

MINUTES OF THE BOARD OF TRUSTEES MEETING
Southwestern Community College

January 24, 2006 - SCC Campus

Attending:

Trustees

Terry Bell
Conrad Burrell
Paul Holt
Earl Hooper
Jake Hyatt

College Staff

Quayle Neslen	Connie Haire
Pete Penland	Susan McCaskill
Jerry Sutton	Chuck Reece
Kate Welch	George Stanley

The Board of Trustees of Southwestern Community College met for its regular quarterly meeting, with dinner preceding the meeting at 6:00 p.m., on January 24, 2006.

Chairman Conrad Burrell called the meeting to order at 7:00 p.m.

Mr. Holt made a motion to approve the minutes of the quarterly meeting of October 25, 2005 as mailed. Dr. Neslen seconded the motion which carried.

CURRICULUM AND STUDENT SERVICES COMMITTEE

Vice President McCaskill reported on the Heritage Arts Institute, a new Continuing Education program. The program will be initiated this spring and is designed for individuals seeking a greater skill level in the heritage arts than is available through personal enrichment classes. The program will be offered at the Swain Center through the Occupational Extension Program. The concept of developing a small conference center in conjunction with the heritage arts program is also being explored.

Ms. McCaskill presented the Self-Supporting Policy - Policy 7.20 (IV A 2-a) for approval.

Mr. Sutton made a motion that the Self-Supporting Policy be approved. Mr. Hooper seconded the motion which carried.

Ms. McCaskill presented the Extension Education Specific Fee Plan for approval. Mr. Penland made a motion that the Extension Education Specific Fee Plan be approved. Mr. Hyatt seconded the motion which carried.

Vice President Couch provided an update on preparations for the upcoming 2006 SACS visit and reviewed a timeline for the process. The compliance report, due in March, is now 95% complete. After restudying and evaluation, the QEP team has been restructured and the topic has been switched to "Writing Across the Curriculum".

Dr. Couch provided an update on college enrollment figures. Final Fall 2005 enrollment figures show a 3.5 decrease in enrollment and preliminary Spring Semester 2006 enrollment figures indicate a slight decrease also. Dr. Couch discussed strategies the college plans to take to identify and address causes for the decrease. Dr. Groves noted various factors including increased gas cost, high employment rate and the change in the public school calendar may have impacted the college's enrollment.

Dr. Couch reported the growth in distance learning classes has prompted the need to offer services to online students equal to those offered traditional students. As a result, a new online tutoring program, Smart Thinking, has been implemented to assist on-line students in having a more successful college experience.

The SCC walking trail has been expanded and is now open for student and public use. Dr. Couch distributed a brochure describing the trail. An intramural program has also been implemented allowing SCC students to partner with WCU students in team sports.

The College has announced a new competitive event this spring, the SCC Academic Challenge. The event will consist of two separate competitions - one for high school seniors and one for adult students. Participants in the competition should have an interest in pursuing an educational program

at SCC and reside in the college's service area. Scholarship prizes funded by the SCC Foundation will be awarded to the winners.

Dr. Couch presented the 2006-2007 College Calendar for approval (IV B 2-a). Mr. Sutton made a motion that the 2006-2007 College Calendar be approved. Mr. Bell seconded the motion which carried.

Dr. Couch presented the Policy 6.10 - Course Credit/Advanced Placement for Licensure/Certification (IV B 2-b) for approval. Mr. Hooper made a motion that Policy 6.10 - Course Credit/Advanced Placement for Licensure/Certification be approved. Mr. Penland seconded the motion which carried.

Vice President Haire provided a quarterly update on activities and highlights for the Macon Campus and Institutional Advancement area (IV C 1-a). Curriculum course offerings have been increased in Macon County and Dr. Haure has relocated to the Macon County Annex in order to oversee operations. She noted construction on the new Macon Campus building is progressing on schedule. Macon County commissioners have also indicated interest in providing funds for an additional building at the site.

FINANCE AND CAMPUS IMPROVEMENTS COMMITTEE

Vice President Burnette reviewed the Local Revenue Analysis (V A 1-a) and State Current Expenditures (VI A 1-b) for the period ending December 31, 2005.

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

Ms. Burnette presented Policy Changes (V A 2-b) for approval.

Mr. Sutton made a motion that Policy 7.2 (Tuition and Fees Policy) be approved. Mr. Bell seconded the motion which carried.

Mr. Penland made a motion that Policy 7.16 (Tuition/Fees Refund Policy) be approved. Ms. Welch seconded the motion which carried.

Mr. Hooper made a motion that Policy 7.19 (Internal Control/Audit Policy) be approved. Mr. Sutton seconded the motion which carried.

Following discussion, Mr. Holt made a motion that Policy 7.22 (Endowment Policy) be approved with the endowment level changed to twenty-five thousand dollars and with the stipulation that the endowment level would be revisited if a change in interest rates deems it necessary. Dr. Neslen seconded the motion which carried.

Chuck Reece presented Policy 3.40 - Intellectual Property Ownership (V A 2-c) for approval. Mr. Sutton made a motion that Policy 3.40 - Intellectual Property Ownership be approved. Mr. Hyatt seconded the motion which carried.

In the absence of Vice President Campbell, Dr. Groves presented Policy 3.11 - Computer Resources, Network Use and Computer and Network Security (V B 2-a) for approval. Mr. Bell made a motion that Policy 3.11 - Computer Resources, Network Use and Computer and Network Security be approved. Dr. Neslen seconded the motion which carried.

EXECUTIVE COMMITTEE

Chairman Burrell led a moment of silent prayer in memory of Trustee Leon Jones who passed away on December 30, 2005 after a long illness.

Dr. Groves gave a PowerPoint presentation on SCC construction and facility projects at the Cashiers, Jackson, and Macon centers. He also reported the fiber project is almost complete. As a result of SCC and Balsam West efforts, the Golden Leaf Foundation recently earmarked a grant of \$2 million dollars to WRESA. The purpose of the grant is to assist the public schools and school systems in

Jackson, Macon, Clay, Cherokee, Graham and Swain counties to procure and use high-capacity broadband configurations to enhance learning and educational opportunities. The project titled "WNC Ed-NET" will be administered through the Southwestern Planning and Economic Development Commission. In the near future, BalsamWest FiberNET plans to make a formal allocation of approximately 19 strands of fiber to the College.

Dr. Groves and Mr. Stanley shared a proposed Memo of Agreement received from the Forest Service regarding the Forest Service property transfer. The college has asked that the document be redrafted to better reflect a unified request from both agencies. Some legal issues with the document also need to be resolved. Following discussion, Dr. Groves suggested that Mr. Stanley and Mr. Holt meet to review the proposed agreement.

Mr. Stanley presented a memorandum received from the State Division of Business and Finance regarding matching requirements for the college's allocated bond proceeds. The State had requested a statement that matching requirement funds would be met for SCC by July 2006. At its January 19 meeting, the Jackson County Board of Commissioners approved matching funds for the bond allocation and the Division of Business and Finance was notified of this action.

Mr. Bell made a motion that the Additions to the Full-Time Employee List (VI B-1) be approved. Mr. Penland seconded the motion which carried.

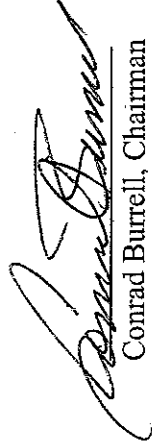
Mr. Sutton made a motion that the Additions to Part-Time Employee List (VI B-2) be approved. Mr. Bell seconded the motion which carried.

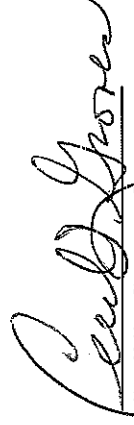
Dr. Groves presented a draft resolution honoring Trustee Leon Jones (VI B-3). He noted Mr. Jones served on the Board with distinction and will be greatly missed. If approved, the resolution will be presented to the family at the April quarterly Board meeting. Mr. Hyatt made a motion that the Leon Jones Resolution be approved. Dr. Neslen seconded the motion which carried.

Mr. Penland made a motion to adjourn. Mr. Sutton seconded the motion which carried.

The next quarterly Board of Trustees meeting is scheduled for Tuesday, April 25, 2006.

The meeting adjourned at 8:32 p.m.


Conrad Burrell, Chairman
Board of Trustees


Cecil L. Groves, Secretary
Board of Trustees

4/25/06
Date