

Southern Association of Community, Junior and Technical Colleges  
Board Meeting  
April 5, 2008  
12:30 p.m.-2:30 p.m.  
Philadelphia Marriott Downtown  
DRAFT Minutes

Present: Chuck Mojock, Cheryl Thompson-Stacy, Tom Wilkerson, Joe Ben Welch, Sheryl Smith-Kappus, Helen McAlpine, George Edwards, and Anne McNutt. Dale Campbell and Matt Basham were also present for part of the meeting.

Absent: Pat Skinner, Johnny Allen, and Karen Bowyer

1. Call to Order

Dr. Mojock

President Mojock called the meeting to order at 12:30 p.m.

President Mojock asked each board member to briefly share any news from their respective states. The eight board members who were present shared news particularly related to legislative issues and budget reductions. Most were faced with reductions in funding due to the economic conditions and revenue shortfalls in their states.

Dr. Dale Campbell was asked to provide an update on the SACJTC Journal. He commented that there was an electronic website draft for the winning articles from the 2007 submissions that he would send to Dr. Edwards so it could be shared with all board members. Further discussions led to the suggestion that it be posted to the SACJTC website for all to view.

The current solicitation for QEP Best Practice submissions has resulted in five proposals. The Board agreed to extend the deadline date to May 1, 2008 and for all to encourage further responses from their states.

Dr. Campbell also discussed a report by the Futures Policy Commission related to a program planning survey. He agreed to send the report electronically to Dr. Edwards so he can share it with the rest of the Board.

2. Approval of the December 2007 and March 2008 Minutes  
Attachment A

Dr. Mojock

Joe Ben Welch moved; Tom Wilkerson seconded; and the Board voted unanimously to approve the minutes of the December 8, 2007 and March 14, 2008 conference call meetings of the SACJTC Board.

3. Board Officers/Members (Attachment B)
4. Membership Report by State (Attachment C)
5. Investment Report (Attachment D)
6. MOA Approval (Attachment E)
7. Financial Report (Attachment F)
8. 2008 Budget (Attachment G)

Dr. Edwards  
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Agenda items 3-8 (with associated Attachments B-G) were originally discussed during the March 14, 2008 Special Called telephone meeting.

The listing of Board Officers/Members (Attachment B), Membership Report By State (Attachment C), Investment Report (Attachment D), MOA Approval (Attachment E), Financial Report (Attachment F), and 2008 Budget (Attachment G) were briefly discussed. Tom Wilkerson moved to approve Agenda Items 3-8 as presented; Cheryl Thompson-Stacy seconded; and the Board unanimously approved for the acceptance of all information as presented.

IX. Committee Appointments

Dr. Mojock

The Board discussed the various committees proposed by President Mojock. The following assignments were made with consent of the Board.

- a. Audit Committee- Helen McAlpine, Chair; and, Cheryl Thompson-Stacy.
- b. Nominating Committee: Sheryl Smith-Kappus, Chair; Joe Ben Welch; and, Tom Wilkerson.
- c. Membership Committee: Tom Wilkerson, Chair; Joe Ben Welch; and, Sheryl Smith-Kappus.
- d. Newsletter Committee: George D. Edwards, Chair; Karen Bowyer; and, Anne McNutt.
- e. SACJTC Journal-Sheryl Smith Kappus and Chuck Mojock to work with editors- Dr. Dale Campbell and Dr. Matt Basham on the journal.

Relative to the Membership Committee, discussion took place regarding the development of a membership brochure (to recruit new members). It was recommended by consensus to amend the budget to add \$1,000 in a line item to print the brochures. June 1, 2008 was set as the target date for the brochure.

Relative to the newsletter, Karen Bower and Anne McNutt agreed to review the books of three presenters at the SACS Institute on Quality Enhancement. All the books are focused on assessment. (Assessment-Clear and simple, Assessing General Education Programs, and Learning and Motivation in the Post-secondary classroom.)

10. Emphasis for 2008

Dr. Mojock

After some discussion by the Board, the theme for 2008 was selected to be "Enhancing Quality Through Collaboration".

11. Proposal for SACJTC at SACS Annual Meeting

Dr. Mojock

The deadline for proposals to present at the SACS Annual Meeting occurred in late March. George Edwards shared that his discussions last year with Dr. Carol Hollins at SACS about this topic was that a proposal from an affiliated association such as SACJTC could be considered "outside the normal process." Since we want to have the 2 journal winners from the 2007 and the 2 journal winners from 2008 to present their papers at the annual meeting, it was agreed that two concurrent session time blocks would be needed. George Edwards was asked to request the two time slots for the presentations. Board

members were also asked to be available to introduce the speakers and/or moderate the sessions.

12. Discussion of Annual Luncheon

Dr. Edwards

A recap of the 2007 luncheon reinforced the need to secure sponsorships for the event. The association incurred a net loss of approximately \$3,000 even though we had \$10,000 in sponsorships. Sponsors in 2007 were Valley Services (Gold at \$5,000); Barnes and Noble, SSC Service Solutions, BlackBoard, BB&T, and Siemen's (all Bronze at \$1,000). The Board discussed potential sponsors for the 2008 event and agreed to have sponsorships in place by October. George Edwards agreed to contact Barnes and Noble and BlackBoard. Sheryl Smith-Kappus agreed to contact SSC, Nebraska Books, Texas Books, Plato Learning, Snap-on Tools, Dell Computers, and Great Western Dining. Helen McAlpine agreed to contact Johnson Controls. Other Board members need to contact Valley Services, Siemens, BB&T, PeopleSoft, Datatel, SunGuard, ACT, Follet Books, and others such as safety and security companies. All members were asked to communicate with George Edwards with their sponsorship contacts to avoid duplications. Sponsorship were again set at \$1,000, \$3,000 and \$5,000.

The luncheon date was set for Sunday, December 7, 2008 from 11:30 a.m. – 1:00 p.m. The Board agreed to leave the luncheon ticket cost the same as last year (\$30) and to have SACS handle the ticket sales through their registration process. They also agreed to sell tickets at the door if necessary.

The Board discussed potential speakers for the luncheon. Several individuals were mentioned including John Rouche, Joe May, and Walter Bumphus. No conclusions were reached.

13. December 2008 Board Meeting Date/Time

Dr. Edwards

The Fall Board meeting was scheduled for Saturday, December 6, 2008 from 6:30 p.m. to 8:30 p.m. in San Antonio.

14. Adjournment

Dr. Mojock

The Board meeting adjourned at 2:45 p.m.