

MINUTES
ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
AUGUST 9, 1988

The Isothermal Community College Board of Trustees met on Tuesday, August 9, 1988, in the Management Seminar Room of the Business Education Building.

The following trustees were present: Joe Miller, Vice Chairman; Ivy Cowan, Frances Spratt, Al King, Vivian Watson, Walter Dalton, Bill Page, J. D. Cooley, and Opal Sauve. The following staff members were present: Willard Lewis, Dillard Morrow, Catherine Jolley, Robert Harrison, Geoffrey Balkam, Helyn Lowery, Bruce Waddingham, and Frankie McWhorter. Amy Tanner of The Daily Courier and Jean Gordon of The Rutherford County News were also present. Vice Chairman Miller called the meeting to order at 5:02 p.m.

Approval Of Minutes

A motion was made by Al King, seconded by Bill Page, to approve a Resolution of Appreciation and Respect for John F. "Jack" Paul, Dean of Student Affairs, for his years of dedicated service. It was further moved that this resolution be a part of the permanent minutes of this meeting. The motion was unanimously approved. (Attachment 1)

Business Affairs

President Lewis reviewed the State Budgets Over the Years, Local Budgets Over the Years, Polk County Budgets Over the Years, Local Budget Appropriation - Rutherford County and Local Budget Appropriation - Polk County. (Attachments 2, 3, 4, 5, and 6)

Dr. Dillard Morrow reported that the two projects on the Spindale Campus (Technical Training Building and the Maintenance Building) were basically complete. The bids for the Polk County Campus construction project were in excess of the monies available. The Architect is working with the low bidder for the General Contractor to see what changes can be made in order to make up the difference. The Architect will make recommendations to the President regarding how we should proceed on this project. President Lewis reported that a called meeting will probably be held in late August or early September to consider the recommendations from the Architect.

A motion was made by Ivy Cowan, seconded by Bill Page, to approve the State, Local and Institutional Budgets and to adopt the appropriate budget resolutions. The motion was unanimously approved. Trustees requested that copies of the State, Local and Institutional Budgets be made available for their review prior to the Board meeting next year. (Attachment 7)

A motion was made by Frances Spratt, seconded by Opal Sauve, to approve the budget revisions as presented by Controller Jolley. The motion was unanimously approved.

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A motion was made by Ivy Cowan, seconded by Frances Spratt, to approve the following Community Service Classes and Activities Fee Policy:

Registration fees for Community Service classes and activities shall typically be set at levels between no charge to a maximum of \$100.00 unless otherwise authorized by the President. Considerations of direct and indirect expenses of operation as well as the target clientele needs will be the primary factors in the determination of registration fees. The motion was unanimously approved. (Attachment 8)

Academic Affairs

A motion was made by Opal Sauve, seconded by Ivy Cowan, to approve a dual enrollment policy between the college and the Polk County Board of Education and the Tryon City Schools. President Lewis stated that the dual enrollment policy is an agreement whereby anyone 16 years of age or older, in the high schools which we serve, is eligible to enroll in college classes concurrent with their high school enrollment. President Lewis announced that the faculty and staff of Isothermal Community College has voted to fund, out of their own pockets, a tuition program whereby 10% of the senior classes in the high schools in Rutherford and Polk Counties can attend classes at the college tuition free. Mrs. Frances Spratt, Secretary to the Board, was directed to write a letter commending the administration, faculty and staff for funding the dual enrollment tuition program. The motion was unanimously approved.

Personnel

A motion was made by Ivy Cowan, seconded by Bill Page, to approve contracts for the following personnel:

1. Tammy Hollifield, Counselor/Admissions Officer, July 5, 1988 - June 30, 1989
2. Kelly Ashley, Counselor/Financial Aid Officer, July 11, 1988 - June 30, 1989
3. Yung Yung Tsuai, Visiting Artist, August 15, 1988 - June 14, 1989

The motion was unanimously approved.

A motion was made by Opal Sauve, seconded by Ivy Cowan, to approve resignations of the following personnel:

1. Steve Coyne, English Instructor, May 31, 1988
2. Helen White, Practical Nursing Instructor, May 31, 1988
3. Carol Chalfant, Audio-Visual Specialist, June 17, 1988
4. Geoffrey Balkam, Vice President, Polk County Campus, January 1, 1989

The motion was unanimously approved.

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A motion was made by Walter Dalton, seconded by Bill Page, to approve the following personnel matters:

1. Non-renewal of Contract, Carl Biggerstaff, Microcomputer Lab Assistant, June 30, 1988
2. Retirement, Carl Williams, Director, Continuing Education Division, August 31, 1988

Maternity Leaves for the following personnel:

1. Cindy Martin, Physical Education Instructor, September 6, 1988 - November 11, 1988
2. Cathy Jackson, Graphics Instructor, September 15, 1988 - November 28, 1988
3. Glenda Scruggs, Secretary to the President, September 5, 1988 - October 31, 1988

The motion was unanimously approved.

A motion was made by Frances Spratt, seconded by Al King to approve contracts for 9 and 12 month faculty for 1988-89. (Attachment 9)

Other Business

A motion was made by Walter Dalton, seconded by Vivian Watson, to approve the appointment of Thomas A. Roberts as Second Vice Chairman of the Board of Trustees.

Vice President Miller reported that Chairman Arledge had appointed the following committees for 1988-89:

OFFICERS

Jervis Arledge	Chairman
Joe Miller	First Vice Chairman
Thomas A. Roberts	Second Vice Chairman
Frances H. Spratt	Secretary

BUILDING COMMITTEE

J. D. Cooley, Chairman	Ivy Cowan
M. B. Robinson	Mike O'Neal
Jervis Arledge, Ex Officio	Thomas Roberts

EXECUTIVE COMMITTEE

Jervis Arledge, Chairman	J. D. Cooley
Frances H. Spratt	Opal Sauve
Ivy Cowan	Joe Miller

FINANCE COMMITTEE

Joe Miller, Chairman
M. B. Robinson
Jervis Arledge, Ex Officio

J. D. Cooley
Bill Page
Al King

GROUNDS CARE AND IMPROVEMENT COMMITTEE

Ivy Cowan, Chairman
Mike O'Neal
Jervis Arledge, Ex Officio

J. D. Cooley
Al King
Vivian Watson

LONG RANGE PLANNING COMMITTEE

Thomas Roberts, Chairman
Ivy Cowan
Jervis Arledge, Ex Officio

J. D. Cooley
Frances Spratt
Mike O'Neal

NOMINATING COMMITTEE

Joe Miller, Chairman
Opal Sauve

Ivy Cowan

CURRICULUM COMMITTEE

Frances Spratt, Chairman
Opal Sauve
Jervis Arledge, Ex Officio

M. B. Robinson
Walter Dalton
Bill Page

PERSONNEL COMMITTEE

Opal Sauve, Chairman
M. B. Robinson
Jervis Arledge, Ex Officio

J. D. Cooley
Vivian Watson
Walter Dalton

BY-LAWS COMMITTEE

Walter Dalton, Chairman
Jervis Arledge, Ex Officio

Al King
Frances Spratt

An updated list of Trustees' names and addresses was distributed.

In discussing the resolution on gifts and donations, Ivy Cowan pointed out that the Isothermal Community College Foundation was set up to receive monies and other valuables for the benefit of the Isothermal Community College, and that such donations would be used in accordance with the donors' wishes.

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He also stated that this had been the practice of the Foundation from its beginning. He pointed out that donations unspecified for special uses were being held by the Foundation, and it was the general opinion that, at this time, these unrestricted donations could be used if and when there were other monies available from other sources for building an auditorium on the properties of the College sufficiently large enough to serve all of Rutherford County.

A motion was made by Frances Spratt, seconded by Al King, to approve the following policy on Fund Raising:

The Board of Trustees of Isothermal Community College recognizes the Community College Foundation in Rutherford and Polk Counties as the organizations through which gifts/donations are solicited for the capital and educational needs of Isothermal Community College. Gifts and/or donations valued at or in excess of \$5,000 which are designated for other than capital construction purposes shall be received by the Foundations and shall, upon request by the Board of Trustees, be placed in the College's operating budget. Gifts and/or donations of less than \$5,000 may be received directly by the President of the College and placed in the College's operating budget as the President deems appropriate.

President Lewis made the following announcements:

Faculty/Staff Workshop - August 31, 1988
 Orientation/Registration - September 1, 1988
 First Day of Classes - September 2, 1988
 Labor Day Holiday - September 5, 1988

Vice President Miller announced the Board meeting dates for 1989:

Tuesday, February 14, 1989
 Tuesday, May 9, 1989
 Tuesday, August 8, 1989
 Tuesday, November 14, 1989

The next regular board meeting will be held on Tuesday, November 8, 1988.

Copies of "Planning For Our Future", a booklet by the Department of Community Colleges, were distributed.

The meeting adjourned at 5:54 p.m.


 CHAIRMAN


 SECRETARY

RESOLUTION OF APPRECIATION AND RESPECT

WHEREAS, John F. Paul served Isothermal Community College from September 1, 1970, until his retirement April 30, 1988, and

WHEREAS, during his eighteen-year tenure he worked closely with the first three Presidents and gave of himself unstintingly to every aspect of his duties as Vice President of Student Services, and

WHEREAS, he was committed to enhancing the quality of student life through a wide array of professional services which included Student Government Association, Supervisor of Veteran Affairs, student discipline, the college catalog and a wide variety of student activities, and

WHEREAS, John F. Paul's interest in people led to an outstanding record of public service, all of which brought honor to the college and include service to his church, the United Way, the Forest City Kiwanis Club and the Rutherford County Cattlemen's Association, and

WHEREAS, John F. Paul, in an earlier career, served his country through distinguished service in the United States Marine Corps, retiring at the rank of Colonel, and

WHEREAS, throughout his life of service, he has been supported by, and in turn, has supported his wife, Wanda Walder Paul, and his three children, Thomas, Andrew, and Janet, and

WHEREAS, "Jack" Paul and the Isothermal Board of Trustees can be very proud of his contribution to his country, his community, and to Isothermal Community College:

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ISOTHERMAL COMMUNITY COLLEGE:

1. That this resolution be included as a permanent part of the minutes of August 9, 1988, of Isothermal Community College and as an expression of thanks for the eighteen years of dedicated service given by Colonel John F. Paul.
2. That a copy of this Resolution be presented to Colonel and Mrs. Paul at the earliest possible time.

Willard L. Lewis, President
Isothermal Community College

Jervis Arledge, Chairman
Isothermal Community College
Board of Trustees