Southwestern Adventist University
Colloquium
Wharton Auditorium
August 20-23, 2004

M I N U T E S

Friday, August 20
7:30 p.m.  
Song Service and Special Music presented by David Anavitarte.
Welcome and Prayer presented by Donald Sahly.
Special Comments presented by Southwestern Union Conference president, Max Trevino, who gave special thanks to Bill Kilgore for working with the Southwestern Union in the Field School of Evangelism this summer in Little Rock, Arkansas. He also thanked each faculty and staff member for their Christian dedication to the students of Southwestern Adventist University.
Presentation by George Akers: Vision of Christian Education.
Closing Prayer by Donald Sahly.

Sabbath, August 21
10:00 a.m.  
Song Service presented by David Anavitarte.
Welcome presented by Judy Myers Laue.
Presentation by Lloyd & Edith Willis, who showed pictures and told experiences of their service at Spicer College in India.
Presentation by Bill Kilgore, who told us about current student involvement in a Feed-the-Homeless Project that he started 14 years ago.
Presentation by Judy Myers Laue, who challenged the faculty and staff to do something for missions this year as she showed pictures and relayed experiences from this past summer when she visited South America.
Prayer of Commitment by Bev Stafford.

11:15 a.m.  
Song Service and Special Music presented by David Anavitarte.
Opening Prayer by Willie Hucks.
Worship Service presented by George Akers: Training Champions for God.
Closing Prayer by Lloyd Willis, with special prayer for Jana and Mic Thurber.
Gift presented by Donald Sahly to George and Imogene Akers with a special thank you to Dr. Akers for sharing his philosophy with the faculty and staff.

3:30 p.m.  
Presentation by George Akers: Integration of Faith and Learning.
Closing Prayer by Donald Sahly.

Monday, August 22
9:00 a.m.  
Present

Donald Sahly, Chair: Sandra Adams, Jean Alway, David Anavitarte, Kathy Anavitarte, Jeff Anderson, Bill Atkins, Debbie Battin, Beverly Bottsford, Tina Bottsford, Tom Bunch, Danna Burt, Rod Bussey, Randy Butler, Carol Campbell, Lane Campbell, Randy Chastain, Jerry Chi, Watson Chin, Silvia Collins, Ed Connell, Murray Cox, Pat Cruz, Renard Doneskey, Meriam Fabriga, Darcy Force, Larry Garrett, Rob Gettys, Randy Gilliam, Bonnie

Absent With Notice  Art Chadwick and Michael England.

Absent Without Notice  Mark Aldridge, Luz Arauzo, Howard Campbell, Mara Contreras, Rachel Durichek, Rob Durkin, Charlene Friesen, Dale Hainey, Ellis Hainey, Mike Mizher, Joann Petersen, Robby Psencik, Dale Reins, Donald Stair, Durkin Steen, Darla Sullivan, Robert Thompson, Etla Van Horn, Marvin Whitten, Sharon Wicker, Edith Willis, Edna Yanez, and Laura Yanez.

Devotional:  Donald Sahly gave a devotional and offered prayer.

Campus Master Plan:  The president gave a slideshow on the campus master plan. Architects from the Beck Group in Dallas created a flexible plan that can be used for the next five to 25 years. It includes a phasing concept diagram, identifies desirable building sites, and suggests a sequence of campus development. The study identifies and recommends the most successful patterns that can be reinforced in future growth of the campus, such as:

- A new campus arrival and circulation point in response to most traffic now arriving via I-35W, rather than Highway 67 to College Street.
- A new boulevard on axis with the Chan Shun Centennial Library.
- Identification of a future church site on a visual high point of the campus.
- A further development of the campus mall edges to create a pedestrian zone.
- Near-term signage and building development at the southwest end of the existing campus mall to exhibit growth and project a strong campus image to the community.

Currently we are finalizing on plans to construct an academic building near the Barron Building. Construction could begin as early as this fall.

Changes—New Employees:  New employees were introduced.

- Rob Durkin, Assistant Professor, Computer Science Department;
- Darcy Force, Secretary, Student Financial Services;
- Gary Temple, Vice President, University Advancement;
- Cristina Thomsen, Librarian;
- Etla Van Horn, Assistant Professor, Nursing Department;
- Randy Yates, Assistant Professor, Communication Department.

University Advancement:  Gary Temple gave an overview of the department that provides opportunity for people to give to the university. He asked that we pay special attention to the following items:
• All fundraising should be approved by the Advancement Office.
• Donations should be submitted to the Advancement Office as soon as they are received.
• Process all grants through the Advancement Office.
• Submit your request for funding of projects directly to the Advancement Office. Do not request funds directly from the First State Bank or the Southwestern Union. These institutions make an annual donation to SWAU to assist with funding of projects.
• Mark your calendars and plan to support the annual SWAU Alumni Ice Cream Social scheduled for Sunday evening, September 26.
• Report happenings in your department to Charlotte Henderson so they can be featured in the Southwestern Spirit.
• Support the Annual Fund. We are looking for 100% participation this year.

Amanda Perry showed slides of areas on campus that were recently renovated as a result of contributions made to the Annual Fund, including Barron Building, Scales Hall, and Harmon Hall. The gymnasium floor was resurfaced this past summer; grounds were improved with attractive flowers and landscaping, and the building signs were repainted. Each employee was encouraged to make a contribution to the university.

University Success: Steve Stafford announced that Cricket Camp begins in two days. Detailed information will come via email.

Early Alert: Steve Stafford encouraged faculty and staff to promote student success by completing a form for students who are struggling. This form can be accessed through the website: <documents.swau.edu>. Click on Early Alert under Counseling and Testing. Submitted forms are emailed directly to Steve Stafford’s office.

Library Update: Cristina Thomsen reported that the library resources serve both the SWAU academic community and the larger community in general. With its height, space, beauty, and art collections, it is also a tourist destination. She distributed bookmarks and invited the faculty and staff to share ideas on how the library can better serve the larger community.

Privacy Act (FERPA): Danna Burt coordinated a skit regarding the Family Educational Rights and Privacy Act. This federal law protects the privacy of student education records and prevents university officials from giving information to the parents (or spouses) unless the student signs a permission form.
  • Forms for transcripts are available from the website <www.swau.edu> by clicking on Academic Programs and then Transcript Request Form.
  • Faculty may post grades by number if the student chooses the number; the student ID number cannot be used.
  • Students’ schedules cannot be released without permission from the eligible student.
  • Faculty should not leave confidential information where others can access it.

Scholar Lecture Series: Steve Jones encouraged faculty, staff, and students to attend the Scholar Lecture Series in Wharton Auditorium this year. He expects to schedule about four events throughout the year. Watch the SWAU website for details.

Dr. Jones is also coordinating Odd Friday again for the 5th consecutive year. This event begins about 11:45 a.m. in the Committee of 100 Dining Room on 13 odd Fridays during the school year. Presentations begin about 12:10 p.m. and are finished by 1:00 p.m.
Spiritual Programming/Student Missionaries: Lane Campbell distributed a Campus Ministries brochure that includes dates and topics for Friday night vespers, a description of campus outreach activities, and names of campus ministries officers, (2) questionnaire that serves as an invitation for students to participate in outreach activities, and (3) a form that identifies seven easy steps to becoming a student missionary.

The chaplain also gave an update on Paul Young, a student who injured his eye while on a mission trip to Uganda this summer. He was airlifted to Houston for treatment and may need a cornea transplant.

Assessment: Larry Turner reminded us that Southwestern Adventist University is scheduled for accreditation reaffirmation with Southern Association of Colleges and Schools (SACS) in the year 2006. SACS requires an accountable system of higher education, including a report of student outcomes, which is a priority of the accreditation process. This year we will put everything in place for accreditation. There are three websites where information has been gathered in preparation for this accreditation.

• http://documents.swau.edu has links to university documents.
• http://assessment.swau.edu contains the work of the assessment committee.
• http://accreditation.swau.edu contains the university’s compliance with each of the 73 SACS standards.

Financial Report: Larry Garrett reported that the majority of departments stayed within their budget last year. He presented $100 bills to each member present from (1) History and Criminal Justice Department with a random drawing from academic departments that stayed within their budget (Randy Butler, Steve Jones, and Erwin Sicher each received $100) and (2) Records Office with a random drawing from non-academic departments that stayed within their budget (Danna Burt, Karla Lopez, and Lorena Marin each received $100).

Revenue was better this past year than the year before. We had more students, which produced more tuition, and the dormitories and the cafeteria produced more revenue. The 2003-3004 academic year ended with $500 thousand loss as compared to $800 thousand loss the year before.

Student Services: David Knight distributed student handbooks to the faculty and staff.

• He encouraged employees to stop at his office and write a note of appreciation to Bob Hadley, former student health services director, who retired at the end of last year.
• To access health services this year, students can make an appointment by 6:00 p.m. to see the nurse, who will be working from 8:00 p.m. to 10:00 p.m. in Harmon Hall. We have five nurses who are volunteering their services: Tony Arouca, Naomi Blanco, Ian Curnow, Annamarie Hunter, and Leslie Kilgore.
• During the daytime, students may go to the Family Medicine Associates in Cleburne or the Family Healthcare Associates in Joshua. We can assist students who do not have transportation.
• We will not track absences via sick leave this year. Students must take full responsibility for explaining an absence from class.
• Military personnel wish to come on campus to make a presentation. Since we accept financial aid, we are obligated to cooperate. Details will be provided when final arrangements have been made.

Campus Computer Services: Charles Lewis and Daryl Thomas updated the faculty and staff on the phone system, which was hit by lightening on Thursday, August 19; we may not be able to resurrect it. A new phone system infrastructure is in place, and new phones have been distributed to key offices across campus. All extensions begin with the number 6 and are four-digit numbers.

• Raisers Edge software has been installed in the Advancement Office.
• Financial Edge software has been installed to replace CARS. We will not use the software for payroll until January so that all W-2’s are on the same system.
• Campus 2000, which is to replace CARS, is in the process of being implemented. Currently we are doing data conversion and system setup and are on schedule for training in November.
• The Office of Information Services has two new workers—David Slee and Nathan Seery. Currently they are interns. Their status will be evaluated at the end of June.

Security: Greg Wicklund, who is the safety coordinator and chair of the Safety Committee, announced that a Safety Plan could be accessed from the website <http://documents.swau.edu>. There are coordinators for safety in each building. He asked that we download the Safety Plan, note who is in charge of the building where we work, and report any concerns to the appropriate building coordinator. The Safety Committee meets quarterly.

S.I.F.E.: Jerry Chi made us aware of the SIFE (Students In Free Enterprise) organization. SIFE teams establish a variety of community outreach programs that teach free enterprise. Students apply their classroom experiences to develop and implement educational outreach programs that teach individuals in their communities the principles of market economics, entrepreneurship, personal financial success, and business ethics.

Dr. Chi offered gifts to two faculty members who could cite a project that their department would set up in coordination with this organization. Phil Hieger received a gift for the idea of establishing Internet access in a city in Arizona that currently has no Internet service. Hoyet Taylor received a gift for the idea of converting Cleburne buildings so that they could be purchased to house a business.

Enrollment Update: Fred Harder reported that the Enrollment Department has been hard at work seeing more people and sending more mailings than ever before. His data indicates that we may have between 53 and 69 more full-time, first-year freshmen than we had last year at this time.

Adjournment: The meeting was adjourned at 12:35 p.m.

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Donald R. Sahly