



**Sherman College of Straight Chiropractic  
Board of Trustees Meeting  
On-campus Meeting – Room 26 C  
February 14, 2009**

Pursuant to notice duly served, Carl Gillman, DC, Chair, called the meeting of the Sherman College Board of Trustees to order at 8:07 a.m. Also present: Gordon Brown, DC, Ex Officio; John Hilpisch, DC; Kelley Jones; Judy Ross, DC; Peter Wells; Jon Schwartzbauer, DC, President; Tim Allison, DC (faculty observer); Justin Snider (student observer); Bob Moses, Board Consultant.

Absent: Gino Curcuruto, DC, Secretary; Charles Love; Michael Lenarz, DC.

Guests: Joe Donofrio, DC; Joy Gayler; Tim Revels (Finance Committee); Leslie Wise, DC.

Snider (student observer) will attend meeting at random due to board review session on campus.

Gillman welcomed Allison. Meeting came to order.

**1. Integrity check**

Called by Peter Wells. No issues of external influence reported by board. Schwartzbauer reported a college integrity matter that involved two students. The students were disciplined according to college policy. As part of the college's integrity training, faculty and staff attended an on-campus Ethics Workshop by John Hawkins, training consultant, December 8, 2008.

**2. Board Secretary Selection**

Curcuruto's term as board secretary will terminate in March 2009. Appointment of a new secretary did not occur; selection will resume at the May 2009 on-campus meeting. Wells will serve as acting secretary for this meeting.

**3. Board of Trustee Appointments**

Ross reported on candidate achievements and interview highlights of Ken Hughes, DC; Liam Schubel, DC; Dan Knowles, DC; Alan Brewster, DC; Skip George, DC.

Discussion was held to ensure staggered terms of board seats.

Schwartzbauer was encouraged to identify a parent of student that might be considered - Jones, local business candidates - Ross, a teacher - Wells, with Susan Newlin's help the spouse of a DC. All were encouraged to find a non DC.

While it is recognized that candidates are interviewed, Hilpisch motioned to propose an application process to include a letter of interest for future candidates. Wells seconded. All agreed unanimously.

**4. Name Change**

Schwartzbauer reiterated background of the proposal to remove the word 'Straight' from the college name. Passed by majority vote in faculty senate, approved by administrative council committee.

Wise presented past history of our name. Faculty proposes to the board for consideration the removal of the word straight and back to Sherman College of Chiropractic.

As previously reported, a survey of students, faculty, administration, staff, regents and alumni supports a name change. Board members discussed alumni pride and the loss of an easy opportunity to start an important dialogue about what is straight.

**5. Physio Therapy**

Wise, on behalf of Dr. Cindy Gibbon, presented the proposal of physiotherapy electives. Passed by majority vote in faculty senate, approved by administrative council committee.

Many states are requiring 120-hour physiotherapy course which Sherman currently does not include in the curriculum.

Justin Snider, student observer, joined the meeting at 10:10 a.m.

Schwartzbauer discussed the accreditation issues related to this proposal.

**6. Voting: Name Change, Physio Therapy, Board Appointments**

Gillman motioned to vote on college name change. Jones motioned to change the name to Sherman College of Chiropractic. Hilpisch seconded. Motion did not pass with a 2 to 3 not in favor. Wells challenged the group to accept the decision.

Wells motioned to approve proposed funds to adopt proposed PT course as an on-campus elective. Jones seconded. Motion passes with a 3 to 2 in favor.

The board unanimously agreed to choose three of the five trustee appointments; two remaining candidates will be considered for next open appointments in 2010. Majority voted to appoint Schubel, Brewster and Hughes to Sherman College Board of Trustees. Gillman will contact all candidates about their appointment.

**1:40 p.m., break for lunch.** Jones and Snider left the meeting. Revels joined the Finance Committee (Wells, Gillman, and Schwartzbauer) in admissions conference room for closed session, until 2:40 p.m. It is noted, name of committee has been changed to Audit and Finance Committee by unanimous vote.

**Regular session reconvened at 2:55 pm.**

**7. President's Report** (refer to manual insert)

All members received the President's Report prior to meeting. Board has no questions.

Other topics presented to Board:

- **SACS Position Statement:** President Schwartzbauer reminded the board of their responsibility to share in managing the resources of the college.
- **Org chart:** President Schwartzbauer reviewed the latest organizational chart.
- **Process map:** reiterated the importance to follow meeting notes approval process within 30 days, and posting on web.
- **Course release summary:** a summary of production and contribution of faculty of release time was given.
- **Strategic plan:** a version with the IA numbers and end of year financials were distributed.
- **Appointment to serve form:** as part of our accreditation reporting, asked the board to accurately describe how they were appointed to the Board.
- **GPA increase:** discussion was held about prospective students that may have been affected by GPA increase.
- **SACS visit:** there will be board representation at the April 28 - 30 visit.
- **Donations:** fundraising session took place to prompt action steps from last (on-campus) meeting.

Schwartzbauer concluded report with no further discussion or questions.

#### 8. **Consultant's Report to the Board**

(As a matter of record, hard copy attached) – Read by Bob Moses,  
*I am pleased to report that Sherman College has corrected the weaknesses in integrity, governing board, external influence and academic freedom cited by the professional evaluators representing the SACS College Commission in 2008. Having made this statement, permit me to comment that I do not officially represent SACS or do I wish to discredit the findings of the Special Committee or decisions of the College Commission. I base my conclusion on several documented improvements made by this Board, the administration and faculty since April 2008. All of the changes have come into compliance with the provisions of the Principles of Accreditation.*

*I have reached this conclusion (1) based on the analysis of written documents as the Bylaws, Trustee Handbook and Board minutes; (2) information gathered during three on-site visits involving the President, other administrators and faculty; (3) attendance as a non-voting observer at four Board meetings; (4) numerous telephone conferences and college responses to requests for information by electronic mail; and, (5) the audit of the college's Plan of Action provided to the Special Committee prior to their visit last spring (College's Special committee report pp 9-11).*

*In specific terms, I find the College is operating with integrity in matters pertaining to academics, governance and communications with the faculty, students, SACS and CCE, and the general public. Newly adopted policies and procedures are being implemented and the culture of the institution is rapidly changing to reflect good practice in higher education.*

*You, the newly structured Board have demonstrated your policy-making responsibilities and do not exert undue influence on the administration and faculty to administer and implement policy. Safeguards are now in place to protect Board and College independence from unreasonable intrusion by external agencies and entities. The Board is adhering to the Bylaws on matters as membership selection, removal, service length, staggered appointments, meetings, conflicts of interest, duties and responsibilities.*

*My charge as your consultant on regional accreditation was initially to focus on integrity and governance. However, my involvement was extended to other accreditation issues as noted by your President.*

*It has been a pleasure working with you, Dr. Schwartzbauer, other administrators, the faculty and staff. I am optimistic about Sherman College's future accreditation status, growth, development and service to students. Thank you.*

Gillman thanked Moses for his guidance and recognizes the improvements made in a short period of time.

**9. QEP Report**

PowerPoint presentations provided by Gayler and Donofrio: coordination to impact a higher level of learning and scoring to achieve performance. Moses recommends setting a goal to have Sherman's QEP as a role model for other institutions, as well as presenting at professional meetings.

**10. Approval of Meeting Minutes**

Gillman motioned to approve meeting minutes of October 17 & 18, 2008 and December 7, 2008. Wells motioned, Ross seconded. Approved unanimously.

**11. Observer's Report**

Allison (faculty) thanked the chair and board members for representation.

Moses commented that he is pleased to see participation with faculty and student council at Board meetings.

**5:05 p.m., meeting wrap up** and closed session was conducted. Recorder and observers respectfully left the meeting.

Roberta Thomas, Recorder

**Closed Session**

President's evaluation. **The meeting was called to end at 5:20 p.m.** by a motion offered by Hilpisch and seconded by Wells.

Peter Wells, Acting Board Secretary