

ISOTHERMAL COMMUNITY COLLEGE  
MEETING OF BOARD OF TRUSTEES  
NOVEMBER 11, 1997  
MINUTES

The Board of Trustees of Isothermal Community College met on Tuesday, November 11, 1997, in the Management Seminar Room of the Business Education Building. The following trustees were present: James Tanner, First Vice-Chairman; Bobby England, Second Vice-Chairman; Jervis Arledge, Tony Helton, Howard Olson, Charles Tucker, Warren Carson, Joe Miller, Bill Page, and James Hutchins. The following staff members were present: Willard Lewis, Robert Harrison, Catherine Bailey, Karen Noel, Helyn Lowery, Bruce Waddingham, Fred Bayley, and Scott Scheer. DeLane Davis from WNCW Radio Station and James Lewis from The Daily Courier were also present. Second Vice-Chairman Bobby England called the meeting to order at 5:00 p.m.

Approval of Minutes

A motion was made and seconded to approve the minutes of the regular meeting of September 23, 1997. The motion was unanimously approved.

Administration Oath of Office

Catherine Bailey, Notary Public, administered the Oath of Office to James T. Tanner who was re-appointed to membership on the Board by the Rutherford County Board of Education. Mr. Tanner's Oath of Office will be kept on permanent file in the Office of the President. Following the administration of the Oath of Office, the meeting was turned over to First Vice-Chairman Tanner.

Resignation

Joe Miller announced his resignation from the Board of Trustees effective immediately. Mr. Miller stated that it had been a great 22 years on the Board and that he appreciated the many friendships he had made. Mr. Miller stated that he and his wife, Norma, will be moving to Cary, North Carolina later this month. Mr. Tanner, on behalf of the Board, expressed appreciation to Mr. Miller for the many contributions he has made over the past 22 years.

Trustee Affairs

President Lewis announced that William J. Klein has been hired to serve the College as Clerk of the Works. Dr. Lewis stated that Mr. Klein will serve as the liaison between the College and the contractor and architect. Dr. Lewis stated that Mr. Klein has already met with them and is becoming a very positive adversarial force on our behalf. Dr. Lewis further stated that Mr. Klein has an extensive background in construction and possesses the technical expertise that the College does not have. (A-1)

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President Lewis reported that workers are currently conducting soil testings on the future Continuing Education/Conference Center. Dr. Lewis stated that surcharging is being conducted in order to determine the compaction rate of soil to decide the type of foundation needed for the facility. Dr. Lewis further stated that although surcharging is fairly costly, the testing now might also save money on foundation costs later. Dr. Lewis advised that the surcharging may extend the project completion date by as much as four to six weeks.

President Lewis reported that the work on the dam is nearly complete. One drain pipe, encased in a concrete pillar, has been installed and improvements to another pipe should be finished by the end of the week. Dr. Lewis reported that limited funds have been identified that will be used to remove sediment which has built up where water enters the lake. Dr. Lewis stated that more sedimentation can not be removed due to a lack of funding.

President Lewis announced that drawings for the Polk County Project will go to State Construction for final review on November 12. Dr. Lewis stated that if State Construction approves the drawings, the project will go out for bids again on November 16.

President Lewis reported that 461 letters have been mailed to major businesses and potential donors advertising the purchase and naming of chairs for the auditorium. Dr. Lewis stated that the College has begun to receive responses from a recent newspaper advertisement in which the College advertised the sale of auditorium seats. Dr. Lewis further stated that letters will be mailed to small businesses encouraging them to participate in this project.

#### Business Affairs

A motion was made by Bill Page, seconded by Tony Helton, to approve the following Deferred Tuition Policy:

Tuition, registration fees and required academic fees are due and payable at the time of the student's registration. However, the College shall, upon the request of a student, allow a student seven (7) working days from the close of registration to pay required fees. If, at the end of the seven day period, the student needs additional time for payment of fees, a committee appointed by the President of the College shall determine if an additional deferment shall be granted. The committee shall also develop with each individual student a payment plan for the deferred fees.



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No student shall be permitted to graduate or to register for a new semester unless payment of all outstanding fees have been paid or have been guaranteed in writing by a financially responsible person or organization. The College shall withhold transcripts of grades pending resolution of the outstanding obligations.

Dr. Lewis reported that the College's former policy allowed students up to ten (10) days on deferred tuition payments. Dr. Lewis stated that the new policy will give the College the latitude to work with students in difficult situations. This policy will allow students having difficulty to stretch payments out over a longer period of time. This motion was unanimously approved. (A-2)

President Lewis announced that gifts, grants, and donations totaling \$4965 have been received from September 1, 1997 to October 31, 1997. A motion was made by Howard Olson, seconded by Bill Page, to accept these gifts and donations. The motion was unanimously approved. (A-3)

A motion was made by Bill Page, seconded by Warren Carson, to approve budget revisions as presented by Controller Bailey. The motion was unanimously approved.

#### Academic Affairs

President Lewis announced that the HOPE Scholarship (a feature included in the federal Tax Relief Act of 1997) is not technically a "scholarship" but a tax credit available to eligible students during their first two years of postsecondary education. The tax credit covers 100 percent of the first \$1,000 of tuition and fees and 50 percent of the second \$1,000 during the qualified period. To be eligible, a student must be enrolled in a degree, certificate, or other program leading to a recognized education credential at least half time. The HOPE tax credit applies for expenses paid after December 31, 1997, and for education provided in academic periods beginning after that date. The amount of tuition and fees covered by the HOPE tax credit is reduced by other grant and scholarship aid received. This includes scholarship funds excluded from an individual's gross income, as well as federal grant aid such as Pell Grants. Eligible individuals will claim the credit when they file their federal income tax forms in April. Dr. Lewis stated that pre-registration is the first week in December. Normally, tuition payment is received when a student pre-registers. Dr. Lewis stated that this year students are being advised not to make payment until after December 31, 1997, if they feel they qualify for a HOPE tax credit. If students pay tuition in December, as they have traditionally done, they will be ineligible to claim the tax credit. (A-4)

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Fred Bayley reported on Literacy Performance Indicators and Standards for 1996-97 and stated that the College met or exceeded all seven goals. (A-5)

Personnel

A motion was made by Bill Page, seconded by Joe Miller, to approve contracts for 9 and 12 month faculty for 1997-98. The motion was unanimously approved. (A-6)

Other Business

DeLane Davis, Development Director for WNCW Public Radio Station, distributed literature and gave an informational report on the WNCW Public Radio Station.

President Lewis distributed a "A New Vision of Advocacy Survey" from the Association of Community College Trustees to all board members. Dr. Lewis stated that the survey is seeking input from its member boards on the basic policy questions facing board members as they discharge their responsibilities to their colleges and communities. Dr. Lewis requested that board members complete the survey and return to Glenda Scruggs no later than December 1, 1997. Ms. Scruggs will tabulate the results of the survey and send to ACCT.

Announcements

President Lewis made the following announcements:

1. November 26, 1997 - Thanksgiving Holidays begin at 1 p.m.
2. November 27-28, 1997 - Thanksgiving Holidays
3. Faculty/Staff/Trustee Christmas Luncheon - Rutherfordton Club House  
Monday, December 15, 1997, 12 noon
4. December 22, 1997 through January 1, 1998 - Winter Holidays
5. January 19, 1998 - Martin Luther King, Jr. Holiday

"Tell Me A Story", the cultural events listing for 1997-98, was distributed.

The meeting adjourned at 5:55 p.m.

  
 CHAIRMAN

  
 SECRETARY