

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

**January 23, 2018 – SCC Jackson Campus**

**Attending:**

Trustees

Terry Bell	Paul Holt
Jeff Cloer	Jeremy Hyatt
Doug Cody	Luke D. Hyde
Vance Davidson	Mark Jones
Jean Ellen Forrister	Libby Knight
Karl Gillespie	Gary Shields

College Staff

Don Tomas	Tyler Goode
Marc Boberg	Lynda Parlett
Thom Brooks	
William Brothers	
Nan Coulter	
Johnathan Dean	

**Absent**

Bobbi Carlton Mathews, Lambert Wilson

**Guest**

Ann Melton, Jackson County Clerk of Superior Court

The Board of Trustees of Southwestern Community College (SCC) met for their quarterly meeting on January 23, 2018 in the Charles Siler Slagle Board Room of the Conrad G. Burrell Building on the Jackson campus.

Chairman Terry Bell called the meeting to order at 5:02 p.m. and read the Ethics and Conflict of Interest statement.

**OATH OF OFFICE**

Jackson County Clerk of Superior Court Ann Melton administered the Oath of Office to newly appointed Trustee Luke D. Hyde. Mr. Hyde is the Governor's Appointee to the Southwestern Community College Board of Trustees from Swain County. Mr. Hyde was then welcomed to the Board by Chairman Bell, Vice Chairman Holt and all attending.

**PREVIOUS MEETINGS' MINUTES**

Mr. Bell asked for a motion to approve the minutes of the Special Called Meeting Board of Trustees Meeting of October 24, 2017. Mr. Holt made a motion to approve the minutes as presented, and Mr. Davidson seconded the motion, which carried unanimously.

## **PRESIDENT'S REPORT**

Dr. Tomas informed the Trustees on potential changes affecting community college boards that may result from proposed legislation in the General Assembly and from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). SACSCOC is requiring all member community colleges to administer a mandatory student financial literacy course, which the College is already doing. As a result of the SCC student financial literacy course, the default rate on student loans has dropped from 22% to 15%.

Dr. Tomas also reminded the Trustees that their completed Statement of Economic Interest (SEI) forms for the North Carolina State Ethics Commission are due to Nan Coulter by March 15, 2018.

Mr. Bell made note to the Trustees that Mr. Holt was awarded the Order of the Long Leaf Pine in a ceremony held at SCC earlier that day.

## **CURRICULUM AND STUDENT SERVICES**

Mr. Bell asked Dr. Thom Brooks, Executive Vice President for Instruction and Student Services, to report on Curriculum and Student Services.

Dr. Brooks reviewed the Fall 2017 Curriculum enrollment report and gave a brief overview of the Program Updates for October through December 2017. He gave a brief report on the Opioid Presentation delivered by SBI agent Lee Tritt on January 19, 2018 to the College community.

Under Action Items, Dr. Brooks presented the following policies for review and approval:

Policy 6.02.01 – Attendance Requirements and Student Classification (revised)

Policy 6.02.02 – Grading System (revised)

Policy 6.02.11 – Course Audit (new)

Policy 6.02.12 – Student Military Service (new)

Policy 6.03.03 – Discrimination and Unlawful Harassment (revised)

Following review and discussion of these policies, Ms. Forrister made a motion to approve the policies as presented, which was seconded by Mr. Shields and passed unanimously.

Dr. Brooks then presented the proposed 2018-2019 SCC Academic Calendar for review and approval, noting that this proposed calendar may require amendment at a later date pending the outcome of proposed legislation by the General Assembly regarding paid leave for community college employees.

Dr. Brooks also requested the Board's approval of termination of two programs - C55400 Manicuring/Nail Technology and D45200 Computed Tomography & Magnetic Resonance Imaging Technology. Following discussion, Mr. Holt made a motion to approve the 2018-2019 Academic Calendar as presented and terminate the C55400 Manicuring/Nail Technology and D45200 Computed Tomography & Magnetic Resonance Imaging Technology programs. The motion was seconded by Mr. Cloer and passed unanimously.

## **FINANCE AND CAMPUS IMPROVEMENT**

Mr. Holt asked Mr. William Brothers, Vice President for Financial and Administrative Services, reported to the Trustees on Finance and Campus Improvement.

Mr. Brothers reported that both the Local Revenue Analysis and State Current Expenditures are on target for this point in the fiscal year.

Under Action Items, Mr. Brothers presented the budget transfers for review and discussion. Following discussion, Mr. Holt made a motion to approve the Budget Transfers, which was seconded by Mr. Shields and passed unanimously.

Dr. Marc Boberg, Director of Facility Services and Operations, presented the Facilities Update, consisting of updates on the Health Sciences building, Maintenance building, the renovation to the Summit building, the Fire Rescue Training Facility and new Parking Lot D.

Dr. Tomas gave the Board an update on the repairs to the Balsam building from the R5000 project, reporting that the College is awaiting a response from the North Carolina Department of Transportation, DeVere Construction and their insurer by February 9, 2018 to recent communication.

Dr. Boberg presented samples of the proposed campus entrance signs to the Trustees, and made a note to contact Brian Birch at NCDOT to correct the "Y" in "Community" on the sign on westbound Hwy 107.

## **EXECUTIVE COMMITTEE**

Mr. Bell announced to the Trustees that the Statement of Economic Interest (SEI) forms for the North Carolina State Ethics Commission are to be completed and submitted to Nan Coulter by March 15, 2018.

Mr. Bell also reminded the Trustees to review the proposed changes to the SCC Board of Trustees meeting schedule for 2018 and informed them that these changes would take effect should the General Assembly pass legislation requiring community college boards of trustees to meet a minimum of six times per year.

Mr. Bell presented the quarterly Full-Time and Part-Time Employee Lists for review and approval. Mr. Gillespie made a motion to accept the Lists as presented, which was seconded by Mr. Shields and passed unanimously.

### **PRESIDENT'S EVALUATION**

Mr. Bell informed the Board that the annual Presidential Evaluation forms are included in their board packets and must be completed and submitted to Mr. Bell by March 15, 2018. Mr. Bell also informed the Board that Dr. Tomas was one of four finalists for the 2018 North Carolina Community College System President of the Year Award.

### **OTHER BUSINESS**

Mr. Johnathan Dean, Director of Institutional Research and Planning, provided the Board with the Vision 2023 Strategic Plan for review and approval. Following review and discussion, Mr. Shields made a motion to approve the Vison 2023 Plan as presented, which was seconded by Mr. Cloer and passed unanimously.

Mr, Tyler Goode, Director of Public Relations, presented to new abbreviated SCC logos for the Board's review and approval. These logos contain elements of the current logo but can but used in smaller format and square applications, such as apparel and decals, to increase the visibility of the College logo. Following review and discussion, Mr. Cloer made a motion to approve the new small-format logos, which was seconded by Mr. Hyatt and passed unanimously.

With no other business before the Board, Mr. Davidson made a motion to adjourn the meeting. Mr. Cloer seconded the motion which carried unanimously. The meeting adjourned at 6:00 p.m.

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Terry Bell, Chairman  
Board of Trustees

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Don Tomas, Secretary  
Board of Trustees