

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
NOVEMBER 13, 2001
MINUTES

The Board of Trustees of Isothermal Community College met on Tuesday, November 13, 2001, in the Management Seminar Room of the Business Sciences Building. The following trustees were present: Bobby England, Chairman; Elizabeth Owens, Jervis Arledge, Jim Perry, Philip Byers, James Van Hecke, Warren Carson, Ron Paris, Sue Cochran, Jimmy Tanner, Gordon Scott Ken Hankinson and David Herndon. The following staff members were present: Willard Lewis, Robert Harrison, Stephen Matheny, Catherine Bailey, Bruce Waddingham, Nancy Womack and Scott Scheer. Jean Gordon with **The Daily Courier** was also present. Chairman England called the meeting to order at 5:05 p.m.

Approval of Minutes

A motion was made by Gordon Scott, seconded by Jim Perry to approve the minutes of the regular meeting of August 14, 2001. The motion was unanimously approved.

Trustee Affairs

President Lewis informed the Board that the College was scheduled to begin our self-study in 2003 in anticipation of reaffirmation in 2005; however the Southern Association of Colleges and Schools (SACS) has requested that the College postpone that review for one year so that our re-accreditation takes place in 2006. Dr. Lewis stated that he did not see any problems with granting their request.

Gordon Scott, Chairman of the Facilities Committee, reported that the Facilities Committee met on November 5th to consider architectural design firms for the renovation of the old Continuing Education Building (Building 3). Before the meeting on November 5th, an internal committee had considered 19 firms, narrowed that list down to 10 and brought to the Facilities Committee a list of 6. After discussion, the list was narrowed to 3. Upon recommendation of the Facilities Committee a motion was made by Gordon Scott, seconded by James Van Hecke, to interview the architectural firms of Jill B. Smith Architect, Boney Architects, and PBC&L Architects. The motion was unanimously approved.

At the request of Chairman England, President Lewis reported that the North Carolina Association of Community College Trustees has been requested to solicit input from trustees for inclusion in the budget priorities established by the State Board of Community Colleges and to be submitted to the 2002 session of the General Assembly. After discussion, a motion was made by Jim Perry, seconded by Gordon Scott, requesting that the College administration submit a priority list for the Board that is equal to and compatible with the College administration.

Dr. Lewis stated that the College administration would develop a list and then send a copy to Board members with the minutes. The motion was unanimously approved.

Business Affairs

President Lewis announced that not only does WNCW undergo a regular state audit each year but they also undergo an independent audit. Dr. Lewis stated that the College has changed accounting firms to Painter, Russell and Associates. The reason for the change is that this accounting firm has substantial experience in public radio and corporation for public broadcasting reporting.

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 2001-2002 Rutherford and Polk County Budget Appropriations with the Board. (Attachments 1, 2, 3, 4 and 5)

A motion was made by Jervis Arledge, seconded by Jim Perry, to approve the College Budget (DCC2-1 Form) State, Local and Institutional Budgets and to adopt the appropriate Budget Resolution for 2001-2002. The motion was unanimously approved. (Attachment 6)

President Lewis reported that the College had to submit a Cash Management Plan to the Office of the State Controller. Dr. Lewis stated that the College received a letter stating that our draft plan meets the criteria established by the existing statewide Cash Management Plan and it was therefore approved by the Office of the State Controller. The College was requested to furnish the Office of the State Controller with a final copy of the Cash Management Plan once it received Board approval. A motion was made by Jim Perry, seconded by Sue Cochran, to approve the Cash Management Plan as submitted. This motion was unanimously approved. (Attachment 7)

A motion was made by Kenneth Hankinson, seconded by Gordon Scott, to transfer money from old construction funds, in the amount of \$13,508.26, to cover Administration Building renovation expenses. The motion was unanimously approved.

President Lewis reported that all community colleges had been asked to develop a plan to encourage and promote equal opportunities for Historically Underutilized Businesses (HUBs) in order to foster more diverse participation in all aspects of procurement and contracting opportunities. A motion was made by Ron Paris, seconded by Warren Carson, to approve the College's plan to increase participation by Historically Underutilized Businesses in the procurement of goods and services. The motion was unanimously approved. (Attachment 8)

2. ICC Christmas Luncheon
(The Foundation) --December 3, 2001

3. Winter Holidays --December 20, 2001
(Staff leaves at 1:00 p.m.)
--December 21, 2001*
--December 24, 2001
--December 25, 2001
--December 26, 2001
--December 27, 2001**
--December 28, 2001**
--December 31, 2001**

4. New Year's Day --January 1, 2002
(Return to Work January 2,
2002)

5. Martin Luther King Day --January 21, 2002
(College Closed)

* December 21, 2001, taken in lieu of Memorial Day

** December 27, 28 and 31, 2001, must be taken as earned vacation or earned compensatory time.

President Lewis announced the following cultural events:

- a. Peter Jenkins --November 13, 2001
(Library Auditorium) (7:00 p.m.)

- b. Riders In The Sky Christmas --November 29, 2001
(The Foundation) (7:30 p.m.)

- c. Christmas At Isothermal --December 1, 2001
(The Foundation) (7:30 p.m.&
Sunday - 2:30 p.m.)

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| d. | "The Night Before Christmas
Carol" (The Foundation) | --December 13, 2001
(7:30 p.m.) |
| e. | Mahalia, A Gospel Musical
(The Foundation) | --January 24, 2002
(7:30 p.m.) |

President Lewis invited the Trustees to be his guests at the Annual Christmas Luncheon to be held on Monday, December 3, 2001, at 12 noon in The Foundation. Trustees were requested to please notify Glenda Scruggs if they planned on attending so that the proper number of plates could be reserved.

The meeting adjourned at 6:00 p.m.


CHAIRMAN


SECRETARY