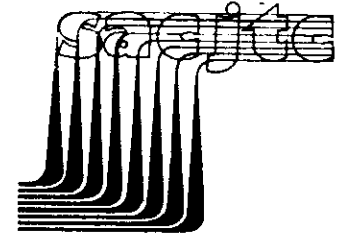


# Southern Association of Community, Junior, and Technical Colleges



SACJTC WINTER MEETING  
February 23-24, 1991  
New Orleans, LA  
Fairmont Hotel

Ronald J. Horvath  
Secretary/Treasurer  
c/o Jefferson Community College  
109 E. Broadway  
Louisville, KY 40202

The SACJTC Board of Directors and Officers met as above.

Members Present: Marilyn Beck, President  
Milton Jones, Vice President  
Lex Walters, Editor  
Ron Horvath, Secretary-Treasurer  
James Caillier  
Eddie Smith  
Rudy Groomes  
Marvin Cole

Members Absent: Juliet Garcia, Immediate Past President  
Jim Richardson  
Linda Young

NOTE: The minutes below reflect both Saturday and Sunday discussions.

- I. President Beck welcomed the new Board members: Drs. Eddie Smith and James Caillier. She thanked Dr. Caillier for hosting the meeting and for making hotel and dinner reservations.
- II. The December 1990 Board minutes and Luncheon meeting minutes were approved as distributed.
- III. Marilyn Beck called on Ron Horvath to deliver the Secretary/Treasurer's report. Ron reported the following:
  - A. Membership update--12 memberships had been paid since the December meeting. Paid memberships as of February 19 totalled 277, including 7 duplicates. The Board agreed that no new intensive drive would be made to compel non-payers to comply. The Board did agree, however, that institutions which did not pay their 1991-92 dues would be dropped from the active list. A copy of the updated list is on file with the minutes.
  - B. Income from the December luncheon approximated \$4,040; expenses totalled \$4,018.64. SACJTC did have to pay the Georgia state tax because our official residence is out-of-state.
  - C. Ron asked if Marvin Cole had any success in obtaining a refund from the Abbey for a few members who did not attend the December Board dinner. Marvin reported that the Abbey had not replied to his letter requesting a refund.

- D. Ron reported that plaques had been purchased for Board Members Mellinger, Bowyer, and Jones whose terms had expired. These tokens of appreciation are relatively inexpensive (approximately \$15) and are the only expressions of gratitude that the Association bestows upon Board members who complete their terms.
- E. Ron also requested that updated FAX numbers and telephone numbers be submitted so that the Officer/Board roster could be updated.
- F. Finally, copies of the year-end closing statement were distributed to members. The year-end balance was \$14,248.55. Copy on file with the minutes and will be published in one of Spring Newsletters.

IV. President Beck appointed the following Committees which will report at the December Board meeting:

Nominating--Eddie Smith, James Caillier, Marilyn Beck\*  
Audit--Rudy Groomes\*, Jim Richardson

V. Marilyn requested that the tentative 1991 budget be distributed and discussed. A lengthy discussion ensued, including expanded services to members, reducing the maximum reimbursement for Board members and their travel expenses for the winter meeting, the cost of Board dinners, increased college support for Board member expenses, state budget cuts, state travel fund freezes, possible receptions at SACS or AACJC, etc. The approved 1991 budget is attached. A copy is also on file with the minutes.

The Board agreed to the following:

- A. Expand the number of Newsletters from 4 to 5 per year (3 Topical; 2 Feature). Also, the number of copies for the Topical Newsletters will be increased from 1 to 3 per institution.
- B. SACJTC will propose that a regional forum be presented for 1992 AACJC convention in Phoenix. The goal is to improve the visibility of SACJTC. Marilyn will coordinate.

- C. Travel expenses for the 1992 Winter Board meeting will be limited to \$200 per Board member.
- D. The Secretary/Treasurer will prepare a tentative 1992 budget to be presented to the Board at the December 1991 meeting.
- E. Marilyn Beck will schedule a Board meeting at the April 1991 AACJC Annual Convention.
- F. SACJTC will delay any decision to recruit COEI accredited institutions unless they are degree granting COC accredited colleges. The Board agreed not to change SACJTC membership requirements. The discussion will continue at the December meeting, pending the efforts of SACS and several states to clarify accreditation criteria.
- G. The Board agreed that since our budget is now balanced, we should begin a systematic savings plan, as part of the annual budget, so that SACJTC can build its reserves to approximately 50% of the operating budget.

VI. Newsletter Discussion

- A. The Spring Newsletter will be a Topical one. The early Summer Newsletter (Feature) will focus on the 2 new Board members--Eddie Smith and James Caillier. The late Summer Newsletter will be a Topical one. The November issue (Feature) will focus on possible leaders to be honored (Jess Parrish Clyde Muse, Bob McCabe, Charles Wethington, or Ruth Shaw). Lex Walters will "work in" the new fifth Newsletter; he will solicit ideas (not manuscripts) from aspiring writers.

VII. December 1992 SACS Convention and SACJTC Meeting:

- A. SACS is scheduled to meet December 4-7 (Wed. thru Sat.) in New Orleans. Our luncheon will probably be held on Friday, December 6. Ron will check on the schedule.
- B. The Board agreed to guarantee 175 reservations and print 200 tickets. Ron will request a room to accommodate 225. The cost of the luncheon will remain at \$20, pending menu, costs, etc. Tickets will be printed as soon as arrangements are final.

- C. The theme will be "What Is the Agenda?" Ron will contact the new AACJC President in late March to invite him/her to be the featured speaker. Alternates include: Lamar Alexander (SACS will probably try to schedule him as a convention speaker); Bill Stewart, Dale Parnell, Marvin Cole (AKA Mark Twain).
- D. James Caillier will check out the possibility of having the Delgado CC Jazz group perform during the luncheon.
- E. The newly appointed Southern Region College Presidents as well as the retiring ones will be listed in the program and recognized at the luncheon. The time span will be January 1, 1991 thru December 31, 1991. Lex Walters will contact the Board members for specific names.
- F. The December Board meeting will meet TENTATIVELY on Wednesday, December 4 at 4:30 p.m. at the COC Headquarters Hotel. Ron will finalize the time and place.

VIII. The Management Sub-Cycles were updated to reflect current duties and responsibilities. Ron Horvath will mail out the new ones when they are re-typed.

IX. Constitution and By-Laws Discussion

- A. The Board reviewed these documents and noted several editorial contradictions.
- B. Ron Horvath was authorized to correct these inconsistencies and send the new version to the Board.

X. A group discussion produced the following "Advantages of SACJTC Membership":

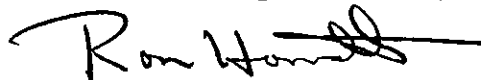
- A. Improve communication among member institutions via the Newsletter.
- B. Recognize outstanding achievements and practices among the member insitutions.
- C. Sponsor an Annual luncheon featuring an outstanding speaker at the SACS Convention.
- D. Encourage professional development, networking, idea exchanges, and fellowship among college CEO's, administrators, and faculty.

- E. Provide a legitimate avenue for a unified professional voice within SACS to have an impact on policies and procedures that relate directly to two-year colleges.
- F. Address Regional issues.
- G. Offer opportunities for professionals to submit ideas for publication in the Newsletters.

XI. Miscellaneous:

- A. Ron Horvath will check with AACJC on the costs and criteria for affiliating with the national organization.
- B. The Board dinner was held at Mr. B's in New Orleans. James Caillier made the arrangements for the dinner. Eight Board members attended plus four guests. Each guest paid the full cost of the dinner.
- C. Ron Horvath requested that Board members submit their expense statements using their own state guidelines. Reimbursement is limited to a maximum of \$350 for this meeting.
- D. Ron Horvath will submit mailing labels to Lex Walters prior to March 8. Only dues paying members will be included.
- E. The Board met for approximately 2½ hours on Saturday and 1½ hours on Sunday. We adjourned at 10:30 a.m. on Sunday, February 24, 1991.

Respectfully submitted,



Ron Horvath  
Secretary/Treasurer