

MINUTES OF THE BOARD OF TRUSTEES MEETING
Southwestern Community College

January 22, 2008 - SCC Campus

Attending:

Trustees

Terry Bell	Brian McMahan
Conrad Burrell	William Shelton
Paul Holt	Robert Simpson
Earl Hooper	Jerry Sutton
Jake Hyatt	Kate Welch

College Staff

Cecil Groves	Susan McCaskill
Sharon Grasty	Chuck Reece
Janet Burnette	George Stanley
Gene Couch	
Connie Haire	

The Board of Trustees of Southwestern Community College met for its regular quarterly meeting on January 22, 2008.

Chairman Conrad Burrell called the meeting to order at 3:45 p.m.

Mr. Reece introduced campus resource officers, Dale Blankenship and Norman Smith. The campus resource officers have been assigned to the college campus as part of a partnership agreement with the Jackson County Sheriff's office to provide sworn law enforcement officers to patrol and protect the college campus.

Mr. Holt made a motion to approve the minutes of the quarterly meeting of October 23, 2007 and the special meeting of December 6, 2007 as mailed. Mr. Sutton seconded the motion which carried unanimously.

Mr. Stanley reported the construction process for the new Jackson Building is now underway - the architects have submitted their fee structure and list of engineering firms to the State Construction Office and are negotiating a contract. They have also requested a letter of agreement with program contract approval in order to proceed with the survey and topography of the site which is expected to be started by next week.

Dr. Groves reported on the results of discussions with the Macon County commissioners regarding space needs at the Macon Campus. With the growth in enrollment in both the early college program and curriculum courses, space is already at capacity in the Groves Center. The county commissioners have proposed putting a permanent metal building on the site to accommodate current growth and allow the college to add additional degree programs in Macon County. The funds expended for the building would count as county match for future construction. The commissioners asked the college to compile information on this type of building and report back to them at an upcoming work session. Dr. Groves distributed aerial photos of the campus site and reviewed the proposed placement of the building. Mr. Stanley distributed a photo of a sample steel structure building similar to the building style proposed for the site.

Dr. Groves noted telecommunications projects are proceeding well. The internal restructure of the Information Technology and Telecommunications department has proceeded smoothly. He reported a significant growth in the number of students who choose to take online courses.

CURRICULUM AND STUDENT SERVICES COMMITTEE

Vice President McCaskill presented and reviewed the Extension Education 2007 Enrollment Highlights (IV A-1a). Her area processed 17,239 student registrations during 2007 and conducted 1,240 classes.

Ms. McCaskill reported on the 79th National Park Service Seasonal Law Enforcement Ranger class. She noted the group's makeup was very diverse with two members from the Virgin Islands and one from Puerto Rico.

Ms. McCaskill presented Policy 7.20 - Self-Supporting Class (IV A 2-a) for approval. Mr. Sutton made a motion that Policy 7.20 be approved. Mr. Hooper seconded the motion which carried unanimously.

Ms. McCaskill presented and reviewed Policy 7.23 - Extension Education Specific Fees (IV A 2-b) for approval. Mr. Bell made a motion that Policy 7.23 be approved. Mr. Simpson seconded the motion which carried unanimously.

Vice President Couch reviewed the Fall 2007 Enrollment Comparison (IV B 1-a) and Spring 2008 Preliminary Enrollment (IV B 1-b). The college had a six percent increase in enrollment in Fall 2007. Final figures are not yet in for the Spring enrollment.

Dr. Couch reported that the System Office Program Audit Services staff recently completed a program audit at SCC for Spring Semester 2006 through Spring Semester 2007. A preliminary audit exception was taken to 1,904 student membership hours in the curriculum area. Dr. Couch explained the circumstances and noted the college has responded with an appeal of this exception and is waiting for a response from Program Audit Services.

Dr. Couch presented the Revision of Policy 6.7 - Admissions College Calendar 2008-2009 (IV B 2-a) for approval. Mr. Bell made a motion that the College Calendar 2008-2009 be approved. Ms. Welch seconded the motion which carried unanimously.

Vice President Haire provided a quarterly update on activities and highlights for the Macon Campus and Institutional Advancement area (IV C 1-a). Enrollment at the Macon Campus has increased in both curriculum courses and the Early College program. Official approval of the Substantive Change Proposal for the Macon Campus was granted by SACS at the Commission's December meeting. In order to better coordinate the college's publicity/media functioning, the college webmaster has been assigned to the Public Information Office and will report to Dr. Haire. Dr. Haire noted a new Collegiate Connections office has been created in order to consolidate the public schools programs into one department under one director. This new division will consolidate the

Concurrent Enrollment, GEAR Up, New Century Scholars and Upward Bound programs under the supervision of Linda Dyke. This position will report to Dr. Couch in the Instructional and Student Services department.

Dr. Groves and Dr. Couch gave a brief overview of the new Jackson County Early College High School initiative. The college will partner with the public school system to offer this program at both the SCC campus and at the Blue Ridge School campus. Enrolled students will earn a high school diploma along with an associate's degree or college transfer credit.

FINANCE AND CAMPUS IMPROVEMENTS COMMITTEE

Vice President Burnette reviewed the Local Revenue Analysis (V A 1-a) and State Current Expenditures (V A 1-b) for the period ending December 31, 2007.

Ms. Burnette presented the Budget Transfers (V A 2-a) for approval. Mr. Holt made a motion that the Budget Transfers be approved. Mr. Sutton seconded the motion which carried unanimously.

Ms. Burnette presented and reviewed Policy 3.15 - Communicable Disease (V A 2-b) for approval. Mr. Holt made a motion that Policy 3.15 be approved. Mr. Bell seconded the motion which carried unanimously.

Ms. Burnette presented Policy 7.15 - Traffic Code (V A 2-c) for approval. Mr. Sutton made a motion that Policy 7.15 be approved. Mr. Simpson seconded the motion which carried unanimously.

EXECUTIVE COMMITTEE

Mr. Holt made a motion that the Additions to the Full-Time Employee List (VI A-1) and Additions to the Part-Time Employee List (VI A-2) be approved. Mr. Hooper seconded the motion which carried unanimously.

Dr. Groves and Mr. Stanley provided an update on the college master plan project. The next step is to choose an architectural firm to do the plan. Three viable candidates have been identified from the proposals submitted. Mr. Holt made a motion that the college administration be authorized to choose an architectural firm to do the college master plan. Mr. Simpson seconded the motion which carried unanimously.

Mr. Hooper made a motion that the Board enter Executive Session at 4:45 p.m. for the purpose of discussing a property/personnel matter in accord with G.S. 143-318.11. Mr. Sutton seconded the motion which carried. The Board entered Executive Session at 4:45 p.m. Mr. Holt was excused from participating.

The Board returned from Executive Session at 4:55 p.m.

Chairman Burrell announced that the Board had voted to name the current library building on the Jackson Campus in honor of Trustee Paul Holt. A seven time chair of the Board and founding Board member, Mr. Holt has served on the SCC Board of Trustees over 40 years. His dedication to education and loyal support of the college has contributed greatly to the institution's success and the Board felt he is highly deserving of the honor. Mr. Holt expressed his appreciation to the Board for the honor.

Mr. Bell made a motion to adjourn. Mr. Hooper seconded the motion which carried unanimously.

The next quarterly Board of Trustees meeting is scheduled for Tuesday, April 22, 2008.

The meeting adjourned at 5:00 p.m.



Conrad Burrell, Chairman
Board of Trustees



Cecil L. Groves, Secretary
Board of Trustees

4/22/08