

Draft

Southern Association of Community, Junior, and Technical Colleges

Board Meeting – April 9, 2011

3:00 p.m. – 4:30 p.m.

Present: Dr. Helen McAlpine, President; Dr. Johnny Allen, Vice-President; Dr. George Edwards, Secretary/Treasurer via telephone; Dr. Sheryl Smith Kappus; Dr. Linda Thomas-Glover; Dr. Gary McGaha; Dr. Luke Robins; Dr. Patricia Skinner via telephone; and Dr. Kim McGinnis.

Absent: Dr. James Kerley and Dr. Karen Bowyer.

I. Call To Order

The meeting was called to order by Dr. Helen McAlpine, President at 3:15 p. m.

II. Approval of the December 2010 Minutes

Dr. Johnny Allen moved to accept the minutes of the December 4, 2010 Board meeting. Dr. Gary McGaha seconded the motion; the motion carried. The minutes of December 4, 2010 were approved.

III. Board Officers/Members

Dr. George Edwards referred to attachment B which included a list of all members and officers for the association. Members were asked to send any corrections to the listed information to Dr. Edwards as soon as possible.

IV. Membership Report by State

Dr. Edwards reported on membership by state. As of March 25, 2011, 230 members were paid. The budget was based on 225 members. Dr. Edwards thanked all the Board members for encouraging their colleagues to become members of SACJTC.

V and VI. Investment Reports 2010-2011

It was reported that SACJTC was in great financial condition. Currently 2 CD's worth \$28,189.43 each, the interest bearing checking account has \$58,964.89, and the regular checking account has \$15,148.39 for a total cash and investment of \$130,492.16. The investment reports at the end of December 2010 and as of March 25, 2011 were discussed. The March report reflected all expenses having been paid for the 2010 annual meeting. Dr. Robins motioned for approval of the investment reports; Dr. Skinner seconded the motion; the motion carried. The investment reports were approved unanimously.

VII. Budget to Actual 2010 Report and VIII. Proposed 2011 Budget

Dr. Edwards summarized the budget to actual report for 2010. The beginning budget anticipated that the association would have net income of \$3,170 with income of \$36,300 and total expenses of \$33,130. The association actually had total income of \$39,734.72 and total expenses of \$28,085.31 generating a net income of \$11,649.41 for the year. Membership, luncheon ticket sales, interest income, and sponsorships were all greater than anticipated in the budget. Expenses in many categories were less than anticipated.

The 2011 Proposed Budget was presented which was very similar to the 2010 budget. The budget is based on 230 members with luncheon ticket sales of 230 and sponsorship income of \$6,000. An expenditure of \$1,000 is budgeted for a spring board meeting. Dr. Johnny Allen motioned for approval of the 2010 Budget to Actual report as well as approval of the 2011 Proposed Budget; Dr. Linda Thomas Glover seconded the motion; the motion carried. The budget reports were approved by the Board unanimously.

IX. Committee Appointments

Dr. Helen McAlpine requested that Dr. Pat Skinner chair the Nominating Committee for 2011; Dr. Linda Thomas-Glover and Dr. Sheryl Smith Kappus volunteered to serve on the committee as well. Dr. Johnny Allen and Dr. Luke Robins agreed to serve as members of the Audit Committee with Dr. Allen serving as the chair.

X. Theme for 2011

After much discussion, the Board agreed that the theme for 2011 would be similar to that of SACS/COC. The theme selected was titled, "Innovation, Imagination, and Excellence." Dr. McAlpine also requested that Dr. Edwards provide a calendar of all activities and deadlines (including newsletter deadlines) for the Board.

XI. SACJTC Journal

The Board discussed the Journal and agreed to have the editor produce a "Call for Papers" that was more general in scope to hopefully attract more submissions of articles.

XII. Discussion regarding New Ideas for the Association

Dr. Johnny Allen and Dr. Sheryl Smith Kappus led a discussion on a potential pre-conference workshop that would provide benefit and value to SACJTC member institutions. Discussion about the economy, advances in technology, and the role for the colleges in offering technical programs that lead to certifications and to high wage, high demand jobs occurred. Dr. Kappus shared her experience with Snap-on Tools and the National Coalition for Certification Centers and the work that was occurring with many community colleges across the country. The Board agreed to schedule a conference call within two weeks to further refine the concept of a pre-

conference workshop around the theme of “Identifying partnerships to develop curricula leading to high demand, high wage jobs.”

XIII. Discussion of Annual Luncheon

- **2011 Luncheon Date and Time**
- **2011 Speaker**
- **Sponsorships**
- **Door Prizes**

Dr. Edwards provided a recap of the 2010 financial information related to the annual luncheon. Net income for the luncheon meeting was \$5,116.20. The importance of ticket sales and sponsorships was discussed. The luncheon date was set for December 4, 2011 from 12:00 to 1:30 pm. Potential speakers were discussed. Dr. McAlpine and Dr. Allen agreed to work on identification of a speaker for the annual meeting. Sponsorship plans were tentatively discussed: Dr. Kappus will solicit SSC and Snap-on; Dr. Allen will solicit SODEXO and Siemens; Dr. Skinner will solicit BB&T; and, Dr. Edwards will solicit Barnes and Noble and Valley Services. Additionally, the Board was reminded of the tradition of bringing a door prize with a value of approximately \$50 to be distributed at the luncheon meeting. Typically, the door prize is representative of the state the Board member represents. The Board also set the agenda for the luncheon meeting as follows:

Presiding	Dr. Helen McAlpine
Welcome	Dr. Helen McAlpine
Invocation	Dr. Gary McGaha
Business Session	
Financial Report	Dr. George Edwards
Recognition of Sponsors	Dr. Kim McGinnis
Recognition of New and Retiring Presidents	Dr. Luke Robins
Recognition of Board Members and Officers	Dr. Helen McAlpine
Introduction of Speaker	Dr. Johnny Allen or Dr. Helen McAlpine
Keynote Address	TBA
Door Prizes	Dr. Sheryl Smith Kappus/ Dr. Johnny Allen

XIV. December 2011 Board Meeting Date/Time

The December Board meeting was set for December 3, 2011 from 6:30 p.m. to 8:30 p.m. in Orlando, Florida.

XV. Adjournment

The meeting was adjourned at 4:50 p.m.