

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
SEPTEMBER 24, 1998
MINUTES

The Board of Trustees of Isothermal Community College met on Thursday, September 24, 1998, in the Management Seminar Room of the Business Sciences Building. The following trustees were present: Gordon Scott, Chairman; Jervis Arledge, Tony Helton, Elizabeth Owens, Theressa Calhoun, Bobby England, Howard Olson, Warren Carson, James Hutchins, Jimmy Tanner, "Buck" Petty, and Philip Byers. The following staff members were present: Willard Lewis, Dillard Morrow, Catherine Bailey, Robert Harrison, Bruce Waddingham, Karen Noel, and Scott Scheer. Dr. Kathy Bunn from Johnston Community College and Jean Gordon with The Daily Courier were also present. Chairman Scott called the meeting to order at 5:04 p.m.

Approval of Minutes

A motion was made by Tony Helton, seconded by Howard Olson, to approve the minutes of the regular meeting of May 12, 1998. The motion was unanimously approved.

Welcome New and Re-Appointed Trustees

Chairman Scott welcomed Philip Byers, James Hutchins, and Jervis Alredge to membership on the Board of Trustees. Philip Byers was appointed by the Rutherford County Commissioners, James Hutchins was re-appointed by the Governor, and Jervis Arledge was appointed by the Rutherford County Board of Education. Chairman Scott reported that since the board meeting was postponed from the regularly scheduled August meeting date, that the trustees were sworn in individually during the months of July and August. Each Trustee's Oath of Office is filed in the Office of the President.

Resolution of Appreciation and Respect

Resolutions of Appreciation and Respect for Joe Miller and Frances Spratt were authorized at the last meeting and were presented to the Board. A motion was made by Jervis Arledge, seconded by "Buck" Petty, to approve a Resolution of Appreciation and Respect for Mr. William Page for his many years of dedicated service. The Board unanimously approved these resolutions and directed that they be included in the permanent minutes as a testimonial of the high esteem in which they were held by the Board of Trustees and that copies be presented to Mr. Miller, Mrs. Spratt, and Mr. Page. (A-1)

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Trustee Affairs

Chairman Scott announced the following committee appointments for 1998-99: (A-2)

OFFICERS

Gordon Scott	Chairman
Jimmy Tanner	First Vice Chairman
Bobby England	Second Vice Chairman
Howard Olson	Secretary

EXECUTIVE COMMITTEE

Gordon Scott, Chairman	Bobby England
Jimmy Tanner	Howard Olson
Open, Past Chairman	

BUILDING COMMITTEE

Bobby England, Chairman	Tony Helton
Philip Byers	Warren Carson
Gordon Scott, Ex Officio	Open

FINANCE COMMITTEE

Jervis Arledge, Chairman	Tony Helton
Bobby F. England	Elizabeth Owens
Gordon Scott, Ex Officio	

GROUNDS CARE AND IMPROVEMENT COMMITTEE

Charles Tucker, Chairman	Philip Byers
Buck Petty	Elizabeth Owens
Gordon Scott, Ex Officio	

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LONG RANGE PLANNING COMMITTEE

James Hutchins, Chairman
Warren Carson
Gordon Scott, Ex Officio

Philip Byers
Charles Tucker
Open

NOMINATING COMMITTEE

Jimmy Tanner, Chairman
Warren Carson
Gordon Scott, Ex Officio

Bobby England
Jervis Arledge

CURRICULUM COMMITTEE

Buck Petty, Chairman
James Hutchins
Gordon Scott, Ex Officio

Theressa Calhoun
Open
SGA President

PERSONNEL COMMITTEE

Jimmy Tanner, Chairman
Theressa Calhoun
Gordon Scott, Ex Officio

Charles Tucker
Howard Olson

BY-LAWS COMMITTEE

Jervis Arledge, Chairman
Gordon Scott, Ex Officio

Howard Olson
Elizabeth Owens

Chairman Scott announced that he had appointed an ad-hoc committee to review the method used in recognizing trustees who have made a significant contribution to the college. Chairman Scott stated that he felt that more should be done to recognize those individuals. Chairman Scott appointed the following committee to serve on the ad-hoc committee: James Hutchins, Chairman; Howard Olson, Jervis Arledge, and Charles Tucker. Chairman Scott asked that the committee present their recommendations for recognizing trustee service to the Board of Trustees at the November meeting.

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Chairman Scott stated that over the next six months, he would like to re-evaluate the entire committee structure to specifically define the responsibilities of each committee. Chairman Scott stated the various trustee committees need to be reviewed since many of the committees have no definition as to their purpose. Chairman Scott stated that he would begin with the committee roster and end the year with a modified committee structure which may require an amendment to the By-Laws. The By-Laws specify what the standing committees will be and the appointments were made within that specification.

Chairman Scott announced that he would like to schedule a Trustee Retreat where the trustees could discuss the ways the committees function, the new Mission Statement, and other items of interest. After discussion, it was tentatively decided that the Board will hold the retreat on Saturday, October 31, 1998, from 9:00 a.m. until 3:00 p.m. on the Polk County Campus.

President Lewis introduced Dr. Kathy Bunn the Chief Academic Officer of Johnston Community College. Dr. Lewis stated that she is "shadowing" him as a part of her experience in the North Carolina Institute For Future Presidents. As a part of her experience, she indicated a particular interest in attending a board meeting and organizing a board retreat.

An updated list of Trustees with addresses and telephone numbers was distributed. (A-3)

Business Affairs

President Lewis announced that the recent financial audit of Isothermal Community College for the year ended June 30, 1997, disclosed no audit exceptions or recommendations.

A motion was made by Warren Carson, seconded by James Hutchins, to approve and ratify the sale of state surplus property during a public auction held on August 22, 1998. The motion was unanimously approved. Concern was expressed about approval being given after-the-fact. President Lewis stated that in the future, approval will be sought from the Board of Trustees before an auction is held.

President Lewis announced that gifts, grants, and donations totaling \$6,970 have been received from May 1, 1998 through August 31, 1998. A motion was made by Jervis Arledge, seconded by Warren Carson, to approve these gifts and donations. The motion was unanimously approved. (A-4)

A motion was made by Jimmy Tanner, seconded by "Buck" Petty, to approve the budget revisions as presented by Controller Bailey. This motion was unanimously approved.

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Academic Affairs

President Lewis announced that the College has 1,876 (headcount) students which is generating 706 FTE. This represents a 9.45% in headcount and a 19% increase in FTE. Dr. Lewis stated that there will be some financial growth due to the increase in full-time equivalent students because the more full-time students attending the more money the college receives from the state.

Dr. Harrison announced that the College received approval from the State Board of Community Colleges to offer Banking and Finance in the Business Administration Curriculum and Medical in the Office Systems Technology Curriculum. Dr. Harrison also announced that the College has also entered into a paralegal collaborative agreement with Western Piedmont Community College wherein we offer all but the five or six concentration courses in paralegal studies. Those courses are on Internet delivery so students may complete that concentration without leaving this campus.

President Lewis announced that the State Board of Community Colleges approved an allocation of \$45,000, from the State Board Reserve Fund, to support the College's efforts in creating a Learning-Centered College at Isothermal Community College.

Personnel

President Lewis announced the following resignations:

1. Elizabeth Watson - Developmental English Instructor, July 31, 1998
2. Mary Blackwood - ADN Instructor, Foothills Nursing Consortium, July 31, 1998
3. Shirley Garcia - ADN Instructor, Foothills Nursing Consortium, July 31, 1998
4. Janie Shutz - Basic Law Enforcement Training Director, July 31, 1998
5. Jodi O'Brien - Supplemental Instruction Coordinator, October 14, 1998

President Lewis announced the retirement of Wilbur Wright, Dean of Student Affairs, on September 30, 1998. Mr. Wright has 35 years of state service.

President Lewis announced that DeLane Davis began serving as the new General Station Manager of WNCW Radio as of July 1, 1998.

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A motion was made by Bobby England, seconded by Tony Helton, to approve the following contracts:

1. William Curtis Beverly, Electronics Instructor, August 17, 1998 - May 16, 1999
2. Jeremiah Councill, Developmental English Instructor, August 17, 1998 - May 16, 1999
3. Debra P. Duncan, ADN Instructor, Foothills Nursing Consortium, August 17, 1998 - June 30, 1999
4. Dennis W. Hames, Computer Instructor, Business Sciences, August 3, 1998 - June 30, 1999.
5. Linda K. Johnson, ADN Instructor, Foothills Nursing Consortium, August 17, 1998 - June 30, 1999
6. Eric David Miller, Social Science Instructor, August 17, 1998 - May 16, 1999
7. Bruce Whipple, Plastics Instructor and Consultant, August 3, 1998 - June 30, 1999
8. Roger Crawford, Assistant to the General Manager, WNCW, September 1, 1998 - June 30, 1999

This motion was unanimously approved.

A motion was made by Howard Olson, seconded by Theresa Calhoun, to approve maternity leave for the following employees:

1. Jodi O'Brien, Supplemental Instruction Coordinator, September 9, 1998
2. Jill Scott, Director of Customized Training & Development, October 22, 1998

The motion was unanimously approved.

Other Business

President Lewis made the following announcements:

1. September 24 — Voices from Isothermal (Sharing from **The Mentor**); Administration Building, Room 125, 12 Noon
2. September 26 — "A Saturday In September," Chase High School Auditorium, Benefit Variety Show — Tickets \$8.00 in advance — \$10.00 at the door, 7:30 p.m.
3. October 2 — Folk Art Show, Library Lobby, (Will run through October 30)

4. October 6 — "Grub Day"
5. October 9 — "Voices of the Soul: Folk Artistry in North Carolina," Dr. Glen Hinson, Library Auditorium, 11:00 a.m.
6. October 15 — Retirement Reception, 2:30 - 4:30 p.m., Student Services Lobby: Mary Burgin, Steve Chrisman, Vivian Sitton, and Wilbur Wright
7. November 3 — Bloodmobile
8. November 8 — Mallarme Chamber Players, Library Auditorium, 3:00 p.m.

President Lewis announced the Board meeting dates for 1999:

Tuesday, February 9, 1999
Tuesday, August 10, 1999

Tuesday, May 11, 1999
Tuesday, November 9, 1999

The next regularly scheduled board meeting will be held on Tuesday, November 10, 1998.

The following items were distributed:

1. **A Manual For Trustees**
2. **The Mentor**
3. The Isothermal Insider (July and August)
4. Continuing Education - Fall Schedule
5. ICC Mugs and Magnets
6. ICC Lake Photograph

The meeting adjourned at 5:50 p.m.


CHAIRMAN


SECRETARY

RESOLUTION

WHEREAS, William T. Page was appointed to the Board of Trustees of Isothermal Community College by the Rutherford County Board of Education in 1987 and served faithfully and tirelessly until June 1998, and

WHEREAS, William T. Page served as Chairman of the Board of Trustees from January, 1994, until June, 1995, and during his service on the Board of Trustees, he also served as Second Vice-Chairman in 1991-92; as First Vice-Chairman in 1993; as a member of the Finance Committee, Building Committee, Nominating Committee, Executive Committee, Personnel Committee, Curriculum Committee, Grounds Care and Improvement Committee and Long Range Planning Committee, and

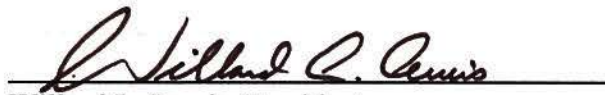
WHEREAS, William T. Page served as Chairman of the Executive Committee, Nominating Committee, By-Laws Committee, and the Grounds Care and Improvement Committee, and


WHEREAS, William T. Page has demonstrated a commitment to the college by his service on the Isothermal Community College Foundation and to the Rutherford County community by his service on the Rutherford Hospital Board of Trustees serving as the Chairman of the Board in 1994-95, and

WHEREAS, William T. Page is a dedicated community servant, and a friend.

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

1. That the sincere appreciation of each member of the Board of Trustees of Isothermal Community College be extended to William T. Page 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, September 24, 1998, as a permanent record of the high esteem in which William T. Page is held by the members of the Board of Trustees of Isothermal Community College.
3. That a copy of this Resolution be presented to William T. Page.


Willard L. Lewis, President
Isothermal Community College


J. Gordon Scott, III, Chairman
Isothermal Community College
Board of Trustees

RESOLUTION

WHEREAS, Joe A. Miller was appointed to the Board of Trustees of Isothermal Community College by the Rutherford County Commissioners in 1975 and served faithfully and tirelessly until 1995, was reappointed by the Governor of North Carolina in 1995 and served until November of 1997, and

WHEREAS, Joe A. Miller served as Chairman of the Board of Trustees from 1989 until 1991, and during his service on the Board of Trustees, he also served as Vice-Chairman of the Board of Trustees from 1981 until 1986; First Vice-Chairman from 1988 until 1989; Chairman of the Presidential Selection Committee in 1985-86; member of the Executive Committee of the Board of Trustees; and served on the Building, Grounds Care and Improvement, Finance, Nominating, Curriculum, and Long Range Planning Committees, and

WHEREAS, Joe A. Miller served on numerous boards and committees accepting those opportunities to serve not only Isothermal Community College, but all the citizens of Rutherford County who benefitted from his wisdom, foresight, and expertise, and

WHEREAS, Joe A. Miller whose quiet confidence, patience, and leadership made him a leader in his community, a community servant and a friend.

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

1. That the sincere appreciation of each member of the Board of Trustees of Isothermal Community College be extended to Joe A. Miller 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, September 24, 1998, as a permanent record of the high esteem in which Joe A. Miller is held by the members of the Board of Trustees of Isothermal Community College.
3. That a copy of this Resolution be presented to Joe A. Miller.


Willard L. Lewis, President
Isothermal Community College


J. Gordon Scott, III, Chairman
Isothermal Community College
Board of Trustees

RESOLUTION

WHEREAS, Frances H. Spratt was appointed to the Board of Trustees of Isothermal Community College by the Rutherford County Board of Education in November 1978 and served faithfully and tirelessly until May 1997, and

WHEREAS, Frances H. Spratt served as Secretary to the Board of Trustees from her first meeting on November 21, 1978 until May 14, 1996, and during her service on the Board of Trustees, she also served as Chair of the Curriculum Committee from 1987 until 1996 and as a member of the Executive Committee, Foundation Committee, Long Range Planning Committee, By-Laws Committee, Personnel Committee, and


WHEREAS, Frances H. Spratt represented Isothermal Community College not only on the local Board of Trustees but on both the State and National Board of Community College Trustees serving as the Awards Chairman for the North Carolina Board of Trustees for two terms and serving on the Nominating Committee of the National Board, and

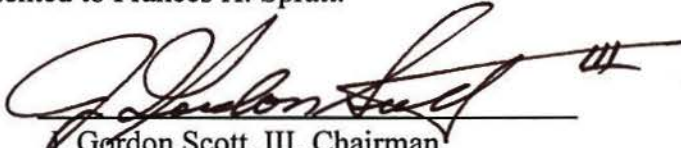
WHEREAS, Frances H. Spratt was instrumental in planning the Southeastern Regional Trustee meeting in Columbia, South Carolina, and

WHEREAS, Frances H. Spratt served the cause of education as a teacher for thirty-five years, as a dedicated supporter of Isothermal Community College, and as one who has deep feelings for the community in which she lives.

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

1. That the sincere appreciation of each member of the Board of Trustees of Isothermal Community College be extended to Frances H. Spratt for her dedicated support of and service to Isothermal Community College.
2. That this Resolution be included as a part of the minutes of this meeting, September 24, 1998, as a permanent record of the high esteem in which Frances H. Spratt is held by the members of the Board of Trustees of Isothermal Community College.
3. That a copy of this Resolution be presented to Frances H. Spratt.


Willard L. Lewis, President
Isothermal Community College


J. Gordon Scott, III, Chairman
Isothermal Community College
Board of Trustees