

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
FEBRUARY 8, 2005

The Board of Trustees of Isothermal Community College met on Tuesday, February 8, 2005, in the "Blue Room" of the Business Sciences Building. The following trustees were present: Elizabeth Owens, Chairman; Jervis Arledge, Jimmy Tanner, Kenny Hankinson, Terry Hines, Ron Paris, Benny Smith, James Hutchins, David Herndon, Doug Pearson, Sue Cochran, Gordon Scott, and Warren Carson. The following staff members were present: Willard Lewis, Myra Johnson, Stephen Matheny, Amy Penson, Scott Scheer, Fred Bayley, John Quinley, and Bruce Waddingham. Others present were: Donna Peters, Anna Renfro, and Robin Davis from the Rutherford County Schools and Jean Gordon with **The Daily Courier**. Chairman Owens called the meeting to order at 5:00 p.m.

Minutes

A motion was made by Terry Hines, seconded by David Herndon, to approve the minutes of the regular meeting of November 9, 2004, and the Joint Meeting with Rutherford County Commissioners and the Rutherford County Board of Education on January 6, 2005. The motion was unanimously approved.

Trustee Affairs

Kenny Hankinson and Jervis Arledge reported on the Joint Meeting of the Facilities and Finance Committees which met on January 20, 2005. The committees discussed altering the existing plans, drawn by Boney Architect, for a material training and testing facility to provide additional classroom space to house students enrolled in the new high school project. Isothermal Community College received \$1.6 million in state bond money to spend on the construction of a facility. However, this amount is not enough to construct a building to house the new high school. President Lewis proposed contacting universities, who partner with Isothermal to offer baccalaureate degrees on campus, to seek additional funding. Dr. Lewis stated that the universities may agree to contribute funding in exchange for a permanent classroom and office space on campus. The committees directed Dr. Lewis to contact Boney Architect and request that revisions be made to the proposed plans, that he contact university leaders about contributing to the cost of the facility, and that he contact the county commissioners regarding the proposed construction project.

Business Affairs

Materials outlining the results of a North Carolina Community College System Economic Impact Study were distributed. The study indicates, both at the state and local levels, the magnitude of the economic impact that community colleges have throughout the state.

On the local level, the study demonstrates that Isothermal Community College is a sound investment. It provides opportunity, affordability, accessibility and versatility to accommodate the needs of our businesses, workforce, and our citizens interested in higher education and lifelong learning. The college enriches the lives of students and increases their lifetime incomes. It benefits taxpayers by generating increased tax revenues and reducing the demand for taxpayer-supported social services. It contributes to the vitality of both the local and state economies.

President Lewis announced that the State Financial Auditors were on campus for the past six weeks. An official report will be forthcoming, but unofficially the auditors had no written recommendations.

A motion was made by Gordon Scott, seconded by James Hutchins, to approve the following Continuing Education Specific Fees Policy:

Specific fees may be charged to a Continuing Education student for an amount up to \$300 per course. These fees will be deposited in a local institution fund account. They will be used for the purpose for which they were charged and collected, including certification fees, texts, tests, insurance, tools, etc. as well as other consumables expended in the instructional process. Any fee over \$300 will have specific approval by the College Board of Trustees. The President will be authorized to approve all fees under \$300 and will make an annual report to the College Board of Trustees of fees that were charged.

This motion was unanimously approved. (Attachment 1)

The board discussed the Proposed Intellectual Property Policy. Intellectual property may be defined as any intellectual or creative works that can be copyrighted or patented. Such works may include but are not limited to literary, musical, dramatic or artistic works, computer software, multimedia presentations or inventions. The policy outlined conditions and criteria to be followed in determining the distribution of any benefits arising from any such intellectual property. A motion was made by Jervis Arledge, seconded by David Herndon, to approve the Proposed Intellectual Property Policy as presented. The motion was unanimously approved. (Attachment 2)

Stephen Matheny reported that specifications for the underground wiring project was sent out for bids on January 10, 2005, and it was run as a public advertisement until it closed on January 28, 2005. Several local vendors were contacted but Duke Power submitted the only bid on the project. A motion was made by Terry Hines, seconded by Doug Pearson, to award the bid for the underground wiring project to Duke Power. The motion was unanimously approved.

President Lewis announced that gifts, grants, and donations totaling \$56,195 were received from November 1, 2004 through January 31, 2005. A motion was made by Kenny Hankinson, seconded by Gordon Scott, to accept these gifts and donations. The motion was unanimously approved. (Attachment 3)

A motion was made by Kenny Hankinson, seconded by David Herndon, to approve budget revisions/reversions as presented. This motion was unanimously approved. (Attachment 4)

Academic Affairs

Dr. Anna Renfro and Ms. Robin Davis presented a power point presentation on the New Schools Project. Following the presentation, a motion was made by Gordon Scott, seconded by Doug Pearson, to approve the ongoing partnership between the Rutherford County Schools and Isothermal Community College to pursue funding from the Gates Foundation in the establishment of the New Schools Project on the Isothermal Community College campus. The grant application deadline is March 18, 2005. The motion was unanimously approved.

President Lewis reported on the regulations and findings of the 2004 Continuing Education Internal Audit Report (Accountability and Creditability Plan). Dr. Lewis shared copies of the Spring, Summer, and Fall Semester, 2004, accountability and creditability results with the board and stated that the college has met or exceeded criteria in all areas. A motion was made Jervis Arledge, seconded by Benny Smith, to approve the process and the report. The motion was unanimously approved. (Attachment 5)

President Lewis announced Statements of Appointment for the following staff members:

- a. Lee Hoyle, Maintenance, December 1, 2004 – June 30, 2005
- b. Leanna Joyner, Director of Marketing and Promotions, WNCW
December 9, 2004 – June 30, 2005

President Lewis announced the retirement of Shirley Holland, Circulation Technician in the Library, effective April 1, 2005. Ms. Holland retires with 25 years of service.

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

- a. Alecia Dorn, ADN Nursing Instructor, Foothills Nursing Consortium, August 19, 2004 – May 16, 2005
- b. Tracey Miller, ADN Nursing Instructor, Foothills Nursing Consortium, January 3, 2005 – June 30, 2005
- c. Teresa Martin, ADN Nursing Instructor, Foothills Nursing Consortium, January 3, 2005 – May 16, 2005

The motion was unanimously approved. (Attachment 6)

A motion was made by Sue Cochran, seconded by Kenny Hankinson, to approve Educational Leave, with pay, for the following personnel:

- a. Deborah Palmer-Crombez, Chemistry Instructor, Educational Leave, With Pay, May 16, 2005 – July 16, 2005
- b. Deborah Wiltshire, LPN Director, Educational Leave, With Pay, February 8, 2005 – April 30, 2005
- c. Deborah Puett, Developmental Math Instructor, Educational Leave, With Pay, June 25, 2005 – July 22, 2005

The motion was unanimously approved.

A motion was made by Ron Paris, seconded by David Herndon, to approve Letters of Intent for Faculty for 2005-2006. This motion was unanimously approved. (Attachment 7)

President Lewis reported that the Board of Trustees passed Policy 803 around 1984. This policy states that teaching faculty in the humanities, social sciences and natural sciences should possess a minimum educational preparation equivalent to one year of advanced study in the teaching field beyond the Master's Degree. New teaching faculty in these fields must meet the foregoing minimum academic preparation upon employment. Dr. Lewis stated that Jamey Spratt possesses a Master's Degree in his subject field. In addition he has 12 hours further in his subject field. He meets and exceeds SACS requirements but he is 6 hours short of Policy 803. Dr. Lewis requested that Mr. Spratt be allowed to satisfy Policy 803 with the 12 hours he has in field in addition to taking 6 hours in education courses. A motion was made by Kenny

Hankinson, seconded by Gordon Scott to approve the President's recommendation. The motion was unanimously approved. (Attachment 8)

Other Business

President Lewis announced the following WNCW Advisory Board Meeting Dates:

1. Saturday, February 12, 2005, Board and Station Staff Retreat
2. Monday, May 2, 2005, ICC Campus, 7:30 p.m.
3. Monday, August 1, 2005, ICC Campus, 7:30 p.m.
4. Tuesday, November 1, 2005, ICC Campus, 7:30 p.m.

President Lewis made the following announcements:

1. Professional Development Day – Staff, February 10, 2005, The Foundation
2. Faculty Retreat, Kanuga Conference Center, February 9-11, 2005
3. Black History Month Presentation: Charlotte African American Writers Group, Library Auditorium
4. Isothermal Senior Challenge, March 8, 2005, Library Auditorium
5. ICC Golf Tournament, March 23, 2005, Apple Valley Country Club
6. Spring Holidays for Faculty and Students, March 24, 2005 – April 4, 2005
7. Spring Holidays for Staff, March 25, 2005 through March 28, 2005
8. Second Annual Writers' Workshop, Saturday, April 30, 2005, Business Sciences and Library Auditorium
9. Board of Trustees' Meeting, May 10, 2005, 5:00 p.m., "Blue Room"
10. ICC Curriculum Graduation, May 16, 2005, 7:30 p.m. - The Foundation
11. ICC Adult High School/GED Graduation, May 17, 7:30 p.m. - The Foundation
12. Registration - Summer Semester, May 17, 2005

President Lewis announced the following Cultural Events:

1. "The Rainbow Fish," Thursday, February 10, 2005, 10 a.m. and 12 noon, The Foundation
2. "Cotton Patch Gospel," Tuesday, February 15, 2005, 7:30 p.m. The Foundation Auditorium
3. "Riders In The Sky," Saturday, February 19, 2005, 7:30 p.m., The Foundation Auditorium

4. Isothermal Poetry Slam, Friday, March 4, 2005, 7:00 p.m., Foundation Lobby
5. "National Symphony Orchestra," Friday, March 18, 2005, 7:30 p.m. The Foundation Auditorium
6. Spratt Literary Series, Friday, April 8, 2005, 7:30 p.m., Library Auditorium
7. Second Annual Film Symposium, Saturday, April 9, 2005, 7:00 p.m., Library Auditorium
8. "The Adventures of Huckleberry Finn," Monday, April 11, 2005, The Foundation
9. "Ramona Quimby," Friday, April 22, 2005, 10 a.m. and 12 noon, The Foundation
10. "Boogiefest," Saturday, May 14, 2005, The Foundation

The meeting was adjourned at 6:27 p.m.



CHAIRMAN



SECRETARY