

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
AUGUST 16, 1994
MINUTES

The Board of Trustees of Isothermal Community College met on Tuesday, August 16, 1994, in the Management Seminar Room of the Business Education Building. The following members were present: William Page, Chairman; Gordon Scott, Charles Tucker, Frances Spratt, C. W. McCall, Howard Olson, Joe Miller, Jervis Arledge, Vivian Watson, James Hutchins, and Burtchus Lathan. The following staff members were present: Willard Lewis, Dillard Morrow, Robert Harrison, Catherine Jolley, Fred Bayley, Bruce Waddingham, Mary Burgin, Karen Noel, and Karen Jans. Amy Revis of The Daily Courier and Jean Gordon of The Rutherford County News were also present. Special guest was Dr. Bill Davis of Planning and Development Associates, Inc. Chairman Page called the meeting to order at 5 pm.

Welcome New Trustee

Chairman Page welcomed Mr. James R. Hutchins to membership on the Board of Trustees.

Administering Oath of Office

Catherine Jolley, Notary Public, administered the Oath of Office to William Page, Jervis Arledge, and James Hutchins. Each Trustee's Oath of Office will be kept on permanent file in the Office of the President.

Approval of Minutes

A motion was made by Gordon Scott, seconded by Joe Miller, to approve the minutes of the regular meeting of May 10, 1994. The motion was unanimously approved.

Trustee Affairs

Dr. Bill Davis, President of Planning and Development Associates, Inc., reported to the board that he had interviewed approximately 110 people in the community regarding their perceptions of the college, the economy, and fundraising possibilities. Dr. Davis stated that he feels the money can be raised if a broad-based effort is used in the solicitation process and if the college makes the community aware of the full utilization of the facility. Dr. Davis further stated that "although I have worked with more than 30 colleges, I have never before found a single college which has received as many positive statements as has Isothermal Community College." Dr. Davis also stated that a written report will be

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forwarded to the President by mid-September. Dr. Lewis stated that when the report is received, he will ask the Board Chairman to call a meeting of the board to review and discuss the contents of the report.

President Lewis announced that the NCACCT Law Conference will be held on September 25-26, 1994, at the Research Triangle Park. He also announced that the ACCT 25th Annual Convention will be held in Chicago, Illinois on October 5-8, 1994. Dr. Lewis stated that those trustees wishing to attend either meeting should notify Glenda Scruggs as soon as possible.

Chairman Page announced the following committee appointments for 1994-95: (A-1)

OFFICERS

Bill Page	Chairman
Walter Dalton	First Vice Chairman
Gordon Scott	Second Vice Chairman
Frances Spratt	Secretary

EXECUTIVE COMMITTEE

Bill Page, Chairman	Gordon Scott
Walter Dalton	Frances Spratt

BUILDING COMMITTEE

Jimmy Tanner, Chairman	C. W. McCall
Al King	Burtchus Lathan
Joe Miller	Charles Tucker
Bill Page, Ex Officio	

FINANCE COMMITTEE

Jervis Arledge, Chairman	Walter Dalton
Jimmy Tanner	Gordon Scott
Bill Page, Ex Officio	

GROUNDS CARE AND IMPROVEMENT COMMITTEE

Al King, Chairman	Charles Tucker
Burtchus Lathan	Joe Miller
Bill Page, Ex Officio	

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LONG RANGE PLANNING COMMITTEE

Howard Olson, Chairman
 Al King
 Gordon Scott
 Bill Page, Ex Officio

Walter Dalton
 Joe Miller
 Jimmy Tanner

NOMINATING COMMITTEE

Walter Dalton, Chairman
 Bill Page, Ex Officio

Gordon Scott
 C. W. McCall

CURRICULUM

Frances Spratt, Chairman
 Charles Tucker
 Joe Miller
 Bill Page, Ex Officio

Vivian Watson
 James Hutchins
 Burtchus Lathan

PERSONNEL COMMITTEE

C. W. McCall, Chairman
 Jimmy Tanner
 Bill Page, Ex Officio

Jervis Arledge
 Frances Spratt

BY-LAWS COMMITTEE

Vivian Watson, Chairman
 Bill Page, Ex Officio

Jervis Arledge
 Howard Olson

An updated list of trustees with addresses and telephone numbers was distributed. (A-2)

A motion was made by Frances Spratt, seconded by Vivian Watson, to approve revisions to the College's Mission Statement. This action confirmed a telephone poll conducted on July 5, 1994, in which approval was granted by the trustees. The motion was unanimously approved. (A-3)

Business Affairs

President Lewis announced that a contract has been awarded to First Union National Bank to provide banking services for the college for the next five years. Dr. Lewis stated that this action

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was in response to bids solicited from banks on a list provided by the State of North Carolina. The banking contract will become effective September 1, 1994.

Dr. Morrow reported that the final inspection for the swimming pool dehumidification system was held on August 2, 1994, and that the installation was pronounced basically complete. There were a few punch list items but nothing of any significance.

President Lewis reviewed the State Budgets Over the Years, the Rutherford County Budgets Over the Years, the Polk County Budgets Over the Years, and the 1994-95 Rutherford and Polk County Budget Appropriations with the Board. (A-4, A-5, A-6, A-7 and A-8)

A motion was made by Gordon Scott, seconded by Charles Tucker, to approve the State, Local, and Institutional Budgets and to adopt the appropriate budget resolution for 1994-95. The motion was unanimously approved. (A-9)

A motion was made by Joe Miller, seconded by Burtchus Lathan, to approve budget revisions as presented by Controller Jolley. This motion was unanimously approved.

President Lewis announced that gifts, grants, and donations totaling \$45,345.83 have been received from May 1, 1994 through July 31, 1994. A motion was made by Jervis Arledge, seconded by Frances Spratt, to accept these gifts and donations. The motion was unanimously approved. (A-10)

Personnel

President Lewis announced the following resignations:

- a. Don Alexander, Electronics Instructor, May 31, 1994
- b. Pam Huntley, Supplemental Instruction Coordinator, August 9, 1994
- c. Patti Lawing, ADN Instructor, May 30, 1994
- d. Melanie Smith, Counselor/Recruiter, August 4, 1994
- e. Curtis Vance, Systems Administrator, August 31, 1994

President Lewis announced the retirement of the following personnel:

- a. Evelyn Heflin, Child Care Instructor, August 31, 1994
- b. Joseph "Jack" Sauve, Auto Service Technology Instructor, August 31, 1994

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A motion was made by Gordon Scott, seconded by Vivian Watson, to approve a contract for Mohamed ElGazzar, Electronics Instructor, August 8, 1994 - May 31, 1995. The motion was unanimously approved. (A-11)

A motion was made by C. W. McCall, seconded by Burtchus Lathan, to approve a contract for Betty Harris, Child Care Instructor, September 1, 1994 - May 31, 1995. The motion was unanimously approved. (A-11)

A motion was made by Howard Olson, seconded by Charles Tucker, to approve a contract for Ethel Patterson, ADN Instructor, September 15, 1994 - June 30, 1995. This motion was unanimously approved. (A-11)

A motion was made by Vivian Watson, seconded by Burtchus Lathan, to approve contracts for 9 and 12 month faculty for 1994-95. The motion was unanimously approved. (A-12)

Other Business

Dr. Karen Noel presented an update on the activities now in progress for the College's reaccreditation by Southern Association of Colleges and Schools. Dr. Noel distributed a copy of the SACS schedule from the 1994-96 College Plan and stated that two years have passed since the last College Plan with items on organizing and conducting the Self-Study was presented to the board. Dr. Noel stated that during the summer months, the self-study committee reports have been consolidated and edited prior to printing the draft. The draft will be distributed for college-wide review in September, 1994. Dr. Noel stated that the final self-study report is due in December, 1994. Dr. Noel further stated that the focus for fall and winter will be in making preparations for the Visiting Committee's arrival in March, 1995. The remainder of the year will be devoted to responding to the Visiting Committee's suggestions and recommendations. Action on the college's reaffirmation of accreditation will be taken at the SACS Annual Convention in December, 1995.

President Lewis made the following announcements:

- a. College Convocation - August 31, 1994
- b. Fall Orientation and Registration - September 1, 1994
- c. Labor Day Holiday - College Closed - September 5, 1994
- d. First Day of Classes - September 6, 1994

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President Lewis announced that Board meeting dates for 1995:

Tuesday, February 14, 1995	Tuesday, May 9, 1995
Tuesday, August 8, 1995	Tuesday, November 14, 1995

The next regularly scheduled board meeting will be held on Tuesday, November 8, 1994.

The following materials were distributed:

- a. Community College Laws of North Carolina
- b. North Carolina Association of Community College Trustees History (a section of the NCACCT Handbook)
- c. 1995 Pocket Calendar Refills

The meeting adjourned at 6:05 pm.



CHAIRMAN



SECRETARY