

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
FEBRUARY 14, 1995

The Board of Trustees of Isothermal Community College met on Tuesday, November 14, 1995, in the Management Seminar Room of the Business Education Building. The following trustees were present: William Page, Chairman; Walter Dalton, Jimmy Tanner, Jervis Arledge, Vivian Watson, Howard Olson, C. W. McCall, Charles Tucker, Burtchus Lathan, James Hutchins, Frances Spratt, Gordon Scott and Trudy Hamilton, President of the Student Government Association. The following staff members were present: Willard Lewis, Dillard Morrow, Robert Harrison, Catherine Jolley, Karen Noel, Helyn Lowery and Scott Scheer. Amy Revis from The Daily Courier was also present. Chairman Page called the meeting to order at 5:13 pm.

Approval of Minutes

A motion was made by Jervis Arledge, seconded by Jimmy Tanner, to approve the minutes of the regular meeting of November 8, 1994. The motion was unanimously approved.

Resolution of Appreciation and Respect

A motion was made by Gordon Scott, seconded by Vivian Watson, to approve a Resolution of Appreciation and Respect for Mr. Robert Alvin King for his many years of dedicated service. The Board unanimously approved this resolution and directed that it be included in the permanent minutes as a testimonial of the high esteem in which Al King was held by the Board of Trustees.

Trustee Affairs

President Lewis announced that the capital campaign fund has approximately \$8.7 million on hand. Dr. Lewis announced that contacts have been made and positive responses have been received from both businesses and industries. The official campaign "kick-off" is scheduled for March 1, 1995, beginning at 5:30 pm in the Student Affairs Center. Dr. Lewis stated that each of the trustees will receive an official invitation.

President Lewis stated that during the recent Self-Study it was discovered that the college did not have a Cash Management/Investment Policy. Dr. Lewis stated that since the policy is a requirement of Southern Association of Colleges and Schools, the Board of Trustees needed to establish procedures for the receipt, deposit, disbursement and investment of college funds. Dr. Lewis stated that the policy will be evaluated periodically by the Finance Committee and a report will be made to the Board of Trustees. A motion was made by Jimmy Tanner, seconded by Burtchus Lathan, to approve the Cash Management/Investment Policy. This motion was unanimously approved. (A-1)

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Business Affairs

President Lewis reported that the FTE Audit conducted at Isothermal Community College in January, 1995, reflected no audit exceptions and only one minor area of concern in which a class was miscoded. Dr. Lewis stated that the FTE audit was basically a clean audit.

President Lewis announced that gifts, grants and donations totaling \$4,951.94 have been received from November 1, 1994 through January 31, 1995. A motion was made by Charles Tucker, seconded by Walter Dalton, to accept these gifts and donations. The motion was unanimously approved. (A-2)

A motion was made by Gordon Scott, seconded by James Hutchins, to approve budget revisions as presented by Controller Jolley. This motion was unanimously approved.

Academic Affairs

Dr. Robert Harrison reported that due to low enrollment for the past two years, he recommended that the Auto Mechanics Program be suspended. Dr. Harrison stated that the space now utilized by the Auto Mechanics Program will be used for employee training in the New and Expanding Industry Program. Isothermal Community College has been asked to train 20-25 employees for Plastic Packaging Incorporated, a plant which will be completed within the next 12-18 months. Training for these employees will take 9 months. The Auto Mechanics Lab will be equipped this summer in preparation for classes to begin in the fall. Dr. Harrison stated that the college chose to suspend Auto Mechanics at this time in order to make more effective use of the space.

Personnel

President Lewis announced the resignation of Karen Jans, Public Information Officer effective December 16, 1994.

President Lewis announced that contracts have been issued to the following employees:

- a. Scott Scheer, Public Information Officer, January 30, 1995 - June 30, 1995.
- b. Audrey Sherrill, Career Development and Testing Counselor, February 6, 1995 - June 30, 1995.

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President Lewis announced the retirement of Letty Biggerstaff, Secretary to the Development and Public Information Officers effective January 31, 1995.

A motion was made by Gordon Scott, seconded by Frances Spratt, to approve a request made by Tim Beaver, Math Instructor, for an extension of time in order to complete the advanced study courses required to satisfy Board Policy 803. The motion was unanimously approved.

A motion was made by Charles Tucker, seconded by Jervis Arledge, to approve the Letters of Intent for 1995-96. The motion was unanimously approved. (A-4)

Other Business

Dr. Karen Noel announced that the SACS Visiting Team will be on our campus March 20-23, 1995. Dr. Noel reported that Dr. Willis Holcombe, SACS Visiting Chair, was on campus January 11, 1995, and met with Dr. Lewis, the SACS Local Arrangements Committee, Steering Committee and the Management Team to review the details of the visit. Dr. Noel stated that Dr. Holcombe has drafted a letter to Southern Association informing them that the College is ready to receive the visiting team in March. Dr. Noel reported that final copies of all the Self-Study materials are currently in the print shop. Dr. Noel stated that an Addendum to the Self-Study containing college responses to self-study findings is being prepared and will be distributed to board members. Dr. Noel announced that a banquet will be held on Monday, March 20, 1995, for the Visiting Team, Steering and Local Arrangements Committees, and Trustees. Dr. Lewis asked board members to reserve that date. Invitations will be forthcoming.

President Lewis made the following announcements:

1. February - Black History Month
2. Vocational Education Week - February 12-18, 1995
3. ICC Golf Tournament, Apple Valley - March 29, 1995
4. Isothermal Challenge Championship - March 27, 1995,
Library Auditorium
5. Deadline for Eaves Nominations - March 31, 1995

The following materials were distributed:

1. The Patriot - December, January, February issues
2. College Plan 1994-96
3. NCACCT Trustee Handbook Revisions

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The meeting adjourned at 5:54 pm.

After the conclusion of the board meeting, trustees were invited to participate in an Institutional Effectiveness Workshop presented by members of the Institutional Effectiveness Committee.

William J. Page
CHAIRMAN

Francis H. Spratt
SECRETARY

RESOLUTION

WHEREAS, Robert Alvin King was appointed to the Board of Trustees of Isothermal Community College by the Governor of North Carolina in 1987 and served tirelessly until his death on November 11, 1994, and

WHEREAS, Al King served as Chairman of the Board of Trustees from April, 1993 until January, 1994, and during his service on the Board of Trustees, he also served as Chairman of the Building Committee, Chairman of the Grounds Care and Improvement Committee, Chairman of the Executive Committee and as a member of the Finance Committee and the By-Laws Committee, and

WHEREAS, Al King sought out and accepted opportunities to serve not only Isothermal Community College but also the entire Rutherford County community, a community for which he had deep feelings, and

WHEREAS, Al King served the cause of education in Rutherford County by serving as Chairman of the Citizens for Better Schools Steering Committee and as a member of the Blue Ribbon School Committee, and


WHEREAS, Al King was a dedicated community servant, a leader in the cause of education, and a friend.

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

1. That the deep sympathy of each member of the Board of Trustees of Isothermal Community College be extended to the family of Robert Alvin King; that this resolution stand as a measure of the appreciation and esteem held for the life of this dedicated colleague, and for his dedicated support of and service to Isothermal Community College.
2. That this resolution be included as a part of the minutes of this meeting as a permanent testimonial to the memory and high esteem in which Robert Alvin King was held by the members of the Board of Trustees of Isothermal Community College.
3. That a copy of this resolution be furnished to the members of the family of Robert Alvin King.

Approved this day, February 14, 1995

Willard L. Lewis, President
Isothermal Community College


William T. Page, Chairman
Isothermal Community College
Board of Trustees