

MINUTES OF THE BOARD OF TRUSTEES MEETING
Southwestern Community College

July 25, 2006 - SCC Campus

Attending:

<u>Trustees</u>		<u>College Staff</u>	
Terry Bell	Mary Jane Lettis	Pete Penland	Connie Haire
Conrad Burrell	Brian McMahan	Bob Simpson	Susan McCaskill
Paul Holt	Eddie Madden	Jerry Sutton	Chuck Reece
Earl Hooper	Quayle Neslen	Kate Welch	George Stanley

Guests: Rich Garrett, Delos Monteith, Barbara Putman

The Board of Trustees of Southwestern Community College met for its regular quarterly meeting on July 25, 2006.

Chairman Conrad Burrell called the meeting to order at 4:30 p.m. and welcomed the guests and newly appointed trustee, Brian McMahan.

Ann Melton, Jackson County Clerk of Court, administered the oath of office to Mr. McMahan and reappointed trustees, Mary Jane Lettis and Quayle Neslen.

Mr. Holt made a motion to approve the minutes of the quarterly meeting of April 25, 2006 as mailed. Mr. Sutton seconded the motion which carried unanimously.

Dr. Groves provided a PowerPoint update on the status of college programs, facilities, construction, and property acquisition projects. Highlights included:

- Cashiers: The county funded landscaping/parking project at the Cashiers Center is now complete and the college is pleased with the results.
- Macon: Construction has resumed on the new Macon campus and it is expected that the campus will be open on January 1, 2007. Dr. Groves detailed future buildout of the campus and discussed sewage issues and proposed road routes to the site. The college will maintain the Courthouse Annex facility for the foreseeable future. Dr. Groves reviewed the physical layout of the Public Safety Center complex.
- Jackson: A bill allowing the land transfer with the Forest Service was approved during the current Legislative session. This will allow SCC to take possession of the property adjacent to the Jackson Campus and open up expansion of the campus. A timeline of the exchange was distributed to the trustees. Meetings have been held with DOT officials to discuss the possibility of a road through campus connecting with Hwy 107.
- Fiber Initiative: The Alliance for Southern Appalachian Prosperity (ASAP) was awarded the contract by WRESA and Southwestern Region A for the construction of the fiber optic ring linking electronically together some 70 public schools and charter schools along with Southwestern CC, Tri-County CC and WCU. This initiative was initially funded by Golden Leaf and the Cherokee Preservation Fund in the amount of \$3 million with the total cost of the project approaching \$5 million.
- The National Council for Resource Development has recognized Drake Enterprises and the Eastern Band of Cherokee for their contributions to the college. A formal recognition ceremony will be held at their annual convention in November.

Dr. Groves also reviewed major facility actions needed for 2006/07 for the main campus and off-campus centers and provided an update on the impact of the current legislative session on the college's budget and staff salaries.

CURRICULUM AND STUDENT SERVICES COMMITTEE

Vice President McCaskill introduced State program auditor, Rich Garrett. As part of his doctoral studies, Mr. Garrett is doing an internship with Ms. McCaskill's department.

Ms. McCaskill presented the Continuing Education Enrollment Report (V A 1-a) and provided an update on continuing education projects and initiatives.

Ms. McCaskill reviewed the Class Visit Summary for Fall 2005 and Spring 2006 (V A 1-b).

In Dr. Couch's absence, Barbara Putman, Dean of Arts and Sciences, provided an update and timeline on the college's SACS reaccreditation process (V B 1-a). The college received its Off-Site Review Results on June 1 and had a follow-up conference call with SACS on June 14. The results were very favorable with only seven areas needing further response. The college will complete a focused report on these seven areas and submit it to SACS in September. Dr. Putman reviewed the

scope of the Quality Enhancement Plan (QEP) project and noted the Plan is nearing completion and will be submitted to SACS in September. The on-site review team will visit in October.

Delos Monteith, Institutional Planning and Research Officer, presented the results of the college's 2006 Performance Measures and Standards (V B 1-b). In 1999 the NC State Board of Community Colleges adopted twelve performance measures for accountability as legislated by the NC General Assembly. SCC met nine of the measures this year and was given a superior performance ranking.

Mr. Monteith reviewed the 2006 Critical Success Factors Report (V B 1-c). The college met or exceeded the standards in all areas except Real Estate.

Dr. Putman reviewed the Enrollment Update for Fall & Spring Semesters 2005-2006 and Fall Semester 2006 Enrollment Projections and Marketing Strategies (V B 1-d). Through its distance learning offerings, the college is making a concentrated effort to increase options for students who want to work and attend school.

Dr. Putman provided an update on program initiatives (V B 1-e). The college will be offering a certificate program in Automotive Technology at Franklin High School; an on-line option for the Lateral Entry program has been developed; a Gaming Management program is being re-considered; various online program options will be emphasized and offerings in Real Estate will be expanded. The administration has also re-engaged with the Eastern Band of Cherokee for possible development of a Fine Arts program.

The meeting adjourned for dinner at 5:55 p.m. Following dinner, Chairman Burrell called the meeting to order at 6:50 p.m.

Vice President Haire provided a quarterly update on activities and highlights for the Macon Campus and Institutional Advancement area (V C 1-a). She attended a recent meeting with the DOT team working on road connections to the new Macon campus site. Classes will be offered this fall on a temporary basis at the old Cartoogechaye school until the new campus is ready for occupancy. A special student registration will be held on August 10. Dr. Haire has also been working on the substantive change documentation required by SACS for the new campus.

FINANCE AND CAMPUS IMPROVEMENTS COMMITTEE

Vice President Burnette reviewed the Local Revenue Analysis (VI A 1-a) and State Current Expenditures (VI A 1-b) for the period ending June 30, 2006.

Ms. Burnette presented the Budget Transfers (VI A 2-a) for approval. Mr. Holt made a motion that the Budget Transfers be approved. Dr. Neslen seconded the motion which carried unanimously.

Ms. Burnette provided a brief summation of the faculty and staff employee pay raise allocation approved in the recent legislative session. The college anticipates receiving its funding allocations in late August and she will present the annual college budget for approval at the October quarterly Board meeting.

Vice President Campbell provided an update on technology initiatives. The college website has been updated with a new look and response has been very positive. Grant funds from the Oracle grant will also be used to further enhance the college website presence. The conversion to the Information System of the Future continues to progress well with completion anticipated next year.

EXECUTIVE COMMITTEE

Dr. Groves presented an addendum to the Additions to the Full-Time Employee List. The addendum was necessitated by the need to expedite hiring of instructors and key computer staff prior to the start of Fall semester.

Mr. Sutton made a motion that the Additions to the Full-Time Employee List (VII A-1), Additions to Part-Time Employee List (VII A-2), Full-Time Employee List 2006/07 (VII A-3) and Potential Part-Time Employee List 2006/07 (VII A-4) be approved. Mr. Bell seconded the motion which carried unanimously.

Board of Trustees

July 25, 2006

Page 3

Following Mr. Sutton's recommendation, it was the consensus of the Trustees that a valid special circumstances situation still exists and continuity in the Board of Trustees leadership is desired. Mr. Sutton made a motion that due to special circumstances, the normal re-election procedure be expedited and the terms of officers Conrad Burrell as Chairman, Pete Penland as Vice Chairman and Cecil Groves as Secretary be extended for another year. Mr. Hooper seconded the motion which carried unanimously.

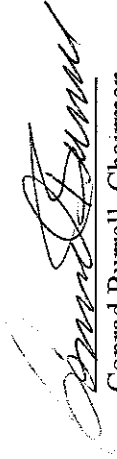
Chairman Burrell reported that notice has been received from the North Carolina Board of Ethics regarding evaluation of the statement of economic interest filed by Trustee Jerry Sutton. The evaluation found no actual conflict of interest or potential for conflict of interest.

Summer commencement exercises will be held on Thursday, August 3, at 7:00 p.m. in the Myers Auditorium. Trustees were encouraged to participate. Dr. Groves distributed brochures detailing the upcoming staff orientation/professional development day scheduled for Monday, August 14 and invited Trustees to attend.

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

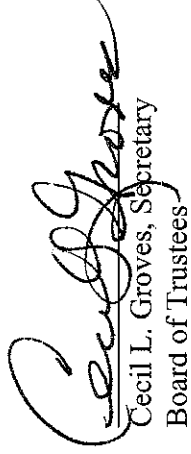
The next quarterly Board of Trustees meeting is scheduled for Tuesday, October 24, 2006.

The meeting adjourned at 8:05 p.m.



Conrad Burrell, Chairman
Board of Trustees

11/8/06
Date



Cecil L. Groves, Secretary
Board of Trustees