

**MINUTES OF THE BOARD OF TRUSTEES MEETING**  
Southwestern Community College

**July 24, 2007 - SCC Campus**

**Attending:**

<u>Trustees</u>		<u>College Staff</u>
Terry Bell	Pete Penland	Cecil Groves
Conrad Burrell	William Shelton	Sharon Grasty
Earl Hooper	Robert Simpson	Janet Burnette
Brian McMahan	Jerry Sutton	Jim Campbell
Quayle Neslen	Kate Welch	
		Gene Couch
		Connie Haire
		Susan McCaskill

*Guests:* Christian Conway, Andrew McCallister, Norman Myers, Shane Sullivan

The Board of Trustees of Southwestern Community College met for its regular quarterly meeting on July 24, 2007.

Chairman Conrad Burrell called the meeting to order at 5:00 p.m. and welcomed newly appointed trustee, William Shelton and introduced special guest, Norman Myers, former SCC president.

Sharon Grasty administered the oath of office to Mr. Shelton and reappointed trustees, Terry Bell, Earl Hooper and Jerry Sutton.

Mr. Sutton made a motion to approve the minutes of the quarterly meeting of April 24, 2007 as mailed. Mr. Bell seconded the motion which carried unanimously.

Dr. Groves provided an update on college facilities and property acquisitions:

- The new Macon Campus building is substantially complete and the college has assumed ownership. Furniture is currently being moved into the building and installation of the technology infrastructure has been initiated. On the advice of the college attorney and the project architect, the college is withholding \$75,000 from the general contractor's final payment until the punch list items are completed. Also, on the advice of the State Construction Office, the college is holding \$150,000 to cover any liquidated damages.
- Macon County is also looking at a bond issue which could address construction of future buildings at the Macon Campus.
- Dr. Haire has been approached by a developer regarding possible housing to be used by SCC Park Ranger students.
- The Forest Service has accepted a low bid for their building and forwarded it to the State Construction Office for approval. Approval is expected within 60 days, and the college will then move forward with advertising for an architect to design the new library/classroom building.
- Discussion has been held with DOT officials regarding the construction of a loop road through the Jackson campus.
- The Heritage Center at the Swain facility continues to do well.

Dr. Groves reported briefly on the current legislative session. Overall, this year's budget appears to be better for the college than 2006/07. Approval of several proposed bills affecting the college, including the bill proposing a term limit for trustees, does not appear likely.

**CURRICULUM AND STUDENT SERVICES COMMITTEE**

Vice President McCaskill provided an update on continuing education programs and initiatives. A recent arts and craft sale of student work at the Swain Center was very well received and another sale will be held in November. Twenty-four students are currently enrolled in the Pottery Program. The NC Highway Patrol has asked the college to do in-service training for all officers west of Salisbury. The Forest Service plans to hire an additional 1,000 seasonal park rangers and has approached the college in regards to providing more Federal law enforcement training sessions to accommodate this increase in staff. Discussions are being held regarding the feasibility of using the Oconaluftee Job Corps site as student housing for NPS students.

Vice President McCaskill presented and reviewed the Extension Education Enrollment Statistics (V A-1) and the Spring 2007 Class Visitation Report (V A-2).

Ms. McCaskill distributed a brochure detailing the new Career Readiness Certification initiative and gave a brief overview of the certification. She noted it is a nationally recognized certification.

Ms. McCaskill distributed the 2007 edition of the 20<sup>th</sup> Annual WNC Fire, Rescue, EMS and Law Enforcement College booklet. The fire college will be held in September.

Vice President Couch reported on activities and highlights for the Instructional and Student Services area. Notification has been received from SACS that the college's accreditation has been reaffirmed. A request is pending for further documentation regarding library/learning resources at the new Macon campus with a follow-up site visit at the new campus in the fall. Summer commencement will be held at 6:30 p.m. on Thursday, August 2. Trustee attendance is encouraged. Information will be mailed giving further details.

Dr. Couch reviewed the 2007 Performance Measures Report (V B-c). SCC ranks as one of 38 institutions in the 58-college North Carolina Community College System to receive the superior college designation in 2007. The college earned this distinction based on its achievement in meeting 10 of the 12 performance measure standards.

Dr. Couch reviewed the 2007 Critical Success Factors Report (V B-d). The report compares SCC's performance to the system mean.

Dr. Couch reported three new programs will be implemented this fall: Fine Arts-Cherokee, Medical Assisting, and Civil Engineering Technology.

Dr. Couch reviewed the Instruction and Student Services Profile for Fall 2006-Spring 2007 (V B-f).

Dr. Neslen entered the meeting at 5:34 p.m.

Vice President Haire provided a quarterly update on activities and highlights for the Macon Campus and Institutional Advancement area (V C 1-a). The Macon Campus building has passed state inspection and the college has assumed ownership. Her staff will move into the building next week when the computer and telephone infrastructure is installed. Two events are being planned to dedicate the new building - an open house for the community and an invitation only event. Dr. Haire invited the trustees to hold the October quarterly meeting at the new campus. Approximately 40 new Early College students will start in the fall. Macon County NCS Coordinator, Jennifer Jones, has resigned and will be replaced by Pam Collins, a long-time public school employee. This year's SCC Foundation fund raisers were very successful. The Upward Bound Program has been refunded for another four years.

#### **FINANCE AND CAMPUS IMPROVEMENTS COMMITTEE**

Vice President Burnette reviewed the Local Revenue Analysis (VI A 1-a) and State Current Expenditures (VI A 1-b) for the period ending June 30, 2007.

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

Vice President Campbell provided an update on technology initiatives. His area has been focused on several large projects including establishing connectivity for the new Macon Campus. Progress continues with the partnership with the Campus EAI Consortium. The conversion to the Information System of the Future also continues to progress. Implementation of the student component is moving forward and is being used for fall term registrations. The WNC-EdNet connectivity project, with the help of BalsamWest FiberNET, continues to progress well with 90% of the fiber now in place.

#### **EXECUTIVE COMMITTEE**

Mr. Penland made a motion that the Additions to the Full-Time Employee List (VII A-1), Additions to the Part-Time Employee List (VII A-2), 2007-2008 Full-Time Employee List (VII A-3) and 2007-

2008 Potential Part-Time Employee List (VII A-4) be approved. Mr. Sutton seconded the motion which carried unanimously.

Dr. Couch introduced SCC students, Christian Conway and Andrew McCallister. Mr. Conway and student Shane Sullivan represented SCC at the recent North Carolina Community College System Academic Excellence Awards ceremony in Raleigh. Christian was chosen as a keynote speaker at the event and gave a brief summation of his speech and detailed how his experience as a student at SCC had enriched his life. Mr. McCallister is the recipient of the prestigious Jack Kent Cooke scholarship. A dual enrolled graduate of SCC, Mr. McCallister described how his instructors and courses at SCC greatly enhanced his educational experience and prepared him for his future endeavors.

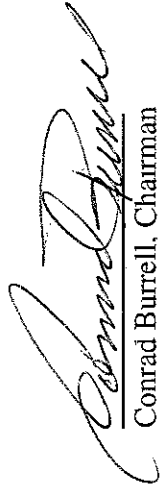
Chairman Burrell appointed Earl Hooper ( representing Jackson County), Terry Bell (representing Macon County), and Kate Welch (representing Swain County) to the Nominating Committee for the 2007-2008 Board of Trustees officers. They will report back at the October Quarterly Board meeting.

Chairman Burrell expressed his appreciation to the Macon County Commissioners for their support with the construction of the Macon Campus building. He announced that when dedicated, the building would be named the Cecil L. Groves Center and commended Dr. Groves for his efforts on behalf of the project.

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

The next quarterly Board of Trustees meeting is scheduled for Tuesday, October 23, 2007.

The meeting adjourned at 6:28 p.m.



Conrad Burrell, Chairman  
Board of Trustees



Cecil L. Groves, Secretary  
Board of Trustees

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Date