

ISOTHERMAL COMMUNITY COLLEGE  
MEETING OF BOARD OF TRUSTEES  
NOVEMBER 17, 1998  
MINUTES

The Board of Trustees of Isothermal Community College met on Tuesday, November 17, 1998, in the Management Seminar Room of the Business Sciences Building. The following trustees were present: Gordon Scott, Chairman; Bobby England, Jervis Arledge, Tony Helton, Howard Olson, Charles Tucker, Philip Byers, Elizabeth Owens, Theresa Calhoun and John Stroud, President of the Student Government Association. The following staff members were present: Willard Lewis, Dillard Morrow, Robert Harrison, Catherine Bailey, Karen Noel, Bruce Waddingham, and Scott Scheer. Jean Gordon from The Daily Courier was also present. Chairman Scott called the meeting to order at 5:00 p.m.

Chairman Scott recognized John Stroud, the new Student Government Association President, who will serve on the Board as an ex-officio member for 1998-99.

Approval of Minutes

A motion was made by Tony Helton, seconded by Theresa Calhoun, to approve the minutes of the regular meeting of September 24, 1998. The motion was unanimously approved.

Trustee Affairs

Dillard Morrow, Vice President of Administration, informed the Board that the Continuing Education/Conference Center was approximately 60% finished and hopefully will be enclosed before bad weather. Dr. Morrow stated that occupation of the new Polk County facility was expected by mid-November but it looks as if it will now be the end of December.

Upon recommendation of the Ad-Hoc Committee on Trustee Recognition, a motion was made by Jervis Arledge, seconded by Charles Tucker, to approve the following recognition plan:

1. Put a permanent plaque, with the names and dates of service of all past trustees on display in the lobby of the new Continuing Education/Conference Center.
2. Continue the present practice of letters of appreciation.
3. Have a reception honoring retiring, resigning, etc. trustees at which time the above mentioned honors are presented. (Details left to the President and his staff).

The motion was unanimously approved.

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A motion was made by Charles Tucker, seconded by Tony Helton, to approve the following Mission Statement for the College: (A-1)

### **MISSION**

Isothermal Community College exists to improve life through learning.

### **VALUES**

In improving life through learning, we embrace the following values:

- a commitment to excellence
- nurturing an organizational climate of integrity, care and respect for individuals
- innovation, evaluation and informed change
- elimination of barriers to learning
- self-directed learning and critical thinking
- the preservation and perpetuation of our diverse cultural heritage
- serving as a catalyst for positive community growth

### **VISION STATEMENT**

To transform Isothermal Community College into a preeminent center recognized nationally for excellence in learning and services.

### **VIVID DESCRIPTION**

- Learning outcomes will be monitored and documented for student credentials
- Learning facilitators will remove barriers and guide learners as they connect with resources, experts and learning experiences
- Options for learners will accommodate varying needs and abilities and will provide choices in support services and a variety of delivery methods any time, any place
- All employees will be involved in ongoing professional development in support of the College mission.

This motion was unanimously approved.



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A motion was made by Bobby England, seconded by Theresa Calhoun, to draft a letter to the North Carolina Association of Community College Trustees certifying that A. Jervis Arledge is qualified, through years of experience, to be a trustee and therefore does not need to attend an orientation session for new trustees as required by the Legislature. The motion was unanimously approved.

#### Business Affairs

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 1997-98 Rutherford and Polk County Budget Appropriations with the Board. (A-2, A-3, A-4, A-5, and A-6)

In discussing the Rutherford County Budget, Bobby England suggested that the College examine the possibility of moving county paid personnel to the salary level established by the Rutherford County Personnel Department. Dr. Lewis indicated that the College will work with the Personnel and Finance Committees of the Board in reviewing this suggestion.

A motion was made by Jervis Arledge, seconded by Howard Olson, to approve the College Budget (DCC 2-1 Form) State, Local and Institutional Budgets and to adopt the appropriate Budget Resolution for 1997-98. The motion was unanimously approved. (A-7)

President Lewis announced that gifts, grants, and donations totaling \$2,730 have been received from September 1, 1998 to October 31, 1998. A motion was made by Charles Tucker, seconded by Philip Byers, to accept these gifts and donations. The motion was unanimously approved. (A-8)

A motion was made by Howard Olson, seconded by Philip Byers, to approve budget revisions as presented by Controller Bailey. The motion was unanimously approved.

#### Academic Affairs

President Lewis reported that the College's total headcount was up approximately 9.5%, we have 12% more high school graduating students in attendance, and we have 12% more returning students from last spring. Dr. Lewis stated that Arts and Sciences had a 27% increase, Business Sciences had a 7.6% increase, Applied Sciences and Technology had a 23% increase, and Developmental Education had a 6.6% increase. (A-9)

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### Personnel

President Lewis announced the retirement of Mrs. Betty Gabriel, Director of Enrollment Management and Counselor in Student Services, effective January 1, 1999. Mrs. Gabriel is retiring after 24 years of service.

A motion was made by Tony Helton, seconded by Philip Byers, to approve a contract for Dr. Karen K. Jones, Dean of Student Affairs, effective January 4, 1999. Dr. Jones will assume the position formerly held by Mr. Wilbur Wright. This motion was unanimously approved. (A-10)

A motion was made by Charles Tucker, seconded by Tony Helton, to approve contracts for 9 and 12 month faculty for 1997-98 with the following revision: Move Dennis Hames from the 12-month contract list to the 9-month contract list. The motion was unanimously approved. (A-11)

### Other Business

President Lewis made the following announcements:

1. November 25, 1998 - Thanksgiving Holidays begin at 1 p.m.
2. November 26-27, 1998 - Thanksgiving Holidays
3. Faculty/Staff/Trustee Christmas Luncheon - Rutherfordton Club House  
Monday, December 14, 1998, 12 noon
4. December 22, 1998 - Winter Holidays begin at 1 p.m.
5. December 23, 1998 through January 1, 1999 - Winter Holidays
6. January 18, 1999 - Martin Luther King, Jr. Holiday

The meeting adjourned at 5:57 p. m.

  
CHAIRMAN

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SECRETARY