

MINUTES OF THE BOARD OF TRUSTEES MEETING
Southwestern Community College

January 26, 2009 - SCC Campus

Attending:

Trustees

Terry Bell Quayle Neslen
Conrad Burrell Pete Penland
Paul Holt William Shelton
Earl Hooper Jerry Sutton
Brian McMahan Kate Welch

College Staff

Cecil Groves Susan McCaskill
Sharon Grasty Chuck Reece
Janet Burnette
Gene Couch
Connie Haire

The Board of Trustees of Southwestern Community College met for its regular quarterly meeting on January 26, 2009.

Chairman Conrad Burrell called the meeting to order at 12:25 p.m. and expressed his appreciation to the Trustees for their cooperation with the change of meeting schedule.

Mr. Holt made a motion to approve the minutes of the quarterly meeting of October 28, 2008 as mailed. Mr. Sutton seconded the motion which carried unanimously.

CURRICULUM AND STUDENT SERVICES COMMITTEE

Vice President McCaskill provided an update on continuing education programs and initiatives. She reported 305 individuals had passed the GED exam in 2008 and over 15,000 people were served in the Myers Auditorium during special events. A new system of distributing continuing education class schedules has been implemented on a trial basis to cut down on mailing expenses. The NPS and Basic Law Enforcement programs are now approved by the Veterans Administration. Continuing Education staff is working with local businesses and manufacturers to help retain employees by providing cross training or additional training. A proposed employability lab will be implemented in Franklin to provide accessible services and instruction to individuals seeking to enhance their job skills. If successful, it will also be offered at the Swain Center and on the Jackson Campus.

Ms. McCaskill presented Policy 7.23 - Specific Fees (IV A 2-a) for approval. Mr. Hooper made a motion that Policy 7.23 - Specific Fees be approved. Mr. Penland seconded the motion which carried unanimously.

Vice President Couch reviewed the curriculum Enrollment Report (IV B 2-a). Enrollment for spring semester is up approximately 13 percent in headcount and 14 percent in FTE.

Dr. Couch gave an update on the Cherokee Fine Arts program. He reported the joint venture with the Eastern Band of Cherokee has been a positive experience. Due to limited space at the Cherokee Center, efforts have been ongoing to find a suitable space to house the program. A space in Cherokee has been selected and the tribe is currently renovating it. The program is expected to relocate to the new facility soon and open house invitations will be issued.

Dr. Couch presented the revised 2009-2010 College Calendar (IV B 2-a) for approval. Mr. Bell made a motion that the revised 2009-2010 College Calendar be approved. Mr. McMahan seconded the motion which carried unanimously.

Dr. Couch presented Policy 6.7 - Admissions (IV B 2-b) for approval. Dr. Neslen made a motion that Policy 6.7 - Admissions be approved. Mr. Sutton seconded the motion which carried unanimously.

Dr. Couch presented the Entrepreneurship Program (IV B 2-c) for approval. Mr. Penland made a motion that the Entrepreneurship Program be approved. Mr. McMahan seconded the motion which carried unanimously.

Vice President Haire provided a quarterly update on activities and highlights for the Macon Campus and Institutional Development area (IV C 1-a). Construction on the new transition building is almost

complete and the Macon County commissioners recently approved funds to purchase furnishings and equipment for the building. Occupation of the building is anticipated in March. She is working with continuing education staff to offer basic skills, English as a second language and GED classes at the Macon Campus when space opens up in the Groves Center. Enrollment at the Macon Campus increased 20 percent this spring compared to spring 2008. Among the schools in Macon County, the Macon Early College achieved the highest scores on the year end assessments. No official word has been received, but it is anticipated that the college will be eligible to receive funding this spring from the Title III grant proposal.

FINANCE AND CAMPUS IMPROVEMENTS COMMITTEE

Vice President Burnette reported the NC Office of State Budget Management has now directed the college to take additional budget management measures. Spending restrictions have been implemented on travel, equipment and supplies purchased with state funds with the exception of the purchase of supplies required for classroom instruction. She noted the cash supply was not promising and the college will be conserving funds and monitoring its expenditures very closely. Funding for the upcoming budget year is also anticipated to be tight.

Ms. Burnette informed the Board of a request by DNet in Franklin to put a co-location site at the Groves Center. They are working out the details and she will ask for Board approval when finalized.

Vice President Burnette reviewed the Local Revenue Analysis (V A 1-a) and State Current Expenditures (V A 1-b) for the period ending December 31, 2008.

Ms. Burnette reported the college is reviewing and updating the SCC Business Continuity Plan. The plan was 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.

In response to the growth in enrollment and the need for additional space for the Early College, several department relocations were proposed on the Jackson Campus. However, after pricing the cost of the renovations necessitated by the relocations, the costs were found to be greater than anticipated. Ms. Burnette noted the cost of the renovations was approximately equal to the costs of the transition building on the Macon Campus. A proposed solution to address the space needs would be the construction of a similar building on the Jackson Campus. Dr. Groves and Ms. Burnette reviewed the Building Proposal (VI A 1-d) and presented photos of the Macon transition building and the proposed construction site.

Dr. Groves distributed an enrollment growth comparison chart for the North Carolina community colleges. He noted SCC was among the colleges having the highest percentage of growth in enrollment and FTE. Dr. Groves also presented an overview of the proposed American Recovery & Investment Act. The college is looking internally to analyze how it can maximize resources for the college and its service area.

Mr. Holt made a motion that the Budget Transfers (VI A 2-a) be approved. Mr. Sutton seconded the motion which carried unanimously.

EXECUTIVE COMMITTEE

Mr. Sutton made a motion that the Additions to the Full-Time Employee List (VII A-1) and Additions to the Part-Time Employee List (VII A-2) be approved. Mr. Hooper seconded the motion which carried.

Dr. Neslen made a motion that the Board enter Executive Session at 1:25 p.m. for the purpose of discussing a property/personnel matter in accord with G.S. 143-318.11. Mr. Bell seconded the motion which carried. The Board entered Executive Session at 1:25 p.m. Mr. Sutton was excused from participating.

The Board returned from Executive Session at 1:32 p.m.

Chairman Burrell announced that the Board had voted to name the Macon Public Safety Training Center building in honor of Trustee Jerry Sutton. Mr. Holt made the motion that the Public Safety Training Center be named the Sutton Public Safety Training Center. The motion was seconded by Mr. Penland

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and carried unanimously. The Board felt Mr. Sutton deserved the honor in recognition of his many years of service and dedication to the college, to western North Carolina and to Macon County. Trustee Sutton has served on the Board for 26 years and served seven terms as chairman. Mr. Sutton expressed his appreciation to the Board for the honor.

Chairman Burrell called upon Ms. Welch to provide a report on the October New York City ACCT Annual meeting. Ms. Welch noted the convention sessions were very worthwhile and gave a brief synopsis of the sessions she attended. She noted this year's meeting emphasized the role that community colleges play in combating poverty through education.

Presidential Evaluation forms were distributed to the Trustees. Evaluations should be completed and forwarded to Chairman Burrell by March 15.

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

The next quarterly Board of Trustees meeting is scheduled for Tuesday, April 28, 2009.

The meeting adjourned at 1:45 p.m.

Conrad Burrell, Chairman
Board of Trustees

Cecil L. Groves, Secretary
Board of Trustees

Date