>Officers:</u>	<u>Office</u>	<u>Institution</u>
Dr. Sheryl Smith Kappus	President	Hill College, TX
Dr. Tom Wilkerson	Vice President	Bainbridge College, GA
Dr. George D. Edwards	Secretary/Treasurer	Big Sandy Community and Technical College, KY
Dr. Chuck Mojock	Past President	Lake-Sumter Community College, FL

Board of Directors:

Class of 2009

Dr. Helen T. McAlpine	President, J. F. Drake State Technical College, AL
Dr. Joe Ben Welch	President, River Parishes Community College, LA
Dr. Cheryl Thompson-Stacy	President, Lord Fairfax Community College, VA

Class of 2010

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

Class of 2011

Dr. Patricia A. Skinner	President, Gaston College, NC
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Dr. McAlpine moved; Dr. Allen seconded; and the Board unanimously approved the Report of the Nominating Committee.

VIII. Presidents Report

Dr. Mojock

Chuck Mojock commended the Board for all their diligence in providing materials for the newsletter, in recruiting members, and for supporting the Journal. He commented on the “good shape” the association was in considering the tough economic times.

IX. Report on the SACJTC Journal

Dr. Mojock

Dr. Matt Basham, co-editor for the SACJTC Journal, was present and stated that only 4 QEP summaries had been submitted for the Journal. Board members suggested that the focus on QEP submissions was probably too narrow and limiting since many colleges have not gone through the new reaffirmation process and thus had not developed QEP’s. It was recommended that the focus for 2009 be broadened. The two SACJTC Journal winning submissions were from Caldwell Community College in North Carolina and Mississippi Gulf Coast Community College. Dr. Basham suggested that the Board may want to consider a possible linkage with a project by the Community College Journal of Research and Practice. The project potentially could be a special issue of Best Practices Related to Accreditation. Board members initially liked the idea but felt like more information was needed before moving in that direction. Dr. Edwards reported he would have 2 checks for the two Journal Winners at the luncheon on Sunday, December 7, 2008.

X. Operational Details for Annual Luncheon

Dr. Edwards

The Board discussed all logistical details of the annual meeting which was scheduled for Room 103 in the Gonzalez Convention Center from 11:30 a.m. - 1:00 p.m. on December 7, 2008. Board members volunteered to assist with taking tickets at the door, on-site sales of tickets, greeting of sponsors, and door prizes. Dr. McAlpine volunteered to coordinate the door prizes for the event. Dr. Edwards reported there were approximately 218 tickets sold through SACS and 26 had been sold after the closing of SACS registrations and the guarantee for the number of lunches was confirmed at 265. The Board agreed to make a \$500 donation to the Louisiana Community and Technical College System Foundation as a token of our appreciation for our speaker, Dr. Joe May.

XI. Items for the Annual Association Business Session

Dr. Mojock

The Board discussed the agenda items to be covered during the business session of the luncheon to include: the Financial Report, announcement of board members and officers, recognition of corporate sponsors, special recognition of the outgoing President, and the announcement of the SACJTC Journal winners. Dr. Johnny Allen announced that SODEXO had committed for a sponsorship for 2009 at a higher level this year.

XII. Plans for Spring Board Meeting

Dr. Mojock

Due to tight budgets in most states and given that AACC will be in Phoenix in April the board suggested that alternative options for the Spring Board meeting be considered. It was generally agreed that a phone conference meeting might be the best solution with all materials sent to Board members prior to the conference call.

XIII. Old and New Business

Board

Dr. Sheryl Smith Kappus shared an activity she would like the Board to consider for 2009. She would like for SACJTC to develop a mentoring program for individuals wishing to ascend to community college presidencies as well as for new community college presidents. She talked about having a session on Saturday at the SACS Annual meeting where mentees could meet with mentors for discussion, questions, etc. She also talked about enlisting the services of recently retired presidents and she mentioned the production of articles /FAQs periodically to help those with presidential aspirations. The Board agreed it would be a good project.

The Board also agreed that the newsletter and the Journal were great and needed to be retained for 2009.

XIV. Adjournment

The meeting adjourned at 8:45 p.m.