

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

The Board of Trustees of Isothermal Community College met on Tuesday, November 11, 2003, in the Management Seminar Room of the Business Sciences Building. The following trustees were present: Elizabeth Owens, Chairman; Jervis Arledge, Bobby England, David Herndon, Doug Pearson, James Hutchins, Sue Cochran, Gordon Scott, Kenneth Hankinson, Jimmy Tanner, Ron Paris, and Stephanie Langley, Student Government Association President. The following staff members were present: Willard Lewis, Robert Harrison, Stephen Matheny, Bruce Waddingham, Scott Scheer, David Gordon, Kim Clark, Ele Ellis, Kate Barkschat, and Allison Dyer. Jeremy Fisher from **The Daily Courier** was also present. Chairman Owens called the meeting to order at 5:05 p.m.

Approval of Minutes

A motion was made by Jervis Arledge, seconded by David Herndon, to approve the minutes of the regular meeting of August 26, 2003. The motion was unanimously approved.

Trustee Affairs

WNCW Report: David Gordon, Station Manager for WNCW Radio Station announced that WNCW filed an application, with the FCC, for license renewal on August 1, 2003. Mr. Gordon stated that November 3, 2003, was the deadline for filing formal objections to the renewal with the FCC, and it appears that none were filed. No formal objections were served on our counsel's office, which is required by the rules, and no formal objections appear in the FCC's database. The station began airing "The World," an hour-long newsmagazine from Public Radio International, every weekday from 6:00 – 7:00 p.m. A survey conducted revealed that 80% of the listeners liked the show and 19% did not.

Mr. Gordon reported that WNCW is continuing its efforts to strengthen the relationship between WNCW and the Broadcasting Production Technology curriculum program by offering internships for class credit. WNCW has begun working more closely with The Foundation by promoting The Foundation's current season both on-the-air and online at no cost to The Foundation. Mr. Gordon extended an invitation, on behalf of Robert Siler, Chair of WNCW's Community Advisory Board, to the trustees to attend Advisory Board meetings as often as possible.

Mr. Gordon announced that WNCW's membership program continues to thrive. Since 2001, WNCW's membership has grown from 4,816 to 5,010 active members. The amount pledged has increased from \$356,000 in 2001 to almost \$562,000 in 2003. While

the number of new members has decreased, the number of renewing members has doubled since 2001. As of today, WNCW has 798 members in Charlotte (16% of our total membership) who have contributed a total of \$57,800 since April 2003. Mr. Gordon stated that WNCW has faced the prospect of a new full-power station knocking our Charlotte translator off the air for over a year. WNCW has filed for a number of open frequencies in Charlotte, but there has been no word on whether or not this process was successful. If WNCW is not able to obtain a new translator frequency, or if WNCW is not able to proceed with the purchase of a full-power station, then at some point, when WNCW's Charlotte translator is forced off the air, WNCW will no longer have a signal in Charlotte.

Mr. Gordon stated that the radio station should undergo a periodic review to determine if the prescribed guidelines provide an effective framework for operation and growth. This review process could include the Board of Trustees in whole or in part, the Community Advisory Board and WNCW management and staff.

Business Affairs

A motion was made by Jervis Arledge, seconded by Gordon Scott, to transfer \$14,029.50 from Old Construction Funds to pay for re-roofing the gymnasium area in the Student Services Building and the Library. The motion was unanimously approved.

Stephen Matheny requested that Isothermal Community College be allowed to enter into an agreement with BB&T to allow the College to access banking information on Institutional and Local Funds Accounts via BB&T's Internet web site. A motion was made by Sue Cochran, seconded by Ken Hankinson, to approve the College accessing banking information on the Internet. This motion was unanimously approved.

President Lewis announced that gifts and donations totaling \$30.00 have been received from August 1, 20003 through October 31, 2003. A motion was made by Bobby England, seconded by David Herndon, to accept these gifts and donations. (A-1)

A motion was made by Ron Paris, seconded by Gordon Scott, to approve budget revisions as presented. The motion was unanimously approved. (A-2)

Academic Affairs

President Lewis announced that the College received a letter from the University of Texas at Austin that informed us that we are a semi-finalist for the 2003-2004 MetLife Foundation Best-Practice College Award. Dr. Lewis stated that this recognition was not something we sought but we are delighted to be recognized for it is based upon the very strong performance we have in student retention. We have since responded to their request for information and will await the announcement of finalists. Dr. Lewis stated that last year there were thirteen semi-finalists in the nation and that we are in equally rare company this time around. Congratulations should go to the entire faculty and staff for this accomplishment. Dr. Lewis also expressed appreciation to the Board for their role in this achievement due to their strong support for Isothermal Community College and the Learning College vision that it pursues.

Bio-Technology

President Lewis announced that the Community College System received a \$9 million grant for the System to establish five centers for bio-technology across the state. Isothermal is probably not going to be one of those centers but we want to be closely aligned with the center that is going to serve the western part of the state. Dr. Lewis stated that he had attended a couple of meetings at A-B Tech – Enka Campus and we will probably be partnering with them in helping to develop the bio-technology and bio-manufacturing curricula. Since A-B Tech has already invested money into laboratory equipment and space on their Enka Campus, we hope to work out a one-plus-one program where students take their first year with us and then take their lab work at A-B Tech – Enka Campus. Robert Harrison added that bio-technology is the research end of this field and bio-manufacturing is the application end. These jobs will be excellent entry level positions and will require a two-year technical degree. The salaries quoted at the meeting are quite attractive. There is a projected boom in this particular area between 2005 and 2010. David Herndon reported that he had seen a Power Point Presentation on Bio-Technology at a recent conference he attended and he requested that President Lewis obtain the Power Point Presentation to share with the trustees at a future meeting.

Allied Health

President Lewis announced that the College has been actively pursuing other allied health options to support the health care industry in our surrounding areas. Dr. Lewis stated that he has had extensive conversation with representatives at Rutherford Hospital and attended meetings at the Mountain Area Health Education Consortium in Asheville. According to these two institutions, the hardest position to fill, at this time, is radiological technology. It is also a very high cost program and one that we would be unable to pursue without substantial grant support for the equipment and the first year of operation. Dr. Lewis stated that we are looking at this option as well as other options to expand our offerings in allied health care.

Bruce Waddingham reviewed the Executive Summary 2002-2003 Tech Prep Grants with Rutherford County and Polk County. Mr. Waddingham stated that the major goals of Isothermal Community College with a Tech Prep Grant is to further the Learning College concept at Isothermal Community College. In order to do this, the College conducted a number of in-service activities for staff and provided opportunities for faculty and staff to return to industry to gain further knowledge of the opportunities and needs of the local industries. In-service, on-campus activities consisted of a workshop on learning styles, Great College Retreat for the entire full-time faculty and staff, completion of the foundations for cooperative professional learning for new faculty, and professional development activities on Fish, safety, and adventure training. Through these various activities, of which the Tech Prep money was spent, all individuals at the college were reached in some manner, including custodial, maintenance, secretarial, faculty, administration, and support staff. (A-3 and A-4)

President Lewis distributed an article entitled, "College Credit in High School." The purpose of this document was to explain in greater detail the interest in the Innovative Education Initiatives Act. (A-5)

President Lewis announced that Rutherford County Schools and Isothermal Community College have applied for enrollment in the First in America Innovative Education Initiatives Act. A new high school curriculum will be created to reduce our dropout rate, increase our college rate, and assist in the economic development of the community. Dr. Lewis stated that Rutherford County Schools and the College will utilize local and state funding. In addition, a grant application will be submitted for the Bill and Melinda Grates New Schools Project. A motion was made by Ken Hankinson, seconded by Doug Pearson, to approve the College submitting an application for this grant. This motion was unanimously approved. (A-6)

Prior to the conclusion of the meeting, in reference to an earlier agenda discussion, David Herndon reported that Mr. Charles Hill, Chairman of the Rutherford County Commissioners, proposed that a committee be formed and that each Board (College, Public Schools, EDC, etc.) have a representative. A motion was made by David Herndon, seconded by Ken Hankinson, for Chairman Owens to contact Mr. Hill to request that a trustee member or a member of the administration be included on that committee. The motion was unanimously approved.

Personnel

President Lewis announced the following resignations:

- a. Scott Carroll, Maintenance, effective September 22, 2003
- b. Kathy Rollins, Maintenance, effective October 31, 2003
- c. April Cline, LPN Instructor, effective October 31, 2003
- d. Audrey Sherrill, Director/Counseling and Testing, effective November 26, 2003

Statements of Appointments were issued to the following personnel:

- a. Rick Edwards, Director of Plant Operations and Maintenance, September 16, 2003 through June 30, 2004
- b. Allison Dyer, WNCW Membership Director, October 13, 2003 through June 30, 2004
- c. Gregory Dean Dobbins, Groundskeeper/General Maintenance, November 3, 2003 through June 30, 2004
- d. Arthur Chapman, Maintenance/Custodial/Security Polk Campus, November 10, 2003 through June 30, 2004
- e. Dr. John Quinley, Director of Assessment, Research and Planning, December 1, 2003 through June 30, 2004

A motion was made by Gordon Scott, seconded by David Herndon, to approve a contract for Angela Ledford, LPN Instructor, November 1, 2003 through May 11, 2004. This motion was unanimously approved (A-7)

A motion was made by Ken Hankinson, seconded by Doug Pearson, to approve a contract for Pamela Sain, ADN Instructor, Foothills Nursing Consortium January 2, 2004 through May 11, 2004. The motion was unanimously approved. (A-7)

A motion was made by Gordon Scott, seconded by Jervis Arledge, to approve the revisions to the Isothermal Community College Leave Policy. The motion was unanimously approved. (A-8)

President Lewis made the following announcements:

1. New Century Scholars Program - Emile Pandolfi at Christmas – The Foundation November 14, 2003, 6:30 p.m. (Reception) 8:00 p.m. (Concert)
2. Thanksgiving Holidays November 26, 2003
(College Closed) (Staff leaves at 1:00 p.m.)
November 27, 2003
November 28, 2003
3. ICC Christmas Luncheon December 2, 2003
(The Foundation) (12 noon)
4. Winter Holidays December 22, 2003*
December 23, 2003**
December 24, 2003
December 25, 2003
December 26, 2003
December 29, 2003***
December 30, 2003***
December 31, 2003***
5. New Year's Holiday January 1, 2004
(Return to work January 2, 2004)

* December 22, 2003, taken as Administrative Leave

** December 23, 2003, taken in lieu of Memorial Day

*** December 29, 30, and 31, taken as vacation or earned compensatory leave

President Lewis announced the upcoming Cultural/Foundation Events:

1. Two live tapings of the King Pup Radio Show with Phil and Gaye Johnson and Guests, November 14-15, 2003, Library Auditorium, 7:30 p.m. (\$5.00 donation requested for admission)
2. Uki and Christopher Harding: Classical Piano and Oboe, Polk Campus, November 18, 2003, 7:00 p.m.
3. Native American Song and Dance Troupe, Isothermal Outdoor Amphitheater, November 19, 2003, 12 noon (Student Lobby in case of inclement weather)
4. Classic Rock All Stars, Saturday, November 22, 2003, 7:30 p.m., The Foundation, Admission \$5.00 - \$18.00
5. *A Dickens Christmas* at Isothermal: Music and Drama: The Foundation December 11, 2003, 7:00 p.m.
6. Martin Luther King, Jr. Birthday Celebration: A Visual History, January 15, 2004, Foundation Lobby, All day

Each trustee was presented a CD entitled, "Crowd Around the Mic," Vol. 7 from WNCW. The Board requested that President Lewis express their appreciation to WNCW for the gift and for the advances they seemed to have made in programming and other areas of operation.

The meeting adjourned at 6:03 p.m.


CHAIRMAN


SECRETARY