

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
MAY 14, 1996

The Board of Trustees of Isothermal Community College met on Tuesday, May 14, 1996, in the Management Seminar Room of the Business Education Building. The following trustees were present: Walter Dalton, Chairman; Jervis Arledge, Vivian Morris, Frances Spratt, James Hutchins, C. W. McCall, Howard Olson, Theresa Calhoun, Bill Page, Bobby England, Gordon Scott, Charles Tucker, and Crystal Hoppes, Student Government Association President. The following staff members were present: Willard Lewis, Dillard Morrow, Catherine Jolley, Helyn Lowery, Nancy Womack, Bruce Waddingham, Fred Bayley, and Scott Scheer. Amy Revis from **The Daily Courier** was also present. Chairman Dalton called the meeting to order at 5:07 pm.

Approval of Minutes

A motion was made by Charles Tucker, seconded by Bill Page, to approve the minutes of the regular meeting of February 13, 1996. The motion was unanimously approved.

Trustee Affairs

Dr. C. W. McCall, Chairman of the Personnel Committee, reported that the recent presidential evaluation was very positive. Dr. McCall stated that a copy of President Lewis' evaluation will be mailed to the State President in Raleigh.

President Lewis announced that the North Carolina Association of Community College Trustees' Executive Committee approved a new budget formula and a proposed budget for 1996-97 for presentation to the full membership on June 6. If approved, the formula would result in a dues increase for the community colleges. At the same time, the association services would be increased. After discussion, a motion was made by Gordon Scott, seconded by Howard Olson, opposing the dues increase due to the fact that the size of the increase has not been detailed sufficiently for us to feel comfortable with an additional employee being added. The Board of Trustees questions the effectiveness of hiring an additional person and without further information to justify the employment of such a person, the Board of Trustees must oppose the recommendation at this time. The motion was unanimously approved. President Lewis was directed to draft a letter to the Association expressing the sentiments of the Board of Trustees.

President Lewis stated that according to North Carolina General Statutes Chapter 115D-19(b), "a Board of Trustees may...declare vacant the office of a member who, without justifiable excuse, does not participate within six months of appointment in a trustee orientation and education session sponsored by the North Carolina

Isothermal Community College
 Meeting of Board of Trustees
 May 14, 1996
 Page 2

Association of Community College Trustees." Dr. Lewis stated that Mrs. Frances Spratt was unable to participate in an orientation/education session sponsored by NCACCT in the 1995-96 fiscal year due to surgery. A motion was made by Jervis Arledge, seconded by Bill Page, excusing Mrs. Spratt's absence from attending the session. This motion was unanimously approved. President Lewis was directed to draft a letter to the Association stating that the Board of Trustees feel that Mrs. Spratt had a justifiable excuse.

President Lewis announced that the Annual Business Meeting of the North Carolina Association of Community College Trustees will be held on June 6, 1996, in Greensboro, North Carolina. Dr. Lewis stated that this meeting will be immediately prior to the official opening of the ACCT Southern/Northeast Regional Meeting. Dr. Lewis requested that trustees notify Glenda Scruggs immediately if they plan to attend.

Dr. Dillard Morrow reported that the architects are working on the design and development phase of the construction project. These plans should be available for review in a few weeks. Dr. Morrow stated that it looks as if we are on schedule and should be able to let bids in October, 1996.

Upon recommendation of the Nominating Committee, a motion was made by Bill Page, seconded by Vivian Morris, that the following slate of officers be approved for 1996-97:

Chairman	Walter Dalton
1st Vice Chairman	Gordon Scott
2nd Vice Chairman	Jimmy Tanner
Secretary	Howard Olson

The motion was unanimously approved.

Business Affairs

Upon recommendation of the Finance Committee, a motion was made by Jervis Arledge, seconded by Bill Page, to approve the 1996-97 Rutherford County Local Budget request in the amount of \$1,364,698. The current expense portion of the budget request is an increase of 4.9 percent, from \$1,037,609 to \$1,088,650. A motion was made by Jervis Arledge, seconded by Bill Page, to approve the Polk County Local Budget request in the amount of \$85,560. Both budget requests were unanimously approved. (A-1, A-2)

Isothermal Community College
Meeting of Board of Trustees
May 14, 1996
Page 3

President Lewis announced that the recent financial audit of Isothermal Community College for the year ended June 30, 1995, disclosed no audit exceptions or recommendations.

A motion was made by Gordon Scott, seconded by Frances Spratt, to approve budget revisions as presented by Controller Jolley. The motion was unanimously approved.

Upon recommendation of the State Auditor's Office, a motion was made by Vivian Morris, seconded by Bill Page, to approve the write off of returned checks in the amount of \$1,813.22. Dr. Lewis stated that all efforts have been exhausted to collect these funds and therefore requested that the Board approve the write off of these returned checks as an operating loss. This motion was unanimously approved. (A-3)

President Lewis announced that gifts, grants, and donations totaling \$34,341.53 have been received from February 1, 1996 to May 1, 1996. A motion was made by Charles Tucker, seconded by James Hutchins, to accept these gifts and donations. The motion was unanimously approved. (A-4)

President Lewis announced that Ogden Environmental and Engineering Services, the engineering firm hired to conduct the study on the dam project, has submitted a cost repair estimate of \$111,000. Dr. Lewis stated that the State and the engineering firm are trying to determine what the engineering fee will be. If they don't agree on the fee, another engineering firm will be chosen.

Academic Affairs

President Lewis announced that the college has submitted an application to the State for approval to include Networking Technologies (T-237) as part of the college's curriculum. Dr. Lewis stated that the college has conducted a business and industry survey to determine labor demand for networking skills for the next five years. Dr. Lewis further stated that a community college class in Networking Fundamentals was surveyed. Students responding showed a very high interest in a Networking Curriculum.

Dr. Nancy Womack announced that Isothermal Community College, Cleveland Community College, and Western Piedmont Community College have been designated as sites chosen by Appalachian State University to offer the Bachelors Program in Business Management, Elementary Education and Social Work. In order to be fair, students in the program will rotate between the three colleges each year. The first year, Business Management will be taught at

Isothermal Community College
Meeting of Board of Trustees
May 14, 1996
Page 4

Western Piedmont, Elementary Education will be taught at Cleveland Community College and Social Work will be taught at Isothermal Community College. Criteria for entry into the program includes an AA or AS Degree from a community college. Appalachian will accept 30-35 students per class and it will take three years to complete the program. Dr. Womack stated that it was a good opportunity for our students in College Transfer to complete the Bachelors Program without leaving home. Currently, the Bachelors Program in Business Management is being offered on the Isothermal Community College campus by Gardner-Webb University and Montreat-Anderson College.

Personnel

President Lewis announced the following resignations:

1. Leonard L. "Pete" Byers, Machinist Instructor, June 1, 1996
2. Wanda Lu Greene, News Director, WNCW Public Radio, July 1, 1996

A motion was made by Gordon Scott, seconded by Charles Tucker, to approve contracts for the following personnel: (A-5)

1. Cathey Dobbins, Workplace Literacy Instructor, Cone Mills, February 13, 1996 - June 30, 1996
2. Charlene Merritt, Workplace Literacy Instructor, Cone Mills, February 19, 1996 - June 30, 1996
3. Lawrence Brotherton, Workplace Literacy Director, Sara Lee Knit, February 26, 1996 - June 30, 1996
4. Steve Sox, Station Manager, WNCW Public Radio, March 25, 1996 - June 30, 1996
5. Phoua Kue, Cosmetology Instructor, April 1, 1996 - June 30, 1996

The motion was unanimously approved.

A motion was made by Frances Spratt, seconded by Vivian Morris, to approve Educational Leave, with pay, contingent upon funding, for the following personnel:

1. Pam Webb, Math Instructor, June - August 31, 1996
2. Chris Koone, Business Instructor, May 21, 1996 - August 7, 1996
3. Ronnie Connor, Director of Small Business Center, May 20, 1996 - July 31, 1996

The motion was unanimously approved.

Isothermal Community College
Meeting of Board of Trustees
May 14, 1996
Page 5

A motion was made by James Hutchins, seconded by Vivian Morris, to approve Leave Policy Revisions. This motion was unanimously approved. (A-6)

Other Business

President Lewis made the following announcements:

1. Awards Day, May 21, 1996, 12 Noon, Library Auditorium
2. Commencement, Monday, June 3, 1996, 7:30 pm, Dr. James B. Dixon, Vice President of Academic and Student Affairs, NC Community College System, Speaker
3. Adult High School Graduation, Tuesday, June 4, 1996, 7:30 pm, Mr. Rick Furse, Director of Quality Improvement, Stonecutter Mills Corporation, Speaker
4. Independence Day, July 4, 1996 - **College Closed**

The following materials were distributed:

1. **Community College Laws of North Carolina** (1995 Edition)
2. **RIPPLES Magazine**
3. **PIO Tip-OFF Sheet**

The meeting adjourned at 6:03 pm.


CHAIRMAN


SECRETARY