

# **Southern Association of Colleges with Associate Degrees**

## **Board Meeting**

**May 9, 2022**

**VIA Phone Conference Call**

**4:00 p. m. EDT**

## **MINUTES**

Present: Dr. John Enamait, President; Dr. Cynthia Kelley, Vice President; Dr. Dean Sprinkle, Past President; Dr. Patricia Lee; Dr. Ingrid Thompson Sellers; Dr. David Campbell; Dr. Jane Hulon Sims; Dr. Jason Smith; and Dr. George Edwards, Executive Secretary-Treasurer.

Absent: Dr. Tonjua Williams; and Dr. Michael Torrence.

### **I. Call To Order**

The meeting was called to order by Dr. John Enamait, President at 4:05 p. m.

### **II. Approval of the December 2021 Minutes**

Dr. Ingrid Thompson Sellers moved to accept the minutes of the November 29, 2021 Board meeting. Dr. Patricia Lee seconded the motion. The minutes were approved unanimously.

### **III. Board Officers and Members**

Dr. Edwards referred the board to the attached listing of all information related to the board and officers. If any corrections need to be made, please let Dr. Edwards know.

### **IV. Membership Report by State**

Dr. Edwards reported on membership by state. As of December 31, 2021, 162 members had paid for the 2021-22 year. Membership was down slightly from 167 in 2020-21.

### **V. Investment Report**

Dr. Edwards reported that the association is in good financial condition. The April 15, 2022 balance in the DuPont Credit Union Account was \$148,481.82. The one year certificate of deposit has an APR of .300% and a maturity date of June 2, 2022. The four year certificate of deposit has an APR of 1.810% and a maturity date of May 25, 2022. The balances to date are \$52,517.49 (1 year) and \$53,589.72 (4 year). Dr. David Campbell moved to accept the Investment Report and Dr. Patricia Lee seconded the motion. The board unanimously approved

the motion. Additionally the Board discussed the 4 year CD that was maturing later in May, 2022 and moved to grant Dr. Edwards the authority to decide how to invest the funds in that specific CD. Dr. Cindy Kelley made the motion and Dr. Ingrid Thompson Sellers seconded the motion.

## **VI. Financial Report**

Dr. Edwards presented the Budget to Actual and Year End Estimate Report as of 12-31-21. He explained that the net income was \$2,100.06 primarily because revenue and expenses were less than the budgeted amount. By not having the annual meeting in December, 2021 the significant expenses associated with the luncheon were not incurred. Dr. David Campbell moved for approval of the Budget to Actual Report and Dr. Jane Hulon Sims seconded the motion. The motion was approved unanimously.

## **VII. Proposed 2022 Budget**

Dr. Edwards presented the 2022 SACAD Budget which is based on having 170 members, the sale of 150 luncheon tickets, and the securing of \$6,000.00 in sponsorships. Assuming that expenses remain similar to 2019 (when a face to face luncheon meeting was held), the association should have a net income of \$1,200.00 for the year. Dr. Ingrid Thompson Sellers moved for approval of the budget and Dr. Cindy Kelley seconded the motion. The motion was approved unanimously.

## **VIII. Committee Appointments**

Dr. Enamait appointed the following committees:

### **Audit Committee**

Dr. David Campbell, Chair  
Dr. John Enamait  
Dr. Patricia Lee

### **Nominating Committee**

Dr. John Enamait, Chair  
Dr. Cynthia Kelley  
Dr. Dean Sprinkle

### **Publications Committee**

Dr. Ingrid Thompson Sellers, Chair  
Dr. Jane Hulon Sims  
Dr. Jason Smith

## **Professional Development Committee**

Dr. Cynthia Kelley, Chair

Dr. Michael Torrence

Dr. Tonjua Williams

### **IX. Report of the Professional Development Committee**

Dr. Cynthia Kelley led a discussion on potential themes and topics to consider for the 2022 year. Potential topics presented were: diversity and inclusion, the great resignation (how to retain talent), workforce education, how to deal with enrollment declines, the political landscape, retention, progress after the pandemic, student support and success, and building financial stability. The PD Committee agreed to take this information and meet again via phone to finalize ideas for a speaker for the Fall Annual Meeting.

### **X. Publication Committee Update**

Dr. Ingrid Thompson Sellers as Chair of the Publication Committee led a discussion of the website improvement process. She shared two draft documents including a letter soliciting bids and a template for potential bidders to use in submitting a proposal. The board concurred for the Publication Committee to move forward in developing the process and soliciting bids to improve the association website.

### **XI. Discussion of Annual Luncheon**

Dr. Edwards discussed the need for sponsorships, the anticipated 2022 date (December 4, 2022), and time for the annual luncheon, the luncheon speaker, and the door prizes that each board member should provide.

### **XII. Plans for the Fall Board Meeting**

The Fall Board meeting was discussed and the board again concurred that Dr. Edwards eliminate the meal since many board members wish to go to dinner with their friends and colleagues on the Saturday evening before the SACSCOC meetings begin. The Board also was positive about meeting face to face at the Annual Meeting.

### **XIII. Other Business**

There was no old or new business.

### **XIV. Adjournment**

The meeting was adjourned at 4:50 pm.