

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

**October 27, 2015 – SCC Macon Campus**

**Attending:**

Trustees

Terry Bell  
Vance Davidson  
Jean Ellen Forrister  
Lambert Wilson  
Libby Knight  
Karl Gillespie  
Jeremy Hyatt  
Gary Shields  
Jeff Cloer  
Ciara Payne, student ambassador

College Staff

Don Tomas  
Suzanne Vincent  
Thom Brooks  
Lynda Parlett  
Johnathan Dean

Guests:

Cheryl Davids, Belinda Petricek, Purshotam Aruwani

**Absent**

Paul Holt  
Conrad Burrell  
Mark Jones

The Board of Trustees of Southwestern Community College (SCC) met for its regular quarterly meeting on October 27, 2015 in the Macon Bank Board Room of the Cecil L. Groves Center on the Macon campus.

Chairman Terry Bell called the meeting to order at 5:09 pm and read the Ethics and Conflict of Interest statement.

**OATH OF OFFICE**

Dr. Tomas introduced Ciara Payne, student ambassador to the Board of Trustees. Ciara was sworn in by Trustee Vance Davidson. Dr. Tomas also introduced Karl Gillespie, newly appointed by the Governor to the Board of Trustees.

**PREVIOUS MEETINGS' MINUTES**

Mr. Bell presented the minutes of the quarterly meeting of July 28. After an update of the status of the Myers Auditorium concerns raised at the previous meeting, Mr. Davidson made a motion to approve the minutes as presented. Mr. Shields seconded the motion, which carried unanimously.

## **PRESIDENT'S REPORT**

Dr. Tomas proposed a special called board meeting to approve the 2015-16 Budget. Items to be expected in the budget include a tuition increase, allocations for STEM equipment, faculty and staff raises and an allocation for Career Coaches in the high schools.

The special called meeting will be held Thursday, November 12<sup>th</sup> at 5 pm at the Slagle Board Room on the Jackson Campus. Also on the agenda for the meeting is an update from LS3P on the Master Plan process.

Updates were given on Mr. Burrell and Nan Coulter.

## **CURRICULUM AND STUDENT SERVICES COMMITTEE**

Committee Chairman Lambert Wilson asked Dr. Thom Brooks to discuss the Committee Information Items. Dr. Brooks first introduced Dr. Cheryl Davids, Dean of the Macon Campus. Dr. Davids introduced Purshotam Aruwani, a 4<sup>th</sup> year Macon Early College student. Purshotam has completed an A.A. degree and is currently working on his A.S. degree. Purshotam spoke to the Board about his experience as an early college student.

Dr. Brooks updated the Board on enrollment reports, the SACSCOC process, the most recent Program Audit. There were no exceptions identified in the audit results. There has been a recent change in reference to programs offered by NC Community Colleges. The State Board will now terminate programs that have had no enrollment for two years.

Dr. Brooks brought five policies as action items before the Board for discussion and vote:

- Policy 4.01.03 – Workload, Curriculum Faculty
- Policy 4.04.11 – Teaching Excellence Award (new)
- Procedure 4.04.11.01 – Teaching Excellence Award (new)
- Policy 6.00 – Student Rights (new)
- Policy 6.02.04 – Academic Progress
- Policy 6.03.05 – Student Grievance
- Policy 6.04.07 – Student Records
- Policy 8.22 – College Calendar

Following discussion, Mr. Cloer made a motion to approve the proposed changes to Policies 4.01.03, 6.02.04, 6.04.07 and 8.22; and approve new Policies 4.04.11, 4.04.11.01, and 6.0. Policy 6.03.05 – Student Grievance was amended to remove the table on page 2. The motion was seconded by Mrs. Forrister and passed unanimously.

## **FINANCE AND CAMPUS IMPROVEMENT COMMITTEE**

Dr. Tomas presented on the committee information items including the 2015-16 local revenue analysis, 2015-16 Budget process and 2014-15 Financial Audit. Facilities updates included R5000, P2055 Parking and Water Distribution, Founders Hall and Bradford Hall renovations, the Firing Range, Facilities Master Plan, Facilities Condition Assessment Program, reallocation of Summit roof funds, and a potential Verizon Cell Tower.

The following policy changes were brought to the Board as action items:

Statement 1.01 - General Provisions  
Statement 1.02 - History  
Policy 4.02.08 – Voluntary Shared Leave  
Policy 7.02.07 – Endowments Funds  
Policy 4.02.10 –Military Leave  
President’s Job Description

Trustee Gary Shields made a motion to approve changes to Statement 1.01 and 1.02, Policies 4.02.08, 7.02.07 and 4.02.10, the President’s Job Description, and the IT Equipment Lease. Mr. Wilson seconded the motion and all action items were approved unanimously.

## **EXECUTIVE COMMITTEE**

The Executive committee did not meet this month. Chairman Bell presented the quarterly full time and part-time employee lists. Jeremy Hyatt made a motion to approve the employee lists and Gary Shields seconded the motion. It passed unanimously.

Mr. Wilson presented the officers selected by the Nominating Committee. The Chairman of the Board for 2015-16 is Terry Bell and the Vice Chairman is Paul Holt.

## **INSTITUTIONAL DEVELOPMENT**

Lynda Parlett, the Executive Director for Institutional Development reported on the Student Success Campaign and gave a grant status update.

The Student Success Campaign has raised \$688,000 toward the endowment fund. The campaign will now seek to increase the endowment funds to 1 million.

The college has also received roughly 3.7 million in grant funds in the past five months. Two grants were highlighted. The First in the World grant received is for over \$700,000. This collaboration with Central Carolina Community College seeks to implement a model program to provide supportive services for students designed to increase retention and graduation.

The NASA grant received was also discussed. It is a STEM collaborative project for over 1.5 million in grant funds. Collaborating partners include the local public school systems, NASA's Marshall Space Center, Great Smoky Mountain National Park, the Pisgah Astrological Research Institute and Appalachian State. The grant seeks to provide STEM activities and knowledge over a five-year project period to 2,536- 255 SCC students and 2,281 public/Cherokee school students.

Ms. Parlett briefly discussed the grant proposal to the Golden Leaf Foundation currently being developed. The proposal focuses on developing STEM resources for Macon County students.

### **OTHER BUSINESS**

A retirement reception is planned for Jerry Sutton on the Public Safety Campus for December 10<sup>th</sup> from 4-6pm.

With no other business before the Board, Mr. Wilson made a motion to adjourn the meeting. Mr. Shields seconded the motion which carried unanimously.

The meeting adjourned at 6:24 pm.

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Terry Bell, Chairman  
Board of Trustees

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Don Tomas, Secretary  
Board of Trustees