

ISOTHERMAL COMMUNITY COLLEGE  
MEETING OF BOARD OF TRUSTEES  
FEBRUARY 11, 2003

The Board of Trustees met on Tuesday, February 11, 2003, in the Management Seminar Room of the Business Sciences Building. The following trustees were present: Elizabeth Owens, First Vice Chairman; Jervis Arledge, Jimmy Tanner, Kenny Hankinson, David Herndon, Doug Pearson, Ron Paris, Sue Cochran, James Hutchins, Terry Hines, Gordon Scott, and Warren Carson. Staff members present were: Willard Lewis, Robert Harrison, Stephen Matheny, Catherine Bailey, Amy Penson, Fred Bayley, and Bruce Waddingham. James Lewis with **The Daily Courier** and Linda Osbon and Bill Bost were also present.

Approval of Minutes

A motion was made by Gordon Scott, seconded by Warren Carson, to approve the minutes of the regular meeting of November 12, 2002. The motion was unanimously approved. A motion was made by James Hutchins, seconded by Warren Carson, to approve the minutes of the joint meeting between the Board of Trustees and the Rutherford County Commissioners on January 21, 2003. This motion was unanimously approved.

Trustee Affairs

Linda Osbon addressed the Board on the responsibilities of the Board of Trustees as holders of the license to WNCW Public Radio Station. (Attachment)

President Lewis reported that the Facilities Committee met with a representative group from Polk County which is interested in establishing a library on Isothermal Community College's Polk County campus. Dr. Lewis reminded the Board that the library committee, last year, was granted access to land on the Polk County campus to build a library. The Polk County Commissioners are delighted that we have taken that action but said that in order for them to raise funds they feel they would need to have a long-term arrangement for the property. Since the College is not seeking any financial gain, the College attorneys recommended a 40-year lease. The Polk County Commissioners are requesting that the 40-year lease be extended to 80 years. Dr. Lewis stated that the Facilities Committee would need to meet to consider the request for an 80-year term.

Stephen Matheny reported that four North Carolina architects had submitted bids for the construction of the Composites Testing and Training Center. PBC&L, Raleigh; Michael Hining, Chapel Hill; Doggett Architect, Raleigh; and Boney Architect, Wilimington.

Upon recommendation of the Facilities Committee, a motion was made by Jervis Arledge, seconded by Sue Cochran, to award Boney Architect the contract for this project because of the firm's experience in designing such a facility and its past history with the College. This motion was unanimously approved.

Stephen Matheny reported that nine bids were received for the renovation of the former Continuing Education Building. Beam Construction of Cherryville, N. C., was the low bidder at \$476,000. Mr. Matheny stated that the College has \$550,000 to finance this project. A motion was made by Gordon Scott, seconded by Warren Carson, to award Beam Construction the contract for this project. The motion was unanimously approved.

#### Business Affairs

President Lewis reported that the State's Comprehensive Annual Financial Report for the year ended June 30, 2002, disclosed no instances of noncompliance and no material weaknesses in internal control that required disclosure under Government Auditing Standards.

Stephen Matheny stated that, in addition to the regular financial audit, an audit was conducted by Painter, Russell, and Associates of Asheville, N. C., on Public Radio Station WNCW, and the auditing firm issued an unqualified opinion on all material respects and all financial positions of WNCW 88.7 as of June 30, 2002. The auditors found no instances of noncompliance or material weaknesses in internal control over financial reporting which require disclosure under Government Auditing Standards. Mr. Matheny stated that an official copy of the audit would be mailed to the College in the next few months.

President Lewis announced that gifts, grants, and donations totaling \$ 584.00 were received from November 1, 2002, through January 31, 2003. A motion was made by Warren Carson, seconded by Ken Hankinson, to accept these gifts and donations. The motion was unanimously approved. (Attachment)

A motion was made by James Hutchins, seconded by David Herndon, to approve budget revisions as presented by President Lewis. This motion was unanimously approved. (Attachment)

Academic Affairs

President Lewis announced that the Professional Truck Driving Program received a 5-year recertification from the Professional Truck Driving Institute (PTDI). The PTDI sets the standards for students graduating from a training program. These standards ensure that the students are adequately trained to safely handle the demands of the truck driving profession. The recertification process took several months. A PTDI evaluation team made an on-site visit to examine the driving school's records and practices. Thirty-four criteria were evaluated. Seven were noted as exceptional and twenty-seven were noted as acceptable at Isothermal. President Lewis also announced that the truck driving program was honored for excellence by the Learning Resources Network (LERN), an international association in lifelong learning. The College's Professional Truck Driving Training Program's nomination was selected from a field of more than 150 nominations from eight countries. (Attachment)

A motion was made by Ken Hankinson, seconded by James Hutchins, to amend the ADN Licensure Fee, for students taking telecourses, from \$20.00 to \$22.00. This motion was unanimously approved.

Robert Harrison stated that the Practical Nursing Program is requesting the implementation of the Total Testing Program offered by Educational Resources. This program provides many different tests to aid in the process and success of students, while lowering the program's attrition and strengthening the licensure pass rate. This will require the addition of a testing fee of \$60.00 per semester for a total of \$180.00 per year. A motion was made by Ken Hankinson, seconded by David Herndon, to approve the LPN Licensure Fee. The motion was unanimously approved. (Attachment)

President Lewis reported on the regulations and findings of the 2002 Continuing Education Internal Audit Report (Accountability and Credibility Plan). Dr. Lewis shared copies of the Spring, Summer, and Fall Semester, 2002, accountability and credibility results with the Board and stated that the College has met or exceeded criteria in all areas. A motion was made by Doug Pearson, seconded by David Herndon, to approve the process and the report. The motion was unanimously approved. (Attachment)

Personnel

President Lewis announced the retirement of the following personnel:

1. Henry Glover, Maintenance, effective March 1, 2003, with 14 years of service
2. Wesley Henderson, Arts and Sciences Instructor, effective August 1, 2003, with 32 years of service
3. Robert Rogers, Arts and Sciences Instructor, effective August 1, 2003, with 34 years of service

A motion was made by James Hutchins, seconded by Warren Carson, to approve contracts for the following personnel:

1. Dr. Patricia (Pat) Kultgen, Microbiology Instructor, January 2, 2003, through May 12, 2003
2. James (Jamey) Spratt, Math Instructor, January 2, 2003, through May 12, 2003

The motion was unanimously approved. (Attachment)

A motion was made by made by Ron Paris, seconded by Sue Cochran, to approve Letters of Intent for faculty for 2003-2004. This motion was unanimously approved. (Attachment)

President Lewis announced the following events and holidays:

A. Announcements:

1. February - Black History Month
2. ICC Challenge Championship, March 11, 2003, Library Auditorium
3. ICC Golf Tournament, March 26, 2003, Apple Valley
4. Spring Holidays for Staff, April 18, 2003 through April 21, 2003
5. Spring Holidays for Faculty and Students, April 14, 2003, through April 21, 2003
6. ICC Curriculum Graduation, May 12, 2003, 7:30 p.m., The Foundation Lt. Governor Beverly Purdue - Speaker
7. ICC Board of Trustees' Meeting, May 13, 2003, 5:00 p.m., "Blue Room"
8. ICC Adult High School/GED Graduation, May 13, 2003, 7:30 p.m., The Foundation
9. Registration - Summer Semester, May 14, 2003

B. Cultural Events

1. Strictly Clean and Decent, February 12, 2003, 11:00 a.m., Library Auditorium
2. "Valentine's Day Concert" - Nnenna Freelon, The Foundation, February 14, 2003, 8:00 p.m.
3. Learn to Play the Bones Workshop, February 20, 2003, 2:00 - 3:00 p.m. Library Auditorium
4. Phil and Gaye Johnson in Concert, February 20, 2003, 7:30 p.m. Library Auditorium
5. John Cowan Band & Vassar Clements, The Foundation, March 7, 2003, 7:30 p.m.
6. 3<sup>rd</sup> Annual Poetry Slam, March 8, 2003, 7:00 p.m., Library Auditorium
7. Don Williams, The Foundation, April 12, 2003, 7:30 p.m.
8. Spratt Literary Program with Pamela Duncan, March 28, 2003, 7:30 p.m. Library Auditorium
9. The Symphony of Rutherford County, May 4, 2003, 3:00 p.m., The Foundation

The meeting adjourned at 6:03 p.m.



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CHAIRMAN



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SECRETARY