

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
AUGUST 27, 1996

MINUTES

The Board of Trustees of Isothermal Community College met on Tuesday, August 27, 1996, in the Management Seminar Room of the Business Education Building. The following trustees were present: Walter Dalton, Chairman; Jimmy Tanner, Bill Page, Jervis Arledge, James Hutchins, Howard Olson, C. W. McCall, Frances Spratt, Joe Miller, Theressa Calhoun, Charles Tucker, and Jaye Thomas, Student Government Association President. The following staff were present: Willard Lewis, Dillard Morrow, Catherine Jolley, Robert Harrison, Helyn Lowery, Bruce Waddingham, Fred Bayley and Scott Scheer. Amy Revis from The Daily Courier and Paul Folger from Northland Cable were also present. Chairman Dalton called the meeting to order at 5:00 pm.

Welcome

Chairman Dalton announced that Ms. Theressa Calhoun and Mr. Gordon Scott have been re-appointed to membership on the Board of Trustees. Chairman Dalton welcomed Jaye Thomas, Student Government Association President, to membership on the Board as an ex-officio member.

Administration Oath of Office

Catherine Jolley Bailey, Notary Public, administered the Oath of Office to Theressa Calhoun. Mr. Gordon Scott, who was not present, will be sworn into office at the next meeting of the Board of Trustees. Ms. Calhoun's Oath of Office will be kept on permanent file in the Office of the President.

Approval of Minutes

A motion was made by Jimmy Tanner, seconded by Joe Miller, to approve the minutes of the regular meeting of May 14, 1996. The motion was unanimously approved.

Trustee Affairs

Chairman Dalton announced the following committee appointments for 1996-97: (A-1)

OFFICERS

Walter Dalton
Gordon Scott
Jimmy Tanner
Howard Olson

Chairman
First Vice Chairman
Second Vice Chairman
Secretary

Isothermal Community College
Meeting of Board of Trustees
August 27, 1996
Page 2

EXECUTIVE COMMITTEE

Walter Dalton, Chairman
Howard Olson

Gordon Scott
Jimmy Tanner

BUILDING COMMITTEE

Jimmy Tanner, Chairman
C. W. McCall
Bobby F. England
Walter Dalton, Ex Officio

Gordon Scott
Bill Page
James Hutchins

FINANCE COMMITTEE

Jervis Arledge, Chairman
Bobby F. England
Walter Dalton, Ex Officio

Gordon Scott
Jimmy Tanner

GROUNDS CARE AND IMPROVEMENT COMMITTEE

Charles Tucker, Chairman
C. W. McCall
Walter Dalton, Ex Officio

Howard Olson
Joe Miller

LONG RANGE PLANNING COMMITTEE

Howard Olson, Chairman
Jimmy Tanner
Walter Dalton, Ex Officio

Bill Page
Joe Miller
James Hutchins

NOMINATING COMMITTEE

Bill Page, Chairman
Walter Dalton, Ex Officio

Theressa Calhoun
C. W. McCall

CURRICULUM COMMITTEE

Frances Spratt, Chairman
James Hutchins
Joe Miller
Walter Dalton, Ex Officio

New Appointee
Charles Tucker
Bill Page
Jaye Thomas, SGA President

Isothermal Community College
Meeting of Board of Trustees
August 27, 1996
Page 3

PERSONNEL COMMITTEE

Jimmy Tanner, Chairman
Frances Spratt
Walter Dalton, Ex Officio

Charles Tucker
Theressa Calhoun

BY-LAWS COMMITTEE

Bill Page, Chairman
New Appointee
Walter Dalton, Ex Officio

Jervis Arledge
Howard Olson

An updated list of trustees' names and addresses was distributed.
(A-2)

President Lewis announced that the architect indicated in July that construction costs had escalated between 25% - 30% since the planning phase of the Continuing Education/Conference Center. The increase in construction costs would mean that the college would need to raise an additional \$2.5 million in order to finance the project. Dr. Lewis stated that the Finance and Building Committees have met and made reductions in order to bring the project back in line. Dr. Lewis stated that if the bids come in lower than anticipated, the building will be completed as planned. If the bids are what the architect expects or higher, the building will need to be completed as we go along. Dr. Lewis stated that the architect expects plans to be ready to go out for bids by January, 1997.

Chairman Dalton announced that the President's salary supplement, which was cut by the County Commissioners, will be paid for with private funds. The funds had already been donated to the college and were in the President's Discretionary Fund. Permission was granted from the donors to use the money this way for this year only. Mr. Dalton stated that through the generosity of the donors, the Board is now able to fulfill its contractual obligation.

A motion was made by Jimmy Tanner, seconded by Bill Page, for approval of \$2,000 to the North Carolina Association of Community College Trustees for annual membership dues. The motion was unanimously approved.

Business Affairs

Dr. Dillard Morrow announced that \$7,500 has been allocated by Balboa Insurance Company to repair the skylight on the Polk County Campus.

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 1996-97 Rutherford and Polk County Budget Appropriations with the Board. (A-3, A-4, A-5, A-6 and A-7)

A motion was made by Joe Miller, seconded by Jervis Arledge, to approve the College Budget (DCC 2-1 Form) State, Local and Institutional Budgets and to adopt the appropriate budget resolution for 1996-97. This motion was unanimously approved. (A-8) Mr. Howard Olson, Secretary to the Board, was requested to draft a resolution to the Rutherford County Commissioners expressing the Board of Trustees' displeasure and disappointment with the 28% decrease in funding for the college. (Attachment)

Catherine Jolley Bailey, Controller, announced that there were no budget revisions to consider.

President Lewis announced that gifts, grants and donations totaling \$36,984.95 have been received from May 1, 1996 through July 31, 1996. A motion was made by Frances Spratt, seconded by Charles Tucker, to accept these gifts and donations. The motion was unanimously approved. (A-9)

Academic Affairs

Reengineering Update

Dr. Robert Harrison, Vice President for Academic and Student Affairs, announced that Isothermal Community College is in the process of redesigning all programs in the semester format by drawing down from the Common Course Library those courses which most nearly parallel current courses and meet the new distribution requirements. Dr. Harrison stated that we are redesigning programs to accommodate students with basic skill deficiencies by integrating development courses with introductory and foundation program courses.

Dr. Harrison further stated that in order to help students make the transition to semesters, the college is developing curriculum crosswalks to determine course equivalencies for post conversion assessment of program completions. Students are strongly

Isothermal Community College
Meeting of Board of Trustees
August 27, 1996
Page 5

encouraged to complete sequence courses in the quarter format this year to avoid mixing quarter and semester course content which might overlap in the semester format. Students seeking to improve their GPA by retaking courses with a grade of "D" or "F" must also do so before quarter courses are no longer offered.

Dr. Harrison stated that in order to accommodate a fall 1997 semester start in mid August, the summer and spring terms will each be one week shorter; however required contact time will be maintained by lengthening class periods appropriately. These measures will allow for the 1997 fall semester to close before the Christmas break. Full semester conversion will commence with the 1997 fall semester. (Attachment)

Critical Success Factors

Dr. Harrison announced that in 1993, the General Assembly passed a special provision on accountability. The special provision mandated that the State Board of Community Colleges review the critical success factors and measures for the purpose of establishing performance standards for these measures that would indicate colleges' progress in addressing Community College System goals. Isothermal Community College has performed well on these factors meeting or exceeding System averages on nearly all factors. No recommendations regarding our meeting established performance standards have been received.

Personnel

President Lewis announced the following resignations:

- a. Anita Sny, Workplace Literacy Instructor, Cone Mills, July 31, 1996
- b. Lawrence Brotherton, Workplace Literacy Director, Sara Lee Knit Products, August 31, 1996

A motion was made by Bill Page, seconded by Joe Miller, to approve maternity leaves for the following employees:

- a. Lisa Padgett, Secretary, Dean of Student Services, September 16, 1996 - January 2, 1997
- b. Susan Kennedy, Campus Print Shop Assistant, September 3, 1996 - October 14, 1996
- c. Ruby Arrowood, Secretary, Business and Industry Services, July 1, 1996 - October 22, 1996

This motion was unanimously approved.

Isothermal Community College
Meeting of Board of Trustees
August 27, 1996
Page 6

A motion was made by Howard Olson, seconded by Charles Tucker, to approve contracts for the following personnel: (A-11)

- a. Scott Brady, Machinist Instructor, August 12, 1996 - June 30, 1997
- b. Jodie A. Giancola O'Brien, Supplemental Instruction Coordinator, September 1, 1996 - June 30, 1997
- c. Vicki Covington, Developmental Reading Instructor, September 1, 1996 - June 30, 1997

The motion was unanimously approved.

Other Business

President Lewis made the following announcements:

- a. Labor Day Holiday - **College Closed** - September 2, 1996
- b. College Convocation - September 3, 1996
- c. Fall Orientation and Registration - September 4, 1996
- d. First Day of Classes, September 6, 1996

President Lewis announced the Board meeting dates for 1997:

Tuesday, February 11, 1997	Tuesday, August 12, 1997
Tuesday, May 13, 1997	Tuesday, November 11, 1997

The next regularly scheduled board meeting will be held on Tuesday, November 12, 1996.

The meeting adjourned at 5:36 pm.



CHAIRMAN



SECRETARY

RESOLUTION

WHEREAS, The funding pattern of the North Carolina Community College System requires the political jurisdiction in which the community college is located to provide the financial support for maintenance of that college; and

WHEREAS, The locally generated support budget for every college in the North Carolina Community College System traditionally includes institution and administration categories that provide personnel resources, and latitude and incentives to enable the effective management and conduct of the college; and


WHEREAS, The 1995 North Carolina General Assembly directed the North Carolina Community College System to be especially concerned with preparing citizens to be effective contributors to the workplace, as well as with the traditional roles that the System has observed over the past since its inception; and

WHEREAS, Isothermal Community College has an exemplary record for serving the Rutherford and Polk County communities, as demonstrated by the number of enrollments in the academic year 1994-1995 in the College's five categories of instruction/subject areas--5284 in Curriculum, 4192 in Literacy, 4140 in Occupational Extension and Community Services, 137 in Human Resource Development, and 4012 in Self-Supporting Classes; and

WHEREAS, Isothermal Community College has established itself as integral to the cultural and economic life of Rutherford and Polk Counties, economic impact alone estimated to be roughly \$14 for each \$1 invested by the two Boards of County Commissioners.

THEREFORE, LET IT BE KNOWN that the sharp reduction by the Rutherford County Board of Commissioners of the Isothermal Community College budget request for academic year 1996-1997, does not demonstrate confidence in the value of the College to the Rutherford County Commissioners; and that their actions have deterred the progress of the College and could result in diminution of the effectiveness of the College; and that the budgetary actions of the Rutherford County Commissioners have been accepted with profound concern and disappointment by the Isothermal Community College Board of Trustees.

Approved, August 27, 1996.


Howard Olson, Secretary
Isothermal Community College
Board of Trustees