

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
NOVEMBER 14, 1995
MINUTES

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: Walter Dalton, Chairman; Gordon Scott, Jimmy Tanner, Jervis Arledge, C. W. McCall, Theresa Calhoun, Howard Olson, Charles Tucker, Bill Page, Bobby England, Joe Miller, James Hutchins and Crystal Hoppes, Student Government Association President. The following staff were present: Willard Lewis, Dillard Morrow, Robert Harrison, Catherine Jolley, Bruce Waddingham, Fred Bayley Karen Noel and Scott Scheer. Amy Revis from The Daily Courier and a representative from Northland Cable News were also present. Chairman Dalton called the meeting to order at 5:02 pm.

Approval of Minutes

A motion was made by Jervis Arledge, seconded by James Hutchins, to approve the minutes of the regular meeting of August 29, 1995, and the called meeting of October 2, 1995. The motion was unanimously approved.

Trustee Affairs

President Lewis announced that John Tabor with Middleton and McMillan Architects will be on campus November 15, 1995, to review the building plans with the various constituencies on campus who have an interest in the building. Dr. Lewis announced that the architect plans to meet with the trustees at 5 pm on November 15, however, a trustee may attend any of the following scheduled meetings if it is more convenient:

Continuing Education Division	9:00 am
Open Meeting	10:30 am
Management Team	2:00 pm
Open Meeting	3:30 pm
Trustees	5:00 pm

The meetings will be held in the Management Seminar Room of the Business Education Building.

President Lewis announced that \$10,252,000 has been raised for the Capital Campaign Fund as of this date. President Lewis stated that although the college has met its original goal of \$10.2 million, the amount to be raised has changed due to an increase in construction costs over the past few years. Dr. Lewis stated that the college is still actively seeking funds to cover the increase in construction costs.

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President Lewis stated that the college has a need, from time to time, to consult with an attorney. Dr. Lewis stated that to prevent the possibility of a conflict of interest, the college does not seek official consultation with the attorneys on the Board. Dr. Lewis requested that if anyone knew of an attorney who had experience in community college law, he would appreciate it if they would refer those people to him.

President Lewis announced that the North Carolina Community College System produces a publication entitled, Campus Highlights. Dr. Lewis distributed and discussed information Scott Scheer, Public Information Officer, plans to submit to the Community College System for publication. Dr. Lewis stated that Isothermal Community College will be featured in an upcoming issue.

Business Affairs

President Lewis announced that gifts, grants and donations totaling \$4,744.80 had been received from August 1, 1995 through October 31, 1995. A motion was made by Joe Miller, seconded by Bill Page, to accept these gifts and donations. The motion was unanimously approved. (A-1)

A motion was made by Bill Page, seconded by Jimmy Tanner, to approve budget revisions as presented by Controller Jolley. This motion was unanimously approved.

President Lewis announced that the Polk County Campus received \$267,000 in state bond money which requires no match. An additional \$129,000 is available to them but it must be matched. The total package is worth \$525,000. The administration of the Polk County Campus and the Polk County Trustees have indicated that they would like to add an additional 2,000 sq. feet to the existing 12,000 sq. ft. facility. Dr. Lewis requested that the Board authorize the college administration to secure the services of an architect to begin the pre-planning phase for the Polk County Campus expansion. The money to pay the architect would come from the \$267,000 which is now available. A motion was made by Howard Olson, seconded by Bill Page, to authorize the administration to seek the services of an architect to begin the pre-planning phase of the project. The motion was unanimously approved.

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President Lewis announced that the skylight in the building on the Polk County Campus was in urgent need of repair. The skylight will cost \$7,000 to repair. The Polk County Foundation has indicated that they will pay half the cost of the repair if the College Board of Trustees will pay the other half. Dr. Lewis indicated that he had corresponded with the Polk County Commissioners and they feel this problem is not their responsibility and will not allocate any funding toward the cost of the repair. Dr. Lewis requested that the Board pay the remaining half of the repair to the skylight from Old Construction Funds which the college has available. A motion was made by Bill Page, seconded by Howard Olson, to authorize the college administration to spend \$3,500 from Old Construction Funds to repair the skylight. The motion passed with Jervis Arledge dissenting.

President Lewis announced that the Soil Conservation Service has indicated that a breach analysis has determined that the college dam is in the high hazard category. The college dam classification has gone from a Class A (no hazard) to a Class C (high hazard) since it was built. Because of the high hazard rating, the Soil Conservation Service will be unable to conduct an engineering study for the college. Dr. Lewis requested that the Board approve funding, from Old Construction Funds, to hire a private engineer to conduct the study. Dr. Lewis stated that typically an engineer charged 6% - 8% of the total project cost. A motion was made by Bill Page, seconded by Joe Miller, to authorize funding from Old Construction Funds, to hire an engineer to conduct a study on repairing the dam. The motion was unanimously approved.

Academic Affairs

President Lewis reported on the regulations and findings of the Isothermal Community College Continuing Education Classes Internal Audit Operating Procedures. Dr. Lewis shared copies of the Summer, 1994, Fall, 1994, Winter, 1994-95, and Spring, 1995 accountability and credibility results with the Board and stated that the college is in compliance. (A-2)

President Lewis announced that in the Fall of 1997 all of the community colleges in the State of North Carolina will move toward a semester system hour of accounting credit. Every course will be assessed and re-written. There will be a common course catalog and a common numbering system for all courses. Dr. Lewis stated that the next two years will be very challenging as the college deals with regionalization, evaluating programs, and focuses on credentials, degrees and diplomas. (A-3)

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Personnel

President Lewis announced the following resignations:

1. Burr Beard, Station Manager, WNCW Radio, October 31, 1995
2. George Scheibner, Operations Director, WNCW Radio, October 31, 1995
3. June Steele, ADN Instructor, August 30, 1995
4. Donna Wylie, Fire/Health Coordinator, October 20, 1995

A motion was made by Jimmy Tanner, seconded by Gordon Scott, to approve contracts for the following personnel: (A-4)

1. Lisa Eppinette, ADN Instructor, November 20, 1995
2. Stephen Patrick O'Brien, BLET Instructor, November 13, 1995

Other Business

Dr. Karen Noel reported that reaffirmation of accreditation announcements will be made at the December SACS meeting in Atlanta. The Chair of our Visiting Committee communicated informally and unofficially that Isothermal's response was well done. No other official communication has been received and none is anticipated prior to the December meeting.

President Lewis distributed A Manual For Trustees to those trustees who did not get a copy at the Regional Trustees Meeting in Hickory.

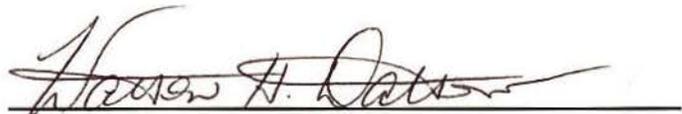
President Lewis made the following announcements:

1. Architect's Visit, November 15, 1995, Blue Room, Business Education Building
2. Thanksgiving Holidays
 - a. November 22, 1995 (Staff leaves at 1 pm)
 - b. November 23, 1995
 - c. November 24, 1995
3. Faculty/Staff/Trustees Christmas Luncheon, Rutherfordton Club House, December 4, 1995, 12 noon. **Please let Glenda Scruggs know by November 27, 1995, if you plan on attending. Trustees will be guests of the college.**

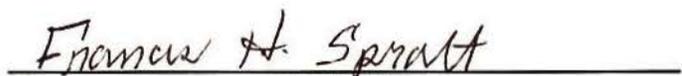
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4. Winter Holidays
- a. December 20, 1995 (Staff leaves at 1 pm)
 - b. December 21, 1995
 - c. December 22, 1995
 - d. December 25, 1995
 - e. December 26, 1995 (Taken in lieu of Memorial Day)
 - f. December 27, 1995 (Vacation)
 - g. December 28, 1995 (Vacation)
 - h. December 29, 1995 (Vacation)
 - i. January 1, 1996
 - j. Classes resume January 2, 1996
5. Martin Luther King, Jr. Holiday - January 15, 1996

The meeting adjourned at 6:03 pm.



CHAIRMAN



SECRETARY