

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
NOVEMBER 14, 2000

The Board of Trustees of Isothermal Community College met on Tuesday, November 14, 2000, in the Management Seminar Room of the Business Sciences Building. The following trustees were present: James Tanner, Chairman; Bobby England, Jervis Arledge, Ron Paris, Kenneth Hankinson, Warren Carson, Charles Tucker, Sue Cochran, James Perry, "Buck" Petty, Gordon Scott, and James Hutchins. Staff members present were: Willard Lewis, Robert Harrison, Stephen Matheny, Catherine Bailey, Karen Noel, Bruce Waddingham, Susan Vaughan, Curtis Vance, Thad Harrill, Mike Saunders and Scott Scheer. Others present were: Sam Craig, College Attorney; Jean Gordon, **The Daily Courier**; Tracy Rose, **Mountain Xpress**; and 23 other concerned radio station employees and listeners.

Approval of Minutes

A motion was made by Gordon Scott, seconded by James Perry to approve the minutes of the regular meeting of August 8, 2000 and the called meetings of August 22, 2000, and September 5, 2000 meetings. The motion was unanimously approved.

Trustee Resignation

Chairman Tanner announced the resignation of Zeno Brent Hawkins from the Board of Trustees. Chairman Tanner stated that Mr. Hawkins found it necessary to resign his position immediately due to his career relocation to the Charlotte area.

Welcome and Oath of Office

Chairman Tanner welcomed Kenneth Hankinson to membership on the Board of Trustees. Catherine Bailey, Notary Public, administered the Oath of Office to Mr. Hankinson who was appointed by the Governor. Mr. Hankinson's Oath of Office will be kept on file in the Office of the President.

Trustee Affairs

A motion was made by Jervis Arledge, seconded by Charles Tucker, to approve the following Preamble and Resolution:

"It has always been officially understood by the Trustees that Dr. Lewis (i.e. the administration) has had exclusive jurisdiction over management and personnel matters relative to radio station WNCW, just as he does over the chemistry department and all other departments of the college. I do not know whether a Resolution of the Board of

Trustees to this effect was ever necessary, or is now necessary, (and I did not take the time to research the matter since the formation of the station some eleven or twelve years ago). However, to confirm this fact, I now move that all administrative and personnel matters pertaining to radio station WNCW be delegated to and vested in the College President (Dr. Lewis or his successor) effective immediately, to the extent not otherwise prevented by law, and that all administration and personnel actions heretofore taken by Dr. Lewis be confirmed and ratified based upon the assumption that he had such jurisdiction at all times in the past."

The motion was unanimously approved.

Chairman Tanner recognized Mr. Bill Bost who expressed the following concerns regarding the practices and management of WNCW Radio Station: (Attachments)

- Discarding of premiums
- Lack of public input
- Unfair business practices
- Welcomes Packages

A motion was made by Bobby England, seconded by Ron Paris, to allow six members of the audience to address the Board regarding their concerns about the management of WNCW Radio Station. The motion was unanimously approved. The following persons expressed their concerns to the Board:

- Steve Govus
- Billie Jordan (Statement Attached)
- Amy Jones
- Debbie Rider
- Donald Craig

Chairman Tanner assured the audience that their comments were heard and that the Board of Trustees was sensitive to their feelings and concerns and that appropriate action will be taken. Chairman Tanner stated that this issue is largely an administrative matter. Chairman Tanner further stated that the trustees have directed the President to run the College and the trustees will continue to support him in his efforts. The trustees do not plan to participate in the management of the College.

President Lewis addressed the audience and stated that the College is clearly in the process of checking out all allegations which have been made concerning WNCW. If those allegations are indeed found factual they will be pursued with vigor. President Lewis also shared with those present information regarding the steps which are being taken to address some of the concerns mentioned. This information had previously been shared with Mr. Bost:

1. Third party mediation to improve interpersonal skills and communication;
2. Review, and if necessary, revision of job descriptions;
3. Review and revision of all station policies regarding matters such as premiums, underwriting, welcomes packages, etc.;
4. Consistent enforcement of the policies and procedures that are approved;
5. Regular staff meetings;
6. Movement toward consensus building on major station initiatives;
7. A review of the Mission Statement and revision as needed;
8. The development of a form for public input into station activities;
9. Utilization of a consultant with expertise in the management and operation of non-profit organizations.

A motion was made by Dr. England, seconded by James Hutchins, to appoint a committee of at least five trustees to investigate these allegations to determine further what the Board of Trustees needs to know and/or do? The motion failed with one vote yes and 12 votes no.

President Lewis requested that the Community College System Budget Request (A-1) be tabled until the February, 2001, Board Meeting. This request was unanimously approved.

A motion was made by Jervis Arledge, seconded by "Buck" Petty, to draft a letter to the North Carolina Association of Community College Trustees certifying that Gordon Scott and Elizabeth Owens are qualified through years of experience to be trustees and therefore do not need to attend an orientation session for new trustees as required by the Legislature. The motion was unanimously approved.

A motion was made by Gordon Scott, seconded by Ken Hankinson, to approve a resolution in support of salary increases for North Carolina Community College faculty and staff. This motion was unanimously approved. (A-2)

President Lewis announced that The College Foundation has received a gift to do a landscape plan for the entire College. Dr. Lewis stated that he would like to be able to accept this gift with the understanding that before anything is ever done the Facilities Committee and Board of Trustees will be involved and appropriate approval granted.

Business Affairs

President Lewis announced that gifts, grants and donations totaling \$15,950 have been received from August 1, 2000 through October 31, 2000. A motion was made by Jim Perry, seconded by James Hutchins, to accept these gifts and donations. The motion was unanimously approved. (A-3)

A motion was made by "Buck" Petty, seconded by Ken Hankinson, to approve budget revisions as presented. The motion was unanimously approved. (A-4)

Thad Harrill, Director of Customized Training and Development, gave an informative report on in-plant training. Mr. Harrill stated that the goal of in-plant training is to develop skilled workers so that the state will benefit by the attraction of new industries and the maintenance of existing industries. The state is concerned about the well being and the qualifications of the workers in the state. In-plant training is available to all companies in Rutherford and Polk Counties for new hires or any employee that is changing jobs. Mr. Harrill reported on the North Carolina Manufacturing Certification Program. Mr. Harrill stated that the College is very excited about this program. It is a certification program designed to raise the skill levels of employees in North Carolina. It serves the needs of both experienced workers at different stages of careers as well as students embarking on their initial course of study. It was developed using industry-based skill standards, manufacturing skill surveys and interviews with representatives of leading NC manufacturers. The certification is approximately 96 hours delivered in four core modules and four elective modules. The training may be offered on-site at the industry or on our campus.

President Lewis announced that responsibility for the management and coordination of all campus information technology and support services, including distance learning, has been given to Susan Vaughan, newly appointed Director of Information Services and Technology. Dr. Lewis recognized Susan Vaughan who outlined the reorganization of technology committees, provided an overview of campus technology philosophy and planning, and reported on the status of technology training, support and personnel.

Personnel

President Lewis announced the following resignations:

- a. Lemie Lentz, Compensatory Education Director, effective October 31, 2000
- b. Dean Byrd, Broadcast Production Technology Instructor and Distance Learning Coordinator, effective November 10, 2000

President Lewis announced the retirement of Martha Ledbetter-Baskin, Director of Foothills Nursing Consortium effective January 1, 2001.

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

- a. Sheila Francis, PC Technician, September 28, 2000
- b. Mike Saunders, Industrial Training Specialist, October 9, 2000
- c. Debra Jones, Web Master, October 10, 2000
- d. Stephen Matheny, Director of Administrative Services, October 23, 2000

President Lewis announced that there were two terminations, one for physical inability to perform the duties assigned and the other for repeated failure to follow supervisor's directives regarding unsatisfactory performance.

Other Business

President Lewis made the following announcements:

- a. Thanksgiving Holidays: --November 22, 2000*
 (College Closed) (Staff leaves at 1 p.m.)
 --November 23, 2000
 --November 24, 2000
- b. ICC Christmas Luncheon --December 11, 2000
 (The Foundation)

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| c. | Winter Holidays
(College Closed) | --December 20, 2000
(Staff leaves at 1 p.m.)
--December 21, 2000
--December 22, 2000
--December 25, 2000
--December 26, 2000
--December 27, 2000
--December 28, 2000
--December 29, 2000 |
| d. | New Year's Day | --January 1, 2001
(Return to Work January 2, 2001) |

President Lewis announced the following cultural events:

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| a. | A Shakespeare Sampler
(Library Auditorium) | November 14, 2000
(1:00 p.m.) |
| b. | The Nutcracker Ballet
Spartanburg
(The Foundation) | December 3, 2000
(3:00 p.m.) |
| c. | Christmas at Isothermal
(The Foundation) | December 9, 2000
(7:30 p.m.) |
| d. | Tis The Season
(The Foundation) | December 22, 2000
(2:00 and 7:00 p.m.) |
| e. | "1964" The Tribute
(The Foundation) | January 20, 2001
(7:30 p.m.) |
| f. | Harriet Tubman, The Chosen One
(Library Auditorium) | January 31, 2001
(11:00 a.m.) |
| g. | Love Letters
(Library Auditorium) | February 14, 2001
(11:00 a.m.) |

h. Cab Calloway's
Legacy of Swing
(The Foundation)

February 14, 2001
(8:00 p.m.)

President Lewis invited the trustees to be his guests at the Annual Christmas Luncheon on Monday, December 11, 2000, at 12 noon in The Foundation.

President Lewis announced that the unveiling of the donor plaques and walls at The Foundation will be held in conjunction with the Cab Calloway event on February 14, 2001.

The meeting adjourned at 6:35 p.m.



CHAIRMAN



SECRETARY