

# MINUTES OF THE BOARD OF TRUSTEES BI-MONTHLY MEETING

## Southwestern Community College

November 18, 2025 - Jackson Campus

### Attending:

#### Trustees

Howard Allman	Mark Jones
Toby Allman	Mark Letson
Jeff Cloer	Cory McCall
Joyce Cooper	Patrick McGuire
Jack Debnam	Gerald McKinney
Ken Henke	Betty Waldroop
Jenny Holland	Cynthia Womble

#### College Staff

Dr. Don Tomas  
Scott Baker  
Tyler Goode  
Kathy Posey  
Barb Putman  
Tina Wilson

#### Guests

Pamela Judson  
Brinley Holder  
Luke Sullivan  
Kim Poteet

### Absent:

J.K. Coward                      Brett Rogers

The Board of Trustees of Southwestern Community College (SCC) met for their bi-monthly meeting on November 18, 2025, in the Slagle Board Room of the Conrad G. Burrell Building on the Jackson campus.

### CALL TO ORDER

Chairman Mark Jones called the meeting to order at 5:00 p.m. and read the Conflict-of-Interest Statement. A quorum was present for the meeting.

### OATH OF OFFICE

Ms. Kim Poteet administered the Oath of Office to new trustees Mark Letson and Patrick McGuire.

### APPROVAL OF AGENDA

Mr. Howard Allman made a motion to approve the amended agenda. Mr. McKinney seconded the motion, which passed unanimously.

### PREVIOUS MEETING'S MINUTES

Chairman Jones asked for a motion to approve the minutes of the Board of Trustees Meeting of September 23, 2025. Mr. Debnam made a motion to approve the minutes. Mr. Toby Allman seconded the motion, which passed unanimously.

### PRESIDENT'S REPORT

Dr. Tomas provided a President's Report, noting that the General Assembly had not yet passed a budget, leading to a continuation budget based on the previous year's funding. Dr. Tomas reported the NCS Induction Ceremony will be held on November 12. The Employee Thanksgiving Luncheon will be held on November 20 and the Holiday Party will be on December 11. Fall Commencement is scheduled for December 17. A group will be attending the

annual SACSCOC conference from December 6-9 in Nashville. Lastly, Dr. Tomas reported the 11th Annual Gala was a record success and netted over \$165,000 for student scholarships.

## **CURRICULUM AND STUDENT SERVICES**

Committee Chair Ken Henke asked Dr. Barb Putman to report. Dr. Putman introduced Pamela Judson, Director of Pre-Health Sciences, and student speakers, Brinley Holder and Luke Sullivan. They provided an overview of the Project Shift program and the role of student ambassadors. Dr. Putman reported that the initial \$500k Dogwood grant was successfully renewed for an additional two years with another \$500k award.

Dr. Putman reported on the institutional reaffirmation process with SACSCOC, noting that the compliance certification writing will conclude next month, with submission scheduled for before the March 1 deadline. Dr. Putman reported that SACSCOC no longer requires the Quality Enhancement Plan. Consequently, the college is opting out of the requirement but will continue the internal project focused on student onboarding and success. Lastly, Dr. Putman referred the board to their packet containing updates from the seven divisions within Instruction and Student Services.

Under Action Items, Dr. Putman presented revisions to Policy 1.05 Institutional Accreditation and Policy 6.02.04 Academic Progress. Mr. Howard Allman made a motion to approve and accept the revisions as presented to both policies. Ms. Betty Waldroop seconded the motion, which passed unanimously.

Dr. Putman presented the new Policy 6.03.08 Anti-Hazing. Mr. Jeff Cloer made a motion to approve the policy as presented. Mr. Debnam seconded the motion, which passed unanimously.

## **FINANCE AND CAMPUS IMPROVEMENT**

Finance and Campus Improvement Committee Chair Cory McCall asked Ms. Tina Wilson, Vice President of Finance and Administrative Services, to give a report on Local Revenue Analysis and State Budget Expenditures.

Under action items, Ms. Wilson presented the Budget Allocations and Transfers and the 2025-2026 Budget. Following review and discussion, Ms. Betty Waldroop made a motion to approve the Budget Allocations and Transfers as presented and the 2025-2026 Budget as presented, which was seconded by Mr. Howard Allman and passed unanimously.

Mr. Tyler Goode presented revisions to Policy 4.05.01 Social Media. After review and discussion, Mr. Jeff Cloer made a motion to approve revisions as presented. Mr. Cory McCall seconded the motion, which passed unanimously.

Ms. Wilson presented a new Policy 4.02.23 Bereavement for approval. After review and discussion, Mr. Mark Jones made a motion to approve the policy as presented. Mr. Jerry McKinney seconded the motion, which was approved unanimously.

## **FACILITIES AND OPERATIONS**

Dr. Tomas provided an update on several other ongoing capital projects. The Learning Commons renovation is in the design development phase and will go to bid in the spring. The estimated completion time frame for the Fire Rescue Training Facility burn prop is July 2026. The indoor

firearms training facility is also in the design development phase and is expected to start in the spring. The dental assisting/hygiene renovation project is nearing completion with walkthroughs anticipated around December 12.

## **EXECUTIVE COMMITTEE**

No Report

## **OTHER BUSINESS**

Ms. Vicki Holzknecht presented the annual Cybersecurity Update report and explained CIS controls.

With no other business before the Board, Mr. Debnam made a motion to adjourn the meeting, which was seconded by Mr. McKinney and passed unanimously. Chairman Jones adjourned the meeting at 6:00p.m.

---

Mark Jones, Chair  
Board of Trustees

---

Don Tomas, Secretary  
Board of Trustees