

MINUTES OF THE BOARD OF TRUSTEES MEETING
Southwestern Community College

April 26, 2011- SCC Campus

Attending:

Trustees

Terry Bell
Conrad Burrell
Vance Davidson
Paul Holt
Libby Knight

Pete Penland
Tracie Rice
Jerry Sutton
Kate Welch
Lambert Wilson

College Staff

Janet Burnette
Sharon Grasty
Thom Brooks
Connie Haire
Susan McCaskill

Chuck Reece
George Stanley

The Board of Trustees of Southwestern Community College met for its regular quarterly meeting on April 26, 2011.

Chairman Conrad Burrell called the meeting to order at 5:10 p.m. and read the ethics statement.

Mr. Holt made a motion to approve the minutes of the quarterly meeting of January 25, 2011 and special meeting of February 22, 2011. Mr. Davidson seconded the motion which carried unanimously.

PRESIDENT'S REPORT

Interim President Burnette provided a report on college activities and facilities. She noted the college is doing well and anticipates receiving exceptional ratings once again on the NCCCS Performance Measures and Standards. The annual SCC employee climate survey results also showed a significant increase in satisfaction with senior leadership at the college. College enrollment continues to grow with pre-registration numbers predicting a heavy fall semester enrollment. The college plans to move forward with a new marketing initiative to develop a distinct college brand. She is anticipating at least a ten percent reduction in the college's state operating funds this year.

Ms. Burnette reported there had been an issue with Haywood Community College regarding course requirements for the final class of Nursing Consortium students, but it has been resolved. With graduation of these students, the college's participation in the Nursing Consortium will end.

CURRICULUM AND STUDENT SERVICES COMMITTEE

Vice President McCaskill provided an update on continuing education programs and initiatives. She reported several accreditation site visits are in progress for her area. A team from the NCCCS office in Raleigh will be visiting the Basic Skills Program next week and the NPS program continues to work on attaining accreditation from FLETC (Federal Law Enforcement Training Center). Ms. McCaskill distributed brochures detailing an upcoming educational tour coordinated by the Plus50 Program. Ms. McCaskill presented and reviewed the Fall Enrollment Report (IV A 1-b) and Class Visitation Report for Fall 2010 (IV A 1-c).

Vice President Brooks provided an update on instructional and student services activities. He reported FTE for spring curriculum enrollment increased 4.7 percent. A record attendance is expected for the commencement exercises on May 10. A transfer agreement was recently signed with Appalachian State University for honors credits and ASU has created a transfer scholarship for graduates of SCC's honors program. Dr. Brooks distributed a summary of events his area has coordinated this year and invited trustees to attend an upcoming NC Net event. He also distributed and briefly reviewed results of the recent SENSE (Survey of Entering Student Engagement). SCC exceeded the average for small colleges on all of the survey's benchmarks.

Dr. Brooks presented Policy 6.6 - Services for Persons with Disabilities (IV B 2-a), Policy 6.7 - Admission (IV B 2-b), Policy 6.9 - Transfer of Credit/Previously Earned Credit (IV B 2-c), Policy 6.15 - Academic Probation and Suspension (IV B 2-d), Policy 6.25 - Standards of Student Conduct (IV B 2-e), Policy 6.28 - Student Drug-Free College (IV B 2-f), and Policy 7.21 - Optional Fees (IV B 2-g) for approval.

Board of Trustees

April 26, 2011

Page 2

Mr. Bell made a motion that Policy 6.6 - Services for Persons with Disabilities, Policy 6.7 - Admission, Policy 6.9 - Transfer of Credit/Previously Earned Credit, Policy 6.15 - Academic Probation and Suspension, Policy 6.25 - Standards of Student Conduct, Policy 6.28 - Student Drug-Free College, and Policy 7.21 - Optional Fees be approved. Mr. Wilson seconded the motion which carried unanimously.

Vice President Haire presented a quarterly update on activities and highlights for the Macon Campus and Institutional Development area (IV C 1-a). She noted FTE is up five percent at the Macon Campus. Thirty-nine students have been accepted into the 2011-2012 Macon Early College class. On a recent student survey, the Macon Campus adjunct faculty received high satisfaction ratings.

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, 2011.

Ms. Burnette presented the Budget Transfers (V B 2-a), Annual Local Budget (V B 2-b), Annual College Budget (V B 2-c) and Policy 7.2 - Tuition and Fees (V B 2-d) for approval. Mr. Holt made a motion that the Budget Transfers, Annual Local Budget, Annual College Budget and Policy 7.2 - Tuition and Fees be approved. Mr. Sutton seconded the motion which carried unanimously.

In Vice President Schwiebert's absence, Mr. Reece presented the revised SCC Business Continuity Plan for Board acceptance. The plan was initially developed to enable the college to regroup and prioritize activities in the event it is faced with a minor or major disaster which could impact college operations. Following review, the Business Continuity Plan was accepted by the Board.

Mr. Reece presented Policy 3.11 - Computer Resources, Network Use, and Computer and Network Security (V B 2-b) for approval. Mr. Penland made a motion that Policy 3.11 - Computer Resources, Network Use, and Computer and Network Security be approved. Mr. Bell seconded the motion which carried unanimously.

EXECUTIVE COMMITTEE

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. Penland seconded the motion which carried unanimously.

Mr. Stanley provided a construction review for the academic-administrative-bookstore building. The building is on target but an issue has been identified with providing water for the building's fire sprinkler system. The current water pressure on campus is not sufficient for the system. He has been in discussion with TWASA regarding using the out of service water tank located on the Jackson Campus. He will formally request that TWASA give the tank to SCC and the college will contract with them to do maintenance and repairs on it. The cost of putting in a water line and meter to service the entire campus would be comparable to purchasing a high pressure pump system for the new building. A request has also been forwarded to the State Budget Office regarding using the excess bond funds from the construction project for landscaping and additional projects on campus. A groundbreaking for the building is scheduled for May 6.

Mr. Stanley presented and reviewed the design for the DOT Project 5000 connector road which will provide additional access to the Jackson Campus. He noted the design of the road will consume approximately 50 parking spaces in front of the Balsam Center. To combat the loss of these spaces, the college is proposing a change in the design and increasing the number of parking spaces adjacent to the new building. The recommended change would eliminate the Balsam Center Parking lot access and instead propose the road access be through the parking lot of the new building. Mr. Stanley has also met with representatives from the National Guard Armory and obtained their agreement for the college to gravel and use an area on their property adjacent to SCC as temporary, overflow parking.

Following discussion, Mr. Holt made a motion that the Project 5000 road plan be accepted as designed by the DOT with one change- recommend elimination of the Balsam Center parking access

Board of Trustees

April 26, 2011

Page 3

and that Project 5000 access be through the Burrell Building parking lot. Mr. Sutton seconded the motion which carried unanimously.

Ms. Burnette presented the Resolution in support of the Town of Webster de-annexation efforts for approval (VII). Ms. Welch made a motion that the Resolution be approved. Mr. Wilson seconded the motion which carried unanimously.

Ms. Burnette reported that Swain County has announced plans to build a facility closer to Bryson City and distributed copies of the proposed design for the building. If the building is constructed, SCC operations at the current Swain Center in Almond (with the exception of the pottery lab) would be relocated to the new building and Swain County will move its school board offices to the Almond Center. At that time, State Board approval would be necessary to transfer the Almond Center back to the county.

Mr. Davidson made a motion that the Board enter Executive Session in accord with NC G.S. 143-318.11 for the purpose of discussing personnel matters. Mr. Penland seconded the motion which carried unanimously. The Board entered Executive Session at 6:30 p.m.

The Board returned from Executive Session at 6:48 p.m.

The next quarterly meeting of the Board is scheduled for Tuesday, July 26, 2011.

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

The meeting adjourned at 6:50 p.m.

Conrad Burrell, Chairman
Board of Trustees

Janet Burnette, Secretary
Board of Trustees

Date