

MINUTES OF THE BOARD OF TRUSTEES MEETING
Southwestern Community College

October 23, 2007 - SCC Campus

Attending:

<u>Trustees</u>		<u>College Staff</u>	
Terry Bell	Brian McMahan	Cecil Groves	Connie Haire
Conrad Burrell	Quayle Neslen	Sharon Grasty	Susan McCaskill
Berita Fox	Pete Penland	Janet Burnette	Chuck Reece
Paul Holt	William Shelton	Jim Campbell	George Stanley
Earl Hooper	Robert Simpson	Gene Couch	

The Board of Trustees of Southwestern Community College met for its regular quarterly meeting on October 23, 2007.

Chairman Conrad Burrell called the meeting to order at 5:02 p.m. and welcomed newly appointed student trustee, Berita Fox.

Mr. Holt made a motion to approve the minutes of the quarterly meeting of July 24, 2007 as mailed. Mr. Penland seconded the motion which carried unanimously.

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

- The college is beginning a long-range planning phase mandated by the System Office as preparation for the 2010 State community college bond issue - this will include an updated college master plan
- Construction has been approved by the DOT for a connecting road from Hwy 116 to Hwy 107 on the Jackson Campus - this road could put a new front on the campus
- The county is currently doing a due diligence process on an alternative property for a bus garage site - if purchased, this would free up the current site adjacent to the Jackson campus
- Building costs will limit the size of the new Jackson building - the potential uses of the building are being reconsidered due to its size, location of the proposed connector road, and placement of the building adjacent to existing campus buildings

Mr. McMahan and Dr. Neslen entered the meeting at 5:15 p.m.

Dr. Groves reported the master plan will be bid separately from the Jackson building. A number of architect firms have indicated interest in the building project. Mr. Stanley noted their letters of intent were due on October 24 and asked the Board how they wished to proceed in selecting and reviewing the applicants. Following discussion, it was decided to follow the procedure used in choosing an architect for the Macon Campus building.

Mr. Holt made a motion that the architectural applicants be screened down to six firms and the six highest ranking firms be invited to make a 30 minute presentation to the Board of Trustees. Dr. Neslen seconded the motion which carried unanimously. A special meeting will be called in December to hear the presentations.

Dr. Groves briefly reported on a situation which arose with Tri-County Community College regarding their selection of a new president. The System Office had disagreed with their choice of candidate and it necessitated intervention by their trustees, county commissioners and legislative representatives with the State Board in order to prevail. The implication of the State Board's involvement on a local level with board autonomy was discussed.

Dr. Groves reported Vice President for Information Technology and Telecommunications, Jim Campbell, will be retiring effective October 31. He noted that Mr. Campbell has done a superb job at the college and will be missed. Internally, Dr. Groves will restructure to accommodate this change in the department and to facilitate a smooth transition. Chairman Burrell, on behalf of the Board of Trustees, expressed appreciation for Mr. Campbell's efforts as a college employee.

CURRICULUM AND STUDENT SERVICES COMMITTEE

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

Ms. McCaskill provided an update on continuing education programs and initiatives. The public safety programs continue to grow and the completion of the addition at the Public Safety Training Center will enable the college to offer more on-hands courses at the Center location. Several personnel changes have been implemented in the department due to the upcoming departure of Dwight Wiggins in December. Scott Sutton has assumed the LBJ activities and has moved to the Macon Annex. He will also be offering additional computer and occupational courses in Macon. Vita Nations will be coordinating activities at the Cherokee Center and the college will advertise for a full-time Business and Industry Coordinator. The Heritage Arts program will continue to collaborate with the Heritage Village group in Macon County.

Mr. Sutton departed the meeting at 5:50 p.m.

Vice President Couch reviewed the Enrollment Comparison Report (IV B 1-a). Headcount enrollment has increased by approximately six percent with an 8.2 percent growth in FTE. It is anticipated that the college's recent ranking by the Washington Monthly as the number four community college in the nation will have a positive impact on enrollment.

The SACS reaffirmation process is nearing conclusion. The recent substantive change site visit at the new Macon Campus went well and the visiting team had no recommendations. At the December SACS meeting, it is expected the Commission will give final clearance to the college's reaffirmation and the substantive change request will be approved.

Dr. Couch reviewed the Long-range Plan 2007-2012 (IV B 1-c). The North Carolina Community College system recently implemented a statewide planning process to establish a systematic, objective process for matching program needs to facility needs. Colleges will be asked to develop a long-range plan and a facilities master plan. As part of the process, SCC will invite community leaders to a listening forum on November 13.

Dr. Couch presented the College Calendar 2008-2009 (IV B 2-a) for approval. Mr. Bell made a motion that the College Calendar 2008-2009 be approved. Mr. Hooper seconded the motion which carried unanimously.

Dr. Couch noted the college is practicing its emergency preparedness and critical incident response by staging several drills in October and November. These activities were deemed necessary in light of recent incidents at other institutions around the country.

Vice President Haire provided a quarterly update on activities and highlights for the Macon Campus and Institutional Advancement area (IV C 1-a). Staff moved into the new Macon Campus and held the first registration in August. Dr. Haire recognized the maintenance and technology personnel for their efforts in the move and set-up. Approximately 140 guests attended the grand opening and dedication. 306 students are currently enrolled in classes at the site including 80 Early College students. Dr. Haire distributed a copy of a letter published in the Franklin press from an SCC student written in praise of the new campus. Dr. Haire has provided information to the Macon County manager for inclusion in the local bond referendum. She expressed her appreciation to the Macon and Jackson county commissioners for their approval of resolutions honoring the college for its recent number four ranking by the Washington Monthly.

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 September 30, 2007.

Ms. Burnette presented the Budget Transfers (V A 2-a) and Budget Request (V A 2-b) for approval.

Mr. Stanley presented and reviewed the Forest Service Project No. 1371 (V A 2-c) for approval.

Ms. Burnette presented Policy 4.29 - Fringe Benefits (V A 2-d) and Policy 4.32 - Re-employment of Retired State Employees (V A 2-d) for approval.

Mr. Holt made a motion that the Budget Transfers, Budget Request, Forest Service Project No. 1371, Policy 4.29 - Fringe Benefits and Policy 4.32 - Re-employment of Retired State Employees be approved. Mr. Penland seconded the motion which carried unanimously.

Vice President Campbell provided an update on technology initiatives. His department will begin focusing on several improvement projects on the main campus. These will include replacing all backbone electronics/data switches and installing a new phone system. The WNC-EdNet connectivity project continues to progress well with 95% of the public schools now connected. Mr. Campbell thanked the Board for their support and unity during his tenure at SCC.

EXECUTIVE COMMITTEE

Ms. Welch informed the Board that her son was listed on the Part-Time Employee List as a part-time instructor at the Public Safety Center in the BLET Program. She had consulted earlier with Mr. Holt and it was his opinion this did not constitute a conflict. Following discussion, it was the consensus of the Board that there was no ethical conflict, but the president's office will contact System Office legal counsel to confirm.

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. Bell seconded the motion which carried unanimously.

Mr. Hooper, representing the Nominating Committee, reported that it was the recommendation of the Committee that the terms of officers Conrad Burrell as Chairman, Pete Penland as Vice Chairman and Cecil Groves as Secretary be extended for another year.

Mr. McMahan made a motion that Conrad Burrell as Chairman, Pete Penland as Vice Chairman and Cecil Groves as Secretary be approved as officers of the Board of Trustees for the 2007-2008 year. Mr. Simpson seconded the motion which carried unanimously.

Chairman Burrell called upon Ms. Welch to provide a brief report on the September San Diego ACCT Annual meeting. Ms. Welch noted the convention sessions were very worthwhile. It was the consensus that the Hispanic/Latino population is continuing to grow. Presenters also emphasized that employees should exercise caution with their email content and educational institutions should conduct drills and have a plan in place for emergency situations. While attending the meeting, she also took an interesting tour of Miramar Community College, the college responsible for training law enforcement/fire fighters for the San Diego area.

Mr. Bell and Mr. Holt departed the meeting at 6:20 p.m.

Dr. Groves expressed his appreciation to the commissioners of Jackson and Macon County for their support of the college and their passage of resolutions honoring the college for its achievement in being ranked number four in the nation.

Mr. Penland made a motion to adjourn. Dr. Neslen seconded the motion which carried unanimously.

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

The meeting adjourned at 6:28 p.m.

Conrad Burrell, Chairman
Board of Trustees

Cecil L. Groves, Secretary
Board of Trustees

Date