

MINUTES OF THE BOARD OF TRUSTEES QUARTERLY MEETING
Southwestern Community College

July 25, 2017 – SCC Jackson Campus

Attending:

Trustees

Jeff Cloer Jeremy Hyatt
Doug Cody Mark Jones
Vance Davidson Libby Knight
Jean Ellen Forrister Gary Shields
Karl Gillespie Lambert Wilson
W. Paul Holt, Jr.

College Staff

Don Tomas Nan Coulter
Marc Boberg Johnathan Dean
Thom Brooks Tyler Goode
William Brothers Lynda Parlett

Absent

Terry Bell, Madison Shuler

Guest

Ann Melton, Clerk of Superior Court; Matt Cass

The Board of Trustees of Southwestern Community College (SCC) met for their quarterly meeting on July 25, 2017 in the Charles Siler Slagle Board Room of the Conrad G. Burrell Building on the Jackson campus.

Vice Chairman W. Paul Holt, Jr. called the meeting to order at 5:05 p.m. and Nan Coulter read the Ethics and Conflict of Interest statement.

OATH OF OFFICE

Clerk of Superior Court Ann Melton administered the Oath of Office to reappointed Trustees Mr. Jeffrey Cloer and Mr. Lambert Wilson, with the assistance of President Don Tomas.

PREVIOUS MEETINGS' MINUTES

Mr. Holt asked for a motion to approve the minutes of the Special Called Meeting Board of Trustees Meeting of June 29, 2017. Mr. Cloer made a motion to approve the minutes as presented, and Mr. Gillespie seconded the motion, which carried unanimously.

PRESIDENT'S REPORT

Dr. Tomas informed the Trustees that the College is still awaiting the final budget from the North Carolina Community College System for the 2017-2018 year. Once the College receives the budget, the Trustees may need to schedule a Special Called Meeting to approve the budget.

Dr. Tomas plans to attend the 2017 North Carolina Association of Community College Presidents' Summer meeting July 26 – 28 in Dobson at Surry Community College.

Dr. Tomas announced a local community effort to name the connector between NC 107 and NC 281 in honor of Conrad Burrell, former Trustee. Dr. Tomas shared a letter he drafted in support of this honor with the Trustees, to be countersigned by Chairman Terry Bell. Mr. Davidson made a motion to endorse the letter of support outlining Mr. Burrell's contributions to SCC, and Mr. Wilson seconded the motion, which passed unanimously.

CURRICULUM AND STUDENT SERVICES

Dr. Thom Brooks, Executive Vice President for Instruction and Student Services, asked Mr. Matt Cass, Physics instructor and Science Department Chair at SCC, to give a brief presentation on SCC's plans for the Total Solar Eclipse on August 21, 2017. Mr. Cass also distributed info sheets and approved viewing glasses to the Trustees.

Dr. Brooks gave an update on Spring 2017 Workforce Innovations and Summer 2017 Curriculum enrollment, as well as divisional updates.

Dr. Brooks reported that SCC's 10-Year Reaffirmation and Quality Enhancement Plan for SACSCOC has been approved. He thanked the many faculty, staff and administrators who worked for nearly two years on this process.

FINANCE AND CAMPUS IMPROVEMENT

Mr. William Brothers, Vice President for Financial and Administrative Services, reported to the Trustees on the Local Revenue Analysis and State Current Expenses. The College has not yet received the final budget from the System Office.

Mr. Brothers updated the Trustees on the status of the SCC new cell tower lease with Verizon. The State has approved the lease and construction plans. Construction is scheduled to start during the Fall 2017 semester.

Under Action Items, Mr. Brothers presented the budget transfers, proposed revisions to Policies 7.03.01 – Bookstore Operations and Auxiliary Enterprises and 7.03.03 – Travel Reimbursements, and proposed new Policy 7.03.12 – Vending and Concessions. Following discussion, Mr. Shields made a motion to approve all Action Items, which was seconded by Mr. Cody and passed unanimously.

Dr. Marc Boberg, Director of Facility Services and Operations, presented the Facilities Update, consisting of updates on the Health Sciences building, Maintenance building, the renovation to the Summit building, the Fire Rescue Training Facility and new Parking Lot D. Dr. Boberg also gave an update on the HVAC renovations for Oaks, Bradford and Holt Library.

EXECUTIVE COMMITTEE

Mr. Holt presented the Additions to Full-Time Employees and Additions to Part-Time Employees for discussion and approval. Following review, Mr. Cloer made a motion to accept all proposed employees, which was seconded by Mr. Wilson and passed unanimously.

Mr. Holt announced that the Nominating Committee for the officers of the Board of Trustees must be formed as annually stipulated in the Constitution and By Laws, and opened the floor for nominations to serve on the Committee. Hearing none, Mr. Holt exercised Chairman Bell's proxy and nominated Jeff Cloer, Vance Davidson and Lambert Wilson to serve on the Nominating Committee, with Mr. Wilson serving as chair. The Committee will meet prior to the October 24, 2017 Board of Trustees meeting to nominate the officers for the coming year. Ms. Forrister made a motion to accept the proposed members to the Nominating Committee, and Mr. Gillespie seconded the motion, which passed unanimously.

OTHER BUSINESS

Mr. Johnathan Dean, Director of Institutional Research and Planning, presented the results of the 2017 Student and Employee Satisfaction Surveys.

Ms. Lynda Parlett, Executive Director of Institutional Development, Mr. Davidson and Mr. Wilson updated the Trustees on the Bluegrass, Blue Jeans and Bling Gala scheduled for September 16, 2017 at Harrah's Cherokee Casino. Mr. Davidson and Mr. Wilson exhorted the Trustees to attend, participate, donate auction items and consider purchasing a table to support the Student Success Campaign.

Mr. Davidson and Ms. Coulter made a brief presentation to Mr. Jeremy Hyatt for his service on the Finance and Campus Improvement Committee.

With no other business before the Board, Mr. Davidson made a motion to adjourn the meeting. Mr. Cloer seconded the motion which carried unanimously. The meeting adjourned at 6:15 p.m.

Terry Bell, Chairman
Board of Trustees

Don Tomas, Secretary
Board of Trustees