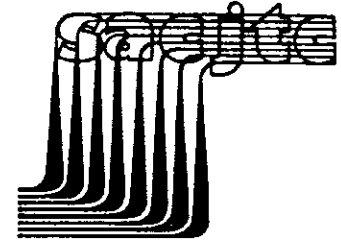


Southern Association of Community, Junior, and Technical Colleges



SACJTC Winter Board Meeting Durham, North Carolina Holiday Inn March 3-4, 1995

Present: Phail Wynn (President), Edwin Massey (Vice-President), Lex Walters (Editor), Marshall Smith (Secretary/Treasurer), Eddie Smith (Past President), Patrick Lake, Dorothy Lord, Barry Russell, and Jack Sasser. **Absent:** Allen Edwards and Shirley Woodie.

1. The SACJTC Board of Directors conducted its winter meeting for 1995 on March 3-4 at the Airport Holiday Inn in Durham, North Carolina. President Phail Wynn hosted the meeting and presided. A dutch treat dinner was held on Friday evening at a local restaurant.
2. The Board conducted a long-range planning meeting from 10:00 a.m. until 12:00 noon on Saturday, March 4. Lex Walters provided a brief historical overview of the Association, giving its original purpose and development. Dr. Walters noted that the organization came into existence because of the emphasis on senior institutions at annual meetings of the Southern Association of Colleges and Schools and the desire on the part of two-year institution presidents to have at least one session devoted to the interests of community, junior, and technical colleges. The Board discussed general services to members, the composition of the Board, the nature of publications services, the level of dues, the state-by-state coverage represented by Board appointments, and the future of the organization. The Board discussed the three annual meetings of the Board and concluded that the winter meeting represented the single block of time available for the necessary transaction of business and, consequently, should be continued. The necessarily brief nature of the two remaining meetings at AACCC and at SACS was also noted..

The Board concluded that the services to the membership were appropriate and that the level of annual dues for member institutions ensured significant services at a moderate cost. The Board further concluded that the report to the membership at the annual meeting would include a recapitulation of those services. The editor agreed to prepare a three-fold brochure which would provide narrative about the organization, its history, and its services.

3. The Board began its regular business session at 2:00 p.m. on March 4. Minor corrections were made to the minutes of the previous meeting.
4. Marshall Smith presented outgoing Secretary/Treasurer Ron Horvath's summary of income and expenses for the annual luncheon (copy attached). It was noted that the \$25.00 ticket cost underwrote the cost of the luncheon itself but that speaker expenses went beyond the original budget. The Board noted that the speaker was very well received and that the quality of the

program clearly justified the expense. President Wynn suggested that the Board might plan to expend a like amount on speaker expenses in the future to ensure an outstanding program. Difficulties with scheduling through the SACS administration were discussed. It was noted that the Secretary/Treasurer was responsible for all luncheon arrangements and that the Vice-President was responsible for the program. Board members were reminded of their responsibility to provide door prizes. After discussion, it was determined that luncheon tickets would remain at \$25 per person.

5. The Secretary/Treasurer's report was presented. A summary of 1994 activity prepared by outgoing Secretary/Treasurer Ron Horvath was discussed (copy attached). Marshall Smith noted that the amount of \$19,412.20 had been received from Ron Horvath and deposited in a commercial, interest-bearing checking account with Crestar Bank in Richmond, Virginia. He further stated that two certificates of deposit remained with Dr. Horvath: a \$2,000 CD maturing on 6/18/95 (net worth on 11/30/94 of \$2,411.76) and a \$4,000 CD maturing on 9/30/95 (net worth on 11/30/94 of \$4,229.75). Dr. Horvath will transfer these two CDs on their maturation dates. Signatories on the checking account will be Marshall Smith, Phail Wynn, Edwin Massey, and Timothy Brown. Mr. Brown is the Dean of Financial and Administrative Services at John Tyler Community College and will serve as a back-up to Dr. Smith.

6. Marshall Smith discussed the annual honoraria paid in 1994 to the Editor, assistant to the Editor, the Secretary/Treasurer, and the assistant to the Secretary/Treasurer. In response to a question, it was noted that the honoraria were paid out at the end of the fiscal year. Dr. Lake moved, and Dr. Massey seconded, that the honoraria be continued for 1995. The motion carried.

7. Marshall Smith noted that the Board travel expense reimbursement for the winter meeting had been set at \$350 in the past. Dr. Eddie Smith moved, and Dr. Lord seconded, that the \$350 travel expense reimbursement be continued for 1995. The motion carried.

8. Marshall Smith presented the proposed 1995 budget. The Board suggested an increase in the newsletter/publication category from \$3,500 to \$4,000 and an increase in the SACS Luncheon category from \$5,700 to \$7,500. The Board recommended setting the interest income at \$1,000, up from \$150. (A corrected copy of the 1995 budget, with details, is attached.)

9. Following a discussion of state-by-state membership, Marshall Smith agreed to forward to each Board member the names of non-membership institutions in each one's respective state.

10. Editor Lex Walters presented a publications report, noting that the two newsletters were published in late May or early June and immediately prior to the annual SACS meeting. He indicated that occasional papers usually numbered three or four in a given year, depending on the timeliness of topics selected and editorial considerations. He indicated that the institutions represented by Dr. Lake and Dr. Sasser will be highlighted in the upcoming issue and that the institutions represented by Dr. Russell and Dr. Woodie will be highlighted in the fall newsletter. President Wynn's state of the organization message will appear in the spring issue and the luncheon program will be featured in the fall issue. Dr. Walters asked for suggestions for the educational leadership spotlight articles. The Board suggested Dr. James Wattenbarger, Dr. James Caillier, and Dr. Robert McCabe. Dr. Walters solicited ideas for occasional paper topics. The Board suggested the Internet and data security, Tech Prep, Local Area Network

administration, electronic communications developments with the FCC, institutional development, the K-16 concept, the winds of change concept, and developmental/remedial work.

11. President Wynn appointed two committees: Nominating - Past-President Eddie Smith, chair; Barry Russell and Dorothy Lord, members; and Audit - Pat Lake and Allen Edwards. The Nominating Committee tentatively arranged to meet at the annual meeting of AACC and the Audit Committee was reminded to meet following the Board meeting held during SACS but before the annual luncheon. President Wynn also asked Vice President Edwin Massey, Editor Lex Walters, and Secretary/Treasurer Marshall Smith to discuss various methodologies to be considered in seeking a replacement for Lex Walters, who will conclude his service as Editor at the end of the calendar year.

12. President Wynn distributed copies of the management sub-cycles to the Board; he and Secretary/Treasurer Smith discussed them. After review, Past President Eddie Smith moved, and Editor Lex Walters seconded, that the assignment of arranging an AACC program component on behalf of the Association be added to the duties of the Vice-President. The motion carried.

13. President Wynn polled the Board on anticipated attendance at AACC. Lex Walters, Marshall Smith, and Phail Wynn indicated that they would likely not attend in 1995.

14. Vice-President Edwin Massey conducted a discussion of plans for the 1995 SACS luncheon program. It was determined that Tuesday, December 12, would be the preferred date and that Monday, December 11, would be the back-up date. The Board meeting would be conducted either Sunday evening, December 10, or Monday evening, December 11, but would, in any case, precede the annual luncheon. It was noted that ticket preparation was the responsibility of the Secretary/Treasurer.

Dr. Massey sought suggestions for the luncheon speaker and ideas for the program itself. Suggestions included: CNN personalities, Ted Turner, Lenny Wilkens, Jerry Glanville, Bobby Cox, and Leroy Walker. The importance of a strong speaker of contemporary interest was emphasized.

15. Dr. Massey discussed briefly the site for the 1996 winter meeting of the Association. He indicated that it would likely be held in a major city in central Florida. He agreed to seek a city with the most reasonable travel arrangement expenses.

16. President Wynn adjourned the meeting at 4:50 p.m.

Respectfully submitted,



Marshall W. Smith
Secretary/Treasurer
March 10, 1995

SACJTC WINTER BOARD MEETING
Regular Session

Saturday, March 4, 1995
2:00 p.m.
Research Triangle Park Holiday Inn
Durham, N.C.

A G E N D A

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| I. | Call to Order | Dr. Wynn |
| II. | Approval of the Minutes of the
December 10, 1994 Board Meeting | Dr. Wynn |
| III. | Discussion and Critique of the 1994 Annual
Luncheon meeting held in San Antonio, Texas | Board Members |
| IV. | Secretary/Treasurer's Report
- Budget and Financial Reports
- Membership Report | Dr. M. W. Smith |
| V. | Editor's Report
- Spring Newsletter
- Fall Newsletter
- Occasional Papers | Dr. Walters |
| VI. | Committee Appointments
- Nominating Committee
- Audit Committee | Dr. Wynn |
| VII. | Review of the Management Subcycles | Dr. M.W. Smith |
| VIII. | AACC 75th Annual Convention to be held
April 22-25, 1995 in Minneapolis, Minnesota | Dr. Wynn |
| IX. | Plans for the SACJTC Annual Meeting to be held during the
SACS Annual Meeting in Atlanta on December 10-13, 1995
- Tickets
- Theme
- Suggestions for a Speaker
- Awards/Special Recognitions
- Door Prizes | Dr. Massey |
| X. | Other Business | <i>Nunez LA</i>
<i>Denmark SC</i>
<i>Greenville Tech SC</i>
<i>Horry-Georgetown SC</i> |
| XI. | Adjourn | <i>Cleveland Shelby, NC - #25</i> |

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