

ISOTHERMAL COMMUNITY COLLEGE  
MEETING OF BOARD OF TRUSTEES  
NOVEMBER 9, 1999  
MINUTES

The Board of Trustees of Isothermal Community College met on Tuesday, November 9, 1999, in the Management Seminar Room of the Business Sciences Building. The following trustees were present: James Tanner, Chairman; Bobby England, Jervis Arledge, Elizabeth Owens, Gordon Scott, Charles Tucker, Tony Helton, Philip Byers, "Buck" Petty, Sue Cochran, and John Stroud,, Student Government Association President. The following staff members were present: Robert Harrison, John Condrey, Bruce Waddingham, Fred Bayley, Karen Noel, and Scott Scheer. Jean Gordon from The Daily Courier was also present. Chairman Tanner called the meeting to order at 5:00 p.m.

Approval of Minutes

A motion was made by Jervis Arledge, seconded by Philip Byers, to approve the minutes of the regular meeting of September 7, 1999. The motion was unanimously approved.

Trustee Affairs

Chairman Tanner reported on the recent Board of Trustees' Retreat held on Saturday, October 31, 1999. Mr. Tanner stated that the retreat focused on the learning college versus a teaching college. Mr. Tanner expressed appreciation to all who participated in the retreat as well as to those who were presenters.

Upon recommendation of the Facilities Committee, a motion was made by Bobby England, seconded by Gordon Scott, to approve the plan of initiating the process of selecting an architect to renovate the space now available in the Administration Building since Continuing Education has re-located to The Foundation. The motion was unanimously approved. (Attachment)

Bobby England, Chairman of the Facilities Committee, reported that a piece of sculpture has been offered to the College by Jim Weitzel. The committee recommended that this item be tabled until further information could be obtained regarding the sculpture and whether or not the artist intended the sculpture to be a gift to the college or if there would be a charge.

Upon recommendation of the Facilities Committee, a motion was made by Tony Helton, seconded by Bobby England, to support the concept of constructing the Polk County Library on the Isothermal Polk County Campus contingent upon review of the plans for the building. The motion was unanimously approved. (Attachment)

Guidelines for Compensatory Leave for non-exempt personnel were reviewed by the Board. President Lewis stated that perhaps the most dramatic change to this policy has to do with the accrual of compensatory leave for non-exempt personnel. The College has worked a 37 ½ hour work week since 1976. In the past, compensatory leave began to accrue only after 40 hours had been worked in a given week. Under the revised policy, compensatory time will be issued on a one-to-one ratio for every hour worked beyond 37 ½ hours. Once the 40 hour level has been reached, compensatory time will be earned at 1 ½ times the hours worked. Changing the policy compensates employees for hours worked between 37 ½ and 40 hours per week. A motion was made by Tony Helton, seconded by Bobby England, to approve revisions to the Compensatory Leave Policy. This motion was unanimously approved. (Attachment)

#### Business Affairs

President Lewis announced that the equipment audit for fiscal year 1997-98 reported that the College's equipment losses were less than the previous year. The letter stated that there were no recommendations other than the College should continue to emphasize good equipment control practices. The College had a 0.18% equipment loss for fiscal year 1997-98.

A motion was made by Gordon Scott, seconded by Bobby England, to write off old credits and invoices for the College Bookstore as recommended by the State Auditors. The motion was unanimously approved.

President Lewis announced that gifts and donations totaling \$43,066.99 have been received from September 1, 1999, through October 31, 1999. A motion was made by Charles Tucker, seconded by Buck Petty, to accept these gifts and donations. The motion was unanimously approved.

President Lewis announced that the proposal for the Pathways to Employment grant which Isothermal Community College recently submitted to the North Carolina Community College System Office will receive favorable recommendation to the State Board for its consideration at its November 19<sup>th</sup> meeting. The total amount that will be recommended for the project is \$40,000.

A motion was made by Buck Petty, seconded by Tony Helton, to approve budget revisions as presented by President Lewis. This motion was unanimously approved.



President Lewis announced the following resignations:

1. Peter Golden, Chemistry and Physics Instructor, July 30, 1999
2. Pat Beck, Business Sciences Instructor, September 9, 1999

President Lewis announced that Statements of Appointments have been issued to the following staff members:

1. Jeff McEntire, Computer Network Operations Manager, September 13, 1999 through June 30, 2000.
2. Karen Harris, Recruiter Special Populations Coordinator, November 1, 1999 through June 30, 2000.

#### Other Business

President Lewis announced that Isothermal Community College had adopted Wayne Community College in Goldsboro, North Carolina and voted to assist them with the flood relief. Dr. Lewis read a letter from President Ed Wilson of Wayne Community College thanking our College for the gifts of supplies and cash to assist with the flood relief. The money donated by our College was deposited to a Student Emergency Fund to assist their students in purchasing school supplies and books. President Wilson stated in his letter that our gifts will help many students stay in school and rebuild their lives. President Wilson stated that "news reports do not adequately describe the emotional impact on our region. It will take a long time to recover from this disaster." He thanked us for our caring and compassion at this most difficult time.

President Lewis made the following announcements:

1. Thanksgiving Holidays  
November 24, 1999 (Staff leaves at 1 p.m.)  
November 25, 1999  
November 26, 1999
2. ICC Christmas Luncheon  
December 13, 1999 (Rutherfordton Club  
House — 12 Noon)
3. Winter Holidays  
December 22, 1999 (Staff leaves at 1 p.m.)  
December 23, 1999  
December 24, 1999  
December 27, 1999

December 28, 1999 (Taken in lieu of  
Memorial Day)  
December 29, 1999 (Vacation Day)  
December 30, 1999 (Vacation Day)  
December 31, 1999 (New Year's Day)

President Lewis announced the following cultural events:

1. "Our Slippery Mother Tongue: A Light History of English — Elliott Engel  
November 12, 1999, 7:30 p.m., Library Auditorium
2. "A Night In November" \* — Benefit Fund Raiser, Variety Show  
November 20, 1999, 7:30 p.m., The Foundation
3. Christmas At Isothermal: Chorus and Isotones — December 4, 1999, at 8:00 p.m.  
and December 5, 1999, at 3:00 p.m. — The Foundation
4. "The Christmas That Almost Wasn't" — Special Children's Show, Saturday,  
December 18, 1999, 10:00 a.m. and 2:00 p.m. (Admitted with charitable donation  
of canned goods)
5. "Do It Yourself Messiah" — Saturday, December 18, 1999, 7:30 p.m. The  
Foundation — (Admitted with charitable donation of canned goods)
6. "An Evening With Mark Twain" \* — Tommy Harrison — January 14, 2000,  
at 7:30 p.m. — The Foundation

\*Indicates admission will be charged

7. "Blues Brothers Concert" — Sponsored by the Shriners and East High School  
November 11, 1999
8. 10<sup>th</sup> Anniversary Celebration and Ribbon Cutting for new addition to the Polk  
County Campus, November 12, 1999, 5 p.m. State President Martin Lancaster  
will be the guest speaker

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A motion was made by Jervis Arledge, seconded by Gordon Scott, to officially commend Russell Wicker and others responsible for the Gala event on November 5<sup>th</sup> and instructed President Lewis to prepare a resolution of appreciation. The motion was unanimously approved.

The meeting adjourned at 5:40 p.m.

  
CHAIRMAN

  
SECRETARY