

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
NOVEMBER 12, 1991
MINUTES

The Board of Trustees of Isothermal Community College met on Tuesday, November 12, 1991, in the Management Seminar Room of the Business Education Building. The following trustees were present: Thomas Roberts, Chairman; Al King, Opal Sauve, Jervis Arledge, Walter Dalton, Burtchus Lathan, Bill Page, Joe Miller, Howard Olson, Vivian Watson, Lathelma Becknell, Frances Spratt, and C. W. McCall. The following staff members were present: Willard Lewis, Dillard Morrow, Robert Harrison, Catherine Jolley, Karen Noel, Fred Bayley, Bruce Waddingham, and Frankie McWhorter. Margaret Belk of The Daily Courier and Jean Gordon of The Rutherford County News were also present. Chairman Roberts called the meeting to order at 5:00 pm.

Administering Oath of Office

Catherine Jolley, Notary Public, administered the oath of office to Joe Miller. Each trustee's oath of office will be kept on permanent file in the President's Office.

Approval of Minutes

A motion was made by Jervis Arledge, seconded by Burtchus Lathan, to approve the minutes of the regular meeting of August 22, 1991. The motion was unanimously approved.

Trustee Affairs

President Lewis announced the establishment of the Genesis Grant Program. Dr. Lewis stated that the Genesis Grant Program is funded largely by the Margin For Excellence Fund which was established nearly three years ago. The specific goals of the program are targeted toward those activities which support academic quality, our service to students, professional development, and the pursuit of excellence. Dr. Lewis reported that the following projects are a few of the ones that have been funded through the Genesis Grant Program:

- a. A videotape library which will provide supplemental instruction for students in college transfer courses. The videotape library will be a valuable tool for those students who have not yet developed adequate note-taking and listening skills. It will also be beneficial as a resource to review for examinations.
- b. The Wednesday Read is a public reading with guest readers ranging from educators, business and industry leaders,

Isothermal Community College
Meeting of Board of Trustees
November 12, 1991
Page 2

government officials and celebrities. The text shared is the reader's choice, and comes from the personal life of the reader. Guests thus far have included teachers, a former trustee, a current trustee, and other leaders in the community.

President Lewis discussed critical success factors and how Isothermal Community College ranked among the other community colleges in the system. (Attachment 1)

Upon recommendation of the Personnel Committee, a motion was made by Opal Sauve, seconded by Jervis Arledge, to issue a contract to Dr. Willard L. Lewis. The contract will be identical to the one previously received, by Lewis, except for the following revision:

This contract is made and entered into on this 12th day of November 1991, by the Board of Trustees of Isothermal Community College hereafter referred to as trustees and Willard L. Lewis of Rutherford County, North Carolina hereafter referred to as Lewis. This contract shall begin on June 1, 1992 and end May 31, 1995. The trustees, with the consent of Lewis, may extend the termination date of this contract. This contract will be reviewed at the end of the second year.

Mrs. Sauve stated that the remaining conditions of the contract will remain the same. This motion was unanimously approved.

Business Affairs

President Lewis announced that the Polk County Campus had received a matching grant from the Polk County Community Foundation to purchase badly needed computers. The Foundation will donate \$12,000 and \$14,000 will be taken from state equipment funds.

President Lewis announced that Rutherford Hospital had committed \$10,000 to partially fund a faculty position for the Foothills Nursing Consortium. The award by the hospital to the college was made in honor and recognition of Mrs. Delores Cordell, RN, who has served the community and the hospital, as a Registered Nurse, for over 30 years.

Isothermal Community College
Meeting of Board of Trustees
November 12, 1991
Page 3

Dillard Morrow, Vice President of Administration, announced that the college has contracted with Honeywell to purchase an energy management system. The system will cost approximately \$60,000 per year for five years. Honeywell will guarantee a savings of \$60,000 a year or Honeywell will write us a check, each June for the difference.

Dr. Morrow also announced that the college was replacing all telephone and communication cables on campus which were installed in 1967. A bid has been awarded to a company to replace the cables, and they are now waiting for wire to arrive. The project should begin within the next two weeks.

Business Affairs

A motion was made by Opal Sauve, seconded by C. W. McCall, to approve budget revisions as presented by Controller Jolley. This motion was unanimously approved.

President Lewis announced that gifts, grants, and donations totaling \$140,257.61 have been received from August 1, 1991 to October 31, 1991. Dr. Lewis stated that \$138,807.00 of that total is from the Kate B. Reynolds Health Care Trust Grant. A motion was made by Vivian Watson, seconded by C. W. McCall, to accept these gifts and donations. The motion was unanimously approved. (Attachment 2)

Academic Affairs

President Lewis announced that Peter Golden has completed all requirements for Policy 803.

A motion was made by Howard Olson, seconded by Joe Miller, to approve revisions in the Continuing Education Internal Audit Operating Procedures. The motion was unanimously approved. (Attachment 3)

Personnel

A motion was made by Joe Miller, seconded by Opal Sauve, to approve contracts for the following personnel: (Attachment 4)

- a. Sandra Coomes, Associate Development Director, WNCW Radio, September 16, 1991 through June 30, 1992

Isothermal Community College
 Meeting of Board of Trustees
 November 12, 1991
 Page 4

- b. Rebecca Cleland, Assistant Librarian Rutherford/Polk Campuses, November 1, 1991 through June 30, 1992
- c. Wanda Lu Greene, News Director, WNCW, July 16, 1991 through June 30, 1992
- d. Virginia Neal, Cosmetology Instructor, September 6, 1991 through May 31, 1992

A motion was made by Bill Page, seconded by Joe Miller, to approve the resignation of Roy Ray, Electronics Engineering Technology Instructor, June 30, 1992.

Other Business

President Lewis distributed a list of faculty and staff who are willing to speak to schools, civic and church groups, etc. (Attachment 5)

President Lewis announced that the college will be closed for the following holidays:

- a. Wednesday, November 27, 1991 (staff leaves at 1 pm)
- b. Thursday, November 28, 1991 and Friday, November 29, 1991 (Thanksgiving Holidays)
- c. Friday, December 20, 1991 (staff leaves at 1 pm)
- d. Monday, December 23, 1991 through January 1, 1992 (Christmas Holidays)
- e. Faculty, staff and students return to campus on January 2, 1992

The meeting adjourned at 5:43 pm.

Thomas A. Roberts

 CHAIRMAN

Francis H. Spina

 SECRETARY