

**DRAFT**  
**SOUTHERN ASSOCIATION OF COMMUNITY,  
JUNIOR AND TECHNICAL COLLEGES**

**BOARD MEETING – DECEMBER 8, 2007**

**6:30 pm – 8:30pm**

**New Orleans, LA**

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Present: Chuck Mojock; Cheryl Thompson-Stacy; Joe Ben Welch; Willis Lott; Helen McAlpine; Tom Wilkerson; Sheryl Smith-Kappus; George Edwards; and Pat Skinner.

Absent: Wade McCamey; James Williamson (resigned).

**1. Call to Order** **Dr. Mojock**

President Mojock called the meeting to order at 6:45 p.m.

**2. Approval of the April 2007 Minutes** **Dr. Mojock**      **Attachment A**

Dr. Willis Lott moved; Dr. Cheryl Thompson-Stacy seconded; and the Board voted unanimously to approve the draft minutes of the April 14, 2007 Board meeting held at the Tampa Convention Center in Tampa, Florida.

**3. Membership Report by State** **Dr. Edwards**      **Attachment B**

Dr. George Edwards presented the membership report, noting that the Association has done exceedingly well, with memberships at 255, well above the budgeted membership level of 230. The increase over the 2006 year was approximately 18%. The Board was commended for their diligence in encouraging membership from their respective states.

**4. Investment Report** **Dr. Edwards**      **Attachment C**

**5. Financial Report** **Dr. Edwards**      **Attachment D**

Dr. George Edwards presented the financial report, noting that the association had \$53,642.12 in an interest bearing checking account; \$8,881.78 in a regular checking account; and 2 certificates of deposit valued at \$25,840.35 and \$25,840.36 respectively for a total of \$114,204.61 in cash and investments as of November 23, 2007. Additionally, the 2007 budget, with comparisons to current actual and year end estimates was presented. It was estimated that due to increased membership levels, substantial ticket sales and sponsorships for the annual luncheon, and greater than expected interest income, that the Association would achieve a surplus of \$8,000 to \$9,000 in operating funds this year. Dr. Joe Ben Welch moved; Dr. Cheryl Thompson-Stacy seconded; and the Board received the report by acclamation. President Mojock commended the staff at Big Sandy Community and Technical College for their excellent work in support of the Secretary-Treasurer for the Association.

**6. Report of the Audit Committee** **Dr. Mojock**

Dr. Willis Lott and Dr. Helen McAlpine met with Dr. George Edwards, Secretary-Treasurer, prior to the Board meeting. Dr. Lott moved for acceptance of the audit report and commented that the report was the best and most comprehensive audit report he had ever seen; Dr. McAlpine seconded; and the Board received the report by acclamation.

## **7. Nominating Committee Report**

**Dr. Edwards**

**Attachment E**

Dr. George Edwards chaired the Nominating Committee which included Board members Dr. Tom Wilkerson and Dr. Sheryl Smith-Kappus. The report of the committee was presented as follows:

### Officers:

Dr. Chuck Mojock - President

Dr. Sheryl Smith-Kappus - Vice President

Dr. George D. Edwards - Secretary-Treasurer

Vacant - Past President

### New Board Members, Class of 2010:

Dr. Anne McNutt, SC

Dr. Karen Bowyer, TN

Dr. Johnny Allen, MS

Dr. Chuck Mojock moved; Willis Lott seconded; and the Board approved the Nominating Committee report by acclamation.

## **8. President's Report**

**Dr. Mojock**

Dr. Chuck Mojock thanked the Board for their excellent service and then commented on the accomplishments of the Association in 2007 to include: increased membership, improved communications with member institutions, excellent financial position, restructured association website and newsletter, and the creation of the SACJTC Journal. The Board meeting in April 2007 was focused on attempting to revitalize the association and the efforts to make SACJTC a value-added organization appears to have been successful.

## **9. Report on SACJTC Journal**

**Dr. Campbell**

**Dr. Basham**

Dr. Dale Campbell and Dr. Matt Basham, Journal Co-editors, led a discussion on the first Call for Papers. Ten submissions of executive summaries of articles were received by the deadline and through the services of an editorial committee, the top two submissions had been selected. The top two papers were from West Kentucky Community and Technical College in Kentucky, and Motlow State Community College in Tennessee. The representatives from each institution will receive a cash reward of \$500.00 from the Association during the annual luncheon. The first issue of the Journal will be printed (electronically) in the Spring of 2008. A second Call for Papers will be announced in early Spring as well.

## **10. Operational Details for Annual Luncheon**

**Dr. Edwards**

- **Board Member Responsibilities**
- **Door Sales**
- **Admission to the Luncheon area**
- **Sponsors**
- **Door Prizes**

Dr. George Edwards discussed Board member responsibilities for the annual luncheon. He noted that several staff from his College were on hand and would be assisting as well. Assignments were made

for sponsor coordination, door ticket sales, materials distribution, and door prize coordinators. It appears that there will be 300-310 attendees for the luncheon and the hotel has already been paid for 290.

**11. Items for the Annual Association Business Session                      Dr. Mojock**  
**Financial Report**  
**Election of Board Members and Officers**  
**Recognition of Corporate Sponsors**  
**Recognition of Outgoing Board members**  
**Announcement of SACJTC Journal Winners**

Dr. Chuck Mojock discussed the items for the business session of the annual meeting to include the financial report, the report of the nominating committee, the recognition of the corporate sponsors, the recognition of the outgoing board members, and the recognition of the SACJTC Journal winners.

**12. Plans for the Spring Board Meeting    Dr. Mojock**

It was tentatively decided to hold the SACJTC Spring Board meeting in Philadelphia at the AACC Convention; however, the time and location will need to be carefully considered given that AACC and PTK are holding their meetings in the same location and presidents are likely to be involved in numerous meetings.

**13. Old and New Business    Board**

The Board discussed the idea of soliciting accreditation issues from the states and inviting Belle Wheelan to attend the Spring Board meeting to address them.  
The Board requested that we ask SACS to include the SACJTC luncheon more prominently in the SACS/COC program in future years.  
Discussion regarding the theme for 2008 focused on developing a comprehensive resource regarding QEP's for member institutions. Further discussion was to have the Call for Papers for the Spring of 2008 to focus on executive summaries of Quality Enhancement Plans.  
The Board agreed that further discussion of these ideas were necessary and would need to occur prior to the Spring Board meeting.

**14. Adjournment**

The meeting was adjourned by President Mojock at 8:30 p.m.