

MINUTES OF THE BOARD OF TRUSTEES MEETING
Southwestern Community College

April 26, 2005 - SCC Campus

Attending:

Trustees

Terry Bell Mary Jane Letts
Virginia Cranfield Quayle Neslen
Paul Holt Robert Simpson
Earl Hooper Jerry Sutton
Leon Jones Kate Welch

College Staff

Cecil Groves Connie Haire
Sharon Grasty Susan McCaskill
Janet Burnette Chuck Reece
Jim Campbell Dwight Wiggins
Gene Couch

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 April 26, 2005.

Presiding in the absence of the Chairman and Vice Chairman, Trustee Paul Holt called the meeting to order at 7:00 p.m.

Mr. Sutton made a motion to approve the minutes of the quarterly meeting of January 25, 2005 as mailed. Ms. Welch seconded the motion which carried.

CURRICULUM AND STUDENT SERVICES COMMITTEE

Vice President Wiggins reviewed the Class Visitation Report for Spring 2004, Summer 2004 and Fall 2004 (IV A 1-a).

Ms. McCaskill presented the Extension Education Specific Fee (IV A 2-a) and the Extension Education Accountability and Credibility Plan (IV A 2-b) for approval. Mr. Hooper made a motion that the Extension Education Specific Fee and the Extension Education Accountability and Credibility Plan be approved. Mr. Simpson seconded the motion which carried.

Vice President Couch provided several curriculum program updates:

- After a series of meetings and a review of the process, the Nursing program will continue to be offered as part of a consortium arrangement with Haywood CC and Tri-County CC.
- The Gaming Management program received approval from the System Office but funding for the program did not materialize. After a series of conversations with the parties involved, operation of the program has been suspended until such time as financial endorsement is realized from Harrahs and the Eastern Band of Cherokee.
- Two new initiatives are underway involving the public schools in Macon County and Jackson County. Space will be utilized at the former Union School in Macon County to offer courses of study in CISCO, EMS, general education and college transfer to the Macon County high schools. A similar arrangement will be provided at the SCC campus for students from Smoky Mountain High School to take courses in Automotive, Cosmetology, Hotel & Restaurant Management and Culinary.

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Dr. Couch noted that occasionally incoming students score below the 10th percentile on the college placement test. The college is attempting to better serve these under prepared students by means of identifying a counselor to work with them and plans to partner with the Job Corps to provide hands on skills to these students.

Dr. Couch provided an update on the college's upcoming SACS review in 2006. The college is fully engaged in the process, SACS teams have been identified and they are meeting periodically to work on projects. Dr. Couch presented the SACS team assignments (IV B 1-b) and gave a brief overview of the reaffirmation process.

Dr. Couch reported that the System Office Program Audit Services staff recently completed a program audit at SCC for Spring Semester 2003 through Spring Semester 2004. One preliminary exception and one area of concern were identified. The college has taken corrective measures in response to the audit findings.

Dr. Couch presented the Criminal Justice Technology - Latent Evidence Concentration program (IV B 2-a) for approval. Mr. Bell made a motion that the Criminal Justice Technology - Latent Evidence Concentration program be approved. Mr. Simpson seconded the motion which carried.

Vice President Haire provided a quarterly update on activities and highlights for the Student and Institutional Development area (I V C 1-a). She noted Spring commencement ceremonies will be held at 4:00 p.m. and 7:30 p.m. on Friday, May 6 and encouraged Trustee attendance.

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 March 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. Simpson seconded the motion which carried.

EXECUTIVE COMMITTEE

Dr. Groves provided an update on technology and telecommunication efforts. The BalsamWest FiberNET project is nearing completion. An informational and organizational meeting for the WNC e-Learning Initiative was held today with public school and higher education representatives from Jackson, Macon, Swain, Cherokee, Clay, Graham Counties and the Qualla Boundary to review options regarding the funding of the project. A work session was also held for the Community Link interactive television system member institutions to discuss moving forward with the system's new technology.

Dr. Groves provided an update on the upcoming legislative session and the status of the new Macon Campus project and the Cashiers Center relocation. He noted Beth Graham, Director of the Cashiers Center, and her husband have announced plans to leave the area and relocate closer to family members.

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Mr. Sutton made a motion that the additions to the Full-Time Employee List (VI B-1), be approved. Mr. Simpson seconded the motion which carried.

Mr. Simpson made a motion that the additions to the Part-Time Employee List (VI B-2) be approved. Dr. Neslen seconded the motion which carried.

Mr. Sutton made a motion that the 2005-06 Annual Local Budget (VI B-3) be approved. Ms. Welch seconded the motion which carried.

Mr. Hooper made a motion that the 2005-06 Annual College Budget (VI B-4) be approved. Ms. Letts seconded the motion which carried.

Mr. Simpson made a motion that the Policy Change 4.31- Secondary Employment (VI B-5) be approved. Mr. Bell seconded the motion which carried.

Presidential Evaluation forms were distributed to the Trustees. Evaluations should be completed and forwarded to Chairman Burrell by May 20.

Dr. Groves briefly detailed his recent trip with Chairman Burrell to the AACC annual convention in Boston where they accepted the Outstanding Alumni Award in honor of Principal Chief Michell Hicks. Chief Hicks is a former graduate of SCC.

Dr. Groves presented a plaque to outgoing Student Trustee, Virginia Cranfield. Ms. Cranfield expressed her appreciation to the administration and Board of Trustees and noted serving on the Board was a valuable experience for her.

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

The next quarterly Board of Trustees meeting is scheduled for Tuesday, July 26, 2005.

The meeting adjourned at 7:55 p.m.

Conrad Burrell, Chairman
Board of Trustees

Cecil L. Groves, Secretary
Board of Trustees

Date