

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
NOVEMBER 13, 1990
MINUTES

The Isothermal Community College Board of Trustees met on Tuesday, November 13, 1990, in the Management Seminar Room of the Business Education Building. The following trustees were present: Joe Miller, Chairman; Thomas Roberts, Opal Sauve, Walter Dalton, Lathelma Becknell, Jervis Arledge, Vivian Watson, M. B. Robinson, C. W. McCall, Howard Olson, Ivy Cowan and Bill Page. The following staff members were present: Willard Lewis, Dillard Morrow, Catherine Jolley, Bruce Waddingham, Rhonda Davis and Frankie McWhorter. Amy Tanner of The Daily Courier was also present. Chairman Miller called the meeting to order at 5:02 pm.

Approval Of Minutes

A motion was made by Thomas Roberts, seconded by Bill Page, to approve the minutes of the regular meeting of August 28, 1990. The motion was unanimously approved.

Trustee Affairs

The following committee appointments were announced for 1990-91:

OFFICERS

Joe Miller	Chairman
Thomas Roberts	First Vice Chairman
Al King	Second Vice Chairman
Frances Spratt	Secretary

EXECUTIVE COMMITTEE

Joe Miller, Chairman	Al King
Jervis Arledge	Bill Page
Howard Olson	Vivian Watson
Frances Spratt	Walter Dalton
Opal Sauve	

BUILDING COMMITTEE

Al King, Chairman	Ivy Cowan
C. W. McCall	Thomas Roberts
Lathelma Becknell	Bill Page
Joe Miller, Ex Officio	

Isothermal Community College
Meeting of Board of Trustees
November 13, 1990
Page 2

FINANCE COMMITTEE

Jervis Arledge, Chairman	Walter Dalton
Opal Sauve	Thomas Roberts
Joe Miller, Ex Officio	Al King

GROUNDS CARE AND IMPROVEMENT COMMITTEE

Bill Page, Chairman	Ivy Cowan
Thomas Roberts	Vivian Watson
Joe Miller, Ex Officio	

LONG RANGE PLANNING COMMITTEE

Howard Olson, Chairman	Walter Dalton
Bill Page	Thomas Roberts
Joe Miller, Ex Officio	

NOMINATING COMMITTEE

Walter Dalton, Chairman	M. B. Robinson
Bill Page	C. W. McCall
Joe Miller, Ex Officio	

CURRICULUM COMMITTEE

Frances Spratt, Chairman	Jervis Arledge
Opal Sauve	Lathelma Becknell
Bill Page	Walter Dalton
Joe Miller, Ex Officio	

PERSONNEL COMMITTEE

Opal Sauve, Chairman	Jervis Arledge
C. W. McCall	Al King
Joe Miller, Ex Officio	

BY-LAWS COMMITTEE

Vivian Watson, Chairman	Jervis Arledge
Howard Olson	M. B. Robinson
Joe Miller, Ex Officio	

Chairman Miller announced that the February 12, 1990, Board of Trustees Meeting will be held on the Polk County Campus.

Isothermal Community College
Meeting of Board of Trustees
November 13, 1990
Page 3

Business Affairs

President Lewis reported that the Building/Steering Committee met on Monday, November 12, 1990, with John Tabor and David Long with Middleton McMillan Architects. Dr. Lewis stated that the Building/Steering Committee approved a conceptual idea of the community/cultural center approximately three weeks ago. Mr. Tabor presented several variations of that concept for consideration. After reviewing the variations, the committee submitted their ideas to the architects. Mr. Tabor stated that his firm will take those ideas and refine them into schematic floor plans and schematic elevations. Mr. Tabor indicated that he would present an outside design of the facility at the next meeting which will be held on November 28, 1990.

President Lewis presented the Proposed State Funding Formula which will be recommended for approval at the next meeting of the State Board of Community Colleges. Dr. Lewis stated that the impact of this funding formula on Isothermal Community College will be quite significant. Instead of receiving \$5,727,839.00 under the old formula, Isothermal would receive \$7,564,768.00, which is a gain of \$1,836,929.00. Dr. Lewis stated that if the Commission on the Future's Report was fully implemented, it would give us \$1,836,929.00 in new money.

Dr. Lewis announced that the college had received a resolution, from the Rutherford County Economic Development Commission supporting the Commission on the Future Report. Dr. Lewis stated he would ask the County Commissioners to adopt a similar resolution of support.

A motion was made by Ivy Cowan, seconded by C. W. McCall, to approve the write-off of delinquent emergency loan accounts in the amount of \$235.00. This motion was unanimously approved.

President Lewis announced that gifts, grants and donations totaling \$9,245.55 have been received from August 1, 1990 to October 31, 1990. A motion was made by Bill Page, seconded by Ivy Cowan, to accept these gifts and donations. The motion was unanimously approved.

President Lewis announced that the State Board of Community Colleges has requested that each institution develop a Bookstore Policy. Dr. Lewis stated that mark-up of books, supplies and other merchandise sold in the college bookstore shall not exceed twenty-five percent (25%) of the cost. Dr.

Isothermal Community College
Meeting of Board of Trustees
November 13, 1990
Page 4

Lewis further stated that the college administration shall review bookstore profits biennially to determine whether a reduction or an increase in mark-up is necessary. Dr. Lewis reported that the college has been operating on a twenty percent (20%) mark-up for the last several years. In reviewing bookstore profits, the administration feels that the bookstore can operate successfully implementing a fifteen percent (15%) mark-up. The administration will operate on this new mark-up for one year beginning spring quarter. The mark-up will be adjusted at least on an annual basis. Dr. Lewis reported that the five percent (5%) savings goes directly to the students. A motion was made by Ivy Cowan, seconded by Opal Sauve, to accept the recommended Bookstore Policy. This motion was unanimously approved.

A motion was made by Thomas Roberts, seconded by M. B. Robinson, to approve budget revisions as presented by Controller Jolley. The motion was unanimously approved.

The Board of Trustees approved the expenditure of \$5,000 from old construction money to have the land surveyed for the proposed community/cultural center on which they were polled by telephone on October 12, 1990. A motion was made by Ivy Cowan, seconded by Vivian Watson, to authorize the ~~President~~ to use money from old construction money for ~~soil~~ borings on the proposed site. This motion was unanimously approved.

Academic Affairs

Walter Dalton, on behalf of the Curriculum Committee, made the following announcements:

1. The ADN Program Application has been approved by the Department of Community Colleges and is under review by the State Board of Nursing;
2. The Industrial Mechanics Program has been terminated due to lack of enrollment;
3. The Real Estate Program has been modified to provide a specialty option for those seeking licensure only;
4. A formal program review process has been adopted.

Personnel

A motion was made by Walter Dalton, seconded by Ivy Cowan, to approve a contract for Edna Ann Silver, Counselor/Financial Aid Officer, October 1, 1990. The motion was unanimously approved.

Isothermal Community College
Meeting of Board of Trustees
November 13, 1990
Page 5

A motion was made by Thomas Roberts, seconded by Ivy Cowan, to approve a contract for Walter "Mike" Cheatham, Director of Development, WNCW Radio, October 16, 1990. This motion was unanimously approved.

A motion was made by Ivy Cowan, seconded by Thomas Roberts, to approve the resignation of Janice Matthisen, LPN Instructor, October 26, 1990. The motion was unanimously approved.

A motion was made by Walter Dalton, seconded by Opal Sauve, to approve a leave, without pay, for Eileen Colon, LPN Instructor, October 11-24, 1990. The motion was unanimously approved.

Other Business

President Lewis reported that the Board approved a Drug Policy approximately two years ago. Dr. Lewis stated that that policy has now been expanded to include the use of alcohol. After discussion, it was recommended that the words, "in any federal court" be deleted from number 4 on the first page of the policy. A motion was made by Opal Sauve, seconded by Walter Dalton, to approve the Drug and Alcohol Policy as amended. This motion was unanimously approved.

President Lewis made the following announcements:

1. The Management Team and the Long Range Planning Committee will meet on the Polk County Campus on December 6 and 7, 1990.
2. Construction on a sidewalk from the upper parking lot down to the Administration Building is nearly completed.
3. The parking lot adjacent to the High-Tech Building is currently under construction.
4. The Annual Christmas Party for faculty, staff and trustees will be held on Monday, December 17, 1990, at the Rutherfordton Club House at 12 noon.
5. The 1990 Yearbook, The Sentinel, and a booklet entitled, Manual For Trustees Of The North Carolina Community College System, were distributed to each trustee.

The meeting adjourned at 5:55 pm.

Jeff Miller

CHAIRMAN

Francis A. Spofford
SECRETARY