

MINUTES OF THE BOARD OF TRUSTEES QUARTERLY MEETING
Southwestern Community College

January 22, 2019 – SCC Jackson Campus

Attending:

Trustees

Terry Bell	Luke D. Hyde
Jeff Cloer	Libby Knight
Doug Cody	Gary Shields
Vance Davidson	Stephen Steen
Karl Gillespie	Lambert Wilson
Ken Henke	

College Staff

Don Tomas
Thom Brooks
William Brothers
Nan Coulter
Johnathan Dean
Tyler Goode

Absent

Jean Ellen Forrister, Jeremy Hyatt, Mark Jones

The Board of Trustees of Southwestern Community College (SCC) met for their bi-monthly meeting on January 22, 2019 in the Charles Siler Slagle Board Room of the Conrad G. Burrell Building on the Jackson campus.

CALL TO ORDER

Chairman Terry Bell called the meeting to order at 5:01 p.m. and read the Ethics and Conflict of Interest statement.

PREVIOUS MEETINGS' MINUTES

Mr. Bell asked for a motion to approve the minutes of the Board of Trustees Meeting of November 27, 2018. Mr. Shields made a motion to approve the minutes as presented, and Mr. Hyde seconded the motion, which carried unanimously.

PRESIDENT'S REPORT

Dr. Tomas reported on the legislative agenda drafted by the North Carolina Association of Community College Presidents. He also reported that he will be attending the North Carolina Association of Community College Presidents' Winter Meeting in Charlotte January 23 – 25, 2019.

CURRICULUM AND STUDENT SERVICES

Ms. Libby Knight, the Chair of Curriculum and Student Services Committee, asked Dr. Thom Brooks, Executive Vice President for Instruction and Student Services, to report on Curriculum and Student Services.

Dr. Brooks reported that the College is still processing enrollment for both Curriculum and Workforce Continuing Education but he anticipates an increase in enrollment from last year.

Dr. Brooks reviewed the Workforce Continuing Education Accountability and Integrity Plan with the Board. This Plan replaced the College's internal program audit with a comprehensive 3-year plan with goals. Dr. Brooks also reported there were no recommendations on the most recent Workforce Continuing Education and Curriculum program audits.

Dr. Brooks presented information on two of the major academic initiatives involving the College – RISE and the Finish Line Grant.

Under Action Items, Dr. Brooks presented the 2019-2020 SCC Calendar for review and approval. The calendar is identical to the previous year with only the dates changing. Following review and discussion, Mr. Cloer made a motion to approve the 2019-2020 Calendar as presented, which was seconded by Mr. Shields and passed unanimously.

FINANCE AND CAMPUS IMPROVEMENT

Mr. Davidson asked Mr. William Brothers, Vice President for Financial and Administrative Services, reported to the Trustees on Finance and Campus Improvement.

Mr. Brothers reviewed the Local Revenue Analysis and State Budget Expenditures with the Board. Both are tracking as expected for this time in the fiscal year and the College is in good shape for budget utilization. The College had held back 1% (\$174,000) as a possible reversion to the State, but will need to revert back only \$99,000.

Under Action Items, Mr. Brothers presented the Budget Transfers for the period November through December, 2018. Following review, Mr. Wilson made a motion to approve the Budget Transfers as presented, which was seconded by Mr. Cody and passed unanimously.

FACILITY UPDATE

Dr. Tomas presented the Facilities Update, consisting of updates on the Balsam Center and Myers Auditorium repairs, the Firing Range, the Health Sciences building, and the Fire Rescue Training Facility. The National Guard Armory in Macon County, located near the SCC PSTC, is being closed and the facility will be reverted to ownership by Macon County in 2020. Macon County is currently reviewing the building and property and if found suitable, Macon County would consider transferring ownership of the facility to SCC. The building is approximately 15,000 square feet and the property surveys to approximately 6 acres. The existing firing range at the location has already undergone lead mitigation.

EXECUTIVE COMMITTEE

Dr. Tomas reminded the Trustees that their annual Statements of Economic Interest need to be completed and submitted to Nan Coulter by March 15, 2019.

Mr. Bell reviewed the Trustee Emeritus Nomination process with the Board. Since this is the inaugural year of the Trustee Emeritus designation, Mr. Davidson volunteered to draft a Board resolution to nominate all current eligible former Trustees as a single cohort. This will be a one-time process since so many former Trustees are eligible for the Trustee Emeritus designation; after this year, the Trustee Emeritus process will follow the procedures approved by the Board at the September 25, 2018 Board of Trustees meeting. The Board Resolution will be presented at the March 26, 2019 Board meeting for review, discussion and approval.

Mr. Bell announced that the President's Evaluation is due to the State Board of Community College by June 30, 2019. Ms. Coulter will develop an electronic version of the President's Evaluation for distribution to the Board, and the Trustees will be required to complete and submit their presidential evaluations to Mr. Bell by March 1, 2019. Dr. Tomas' contract status will be discussed at the May 28, 2019 Board meeting.

Under Action Items, Mr. Bell presented the Full Time and Part Time Employees Lists for review and approval. Following review, Mr. Davidson made a motion to approve the Full Time and Part Time Employee Lists, which was seconded by Mr. Gillespie and passed unanimously.

OTHER BUSINESS

Dr. Tomas reviewed the College Mission and Vision Statements with the Board, as required annually by the Southern Association of Colleges and Schools Commission on Colleges. Upon review, Mr. Hyde made a motion that no changes to the Mission or Vision statements be made at this time, which was seconded by Mr. Shields and passed unanimously.

Under Action Items, Dr. Tomas reviewed the Agency Agreement, Deed and Lease for Land Transfer between the College and Jackson County with the Board, per recommendation of the Executive Committee. Following review and discussion, Mr. Cody made a motion to approve the Agency Agreement, Deed and Lease for Land Transfer between the College and Jackson County as presented, which was seconded by Mr. Wilson and passed unanimously. The Agency Agreement, Deed and Lease for Land Transfer were then given to Chairman Terry Bell and President Don Tomas to sign.

With no other business before the Board, Mr. Cloer made a motion to adjourn the meeting. Ms. Knight seconded the motion which carried unanimously. The meeting adjourned at 6:16 p.m.

Terry Bell, Chairman
Board of Trustees

Don Tomas, Secretary
Board of Trustees