

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

The Board of Trustees and Rutherford County Commissioners met jointly on Tuesday, November 8, 2005, in the Business and Industry Training Center in the Communications Technology Building. The following trustees were present: Warren Carson, Chairman; Ron Paris, David Herndon, Terry Hines, Jimmy Tanner, Kenny Hankinson, Pat Morgan and Ron Giles. Staff members were: Willard Lewis, Myra Johnson, Stephen Matheny, Fred Bayley, John Quinley, Bruce Waddingham, Amy Penson and Scott Scheer. Those present from the Rutherford County Commissioners' Office were: Chuck Hill, Chairman; Brent Washburn, Chivous Bradley, Paul McIntosh, Amanda King, John Condrey, Rob Bole, and Hazel Haynes. Pam Bunch from **The Daily Courier** was also present. Chairman Carson called the meeting to order at 5:03 p.m.

Joint Meeting with Rutherford County Commissioners

The Trustees and County Commissioners met jointly to discuss funding for the Lifelong Learning Center. Stephen Matheny presented architectural drawings to the boards which included the site plan on the south side of the campus, prepared elevation, first floor plan and second floor plan. Dr. Lewis indicated that the college has \$3.1 million to fund this project. The public schools have indicated that they will contribute \$1 million. Dr. Lewis stated that the college is seeking additional funds through various sources. If this funding does not materialize, the college is asking that the County Commissioners appropriate \$1 - \$1.5 million to complete this project. After the presentation, Mr. Hill indicated that the County Commissioners were not prepared to give the Board of Trustees an answer at this meeting. Mr. Hill stated that the County Commissioners will put this item on their December 5, 2005, agenda and will notify the Board of Trustees regarding their decision.

Approval of Minutes

A motion was made by Jimmy Tanner, seconded by Terry Hines, to approve the minutes of the regular meeting of August 9, 2005, and the called meeting of October 11, 2005. The motion was unanimously approved.

Trustee Affairs

President Lewis gave a brief report on the Southern Association of Colleges and Schools On-Site Visit to Isothermal Community College on September 26-29, 2005. Dr. Lewis stated that the visit went very smoothly and the committee had only one recommendation which had to do with how the college evaluates adjunct faculty. Dr. Lewis further stated

that action has already been taken to address this recommendation. Dr. Lewis announced that the college is also working on a Quality Enhancement Project (QEP). The QEP is a five-year project in which the college will engage in some unique and direct measures of general education requirements. The QEP focuses on three goals:

- Enhance the assessment of general education competencies as part of program assessment
- Expand student involvement with assessment in general education
- Develop a capstone portfolio system in general education

Dr. Lewis stated that the college's QEP was very well received by the SACS On-Site Visiting Team.

President Lewis presented a copy of a press release from the North Carolina Association of Community College Trustees (NCACCT) in which the association responded to the State Auditor's recommendation for more monitoring of community colleges. The State Auditor recommended that the State Board of Community Colleges take the following steps:

- Review and approve all employment contracts for the presidents of the 58 community colleges
- Review by-laws and policies of all community colleges and boards of trustees to ensure they are not in conflict with state regulations
- Assess the need for improved training for local trustees

Dr. Lewis stated that the NCACCT countered the State Auditor's report with a call for local autonomy in keeping with the Community College System's 42-year history. (A-1)

A motion was made by Kenny Hankinson, seconded by David Herndon, to approve the Appendices to the Board of Trustees Operational Manual. This motion was unanimously approved. (A-2)

### Business Affairs

Stephen Matheny announced that the roofing project on the Student Services Building will soon be completed. The roofing project has been started on the Library as well. Mr. Matheny reported that the total cost of the two projects came in under budget with a projected savings of \$31,500. These savings could be utilized for other projects on campus.

Mr. Matheny reported that the Requests for Proposals (RFP) for management of the Powers Bequest were issued to the general public on October 31, 2005. Mr. Matheny

stated that he made general contacts with 18 local potential parties that are interested in submitting a bid. The deadline for receipt of RFPs is November 21, 2005.

A motion was made by Ron Paris, seconded by David Herndon, to change the price of a full set of acrylic nails from \$12.00 to \$15.00. The price was listed incorrectly on the cosmetology fee schedule. This motion was unanimously approved.

A motion was made by Kenny Hankinson, seconded by Terry Hines, to approve increasing the truck driving fee from \$2,900.00 to \$3,400.00. The proposed increase is due to the cost of fuel and is the first increase in five years. The motion was unanimously approved.

A motion was made by David Herndon, seconded by Pat Morgan, to approve the following Continuing Education Refund Policy:

A 100% refund shall be made if the student officially withdraws prior to the first day of class or if the class is cancelled. A 75% refund shall be made if the student officially withdraws from the class prior to or on the 10% point of the class. Exceptions to this policy can be made by the Dean of Continuing Education.

The motion was unanimously approved. (A-3)

President Lewis announced that gifts, grants, and donations totaling \$305.85 were received from August 1, 2005 through October 31, 2005. A motion was made by Ron Giles, seconded by Kenny Hankinson, to accept these gifts and donations. The motion was unanimously approved. (A-4)

A motion was made by David Herndon, seconded by Pat Morgan, to approve budget revisions as presented. This motion was unanimously approved. (A-5)

Mr. Bruce Waddingham reported that for the past ten years, the college has received a grant for the Tech Prep Program. As part of the grant process, the college must submit a Tech Prep Goal Summary to the review board. Mr. Waddingham stated that the Tech Prep Goal Summary for Rutherford and Polk Counties were included in their packet for their review. Mr. Waddingham reported that one more year remained on the present grant. (A-6 and A-7)

Personnel

President Lewis announced the following resignations:

1. Teresa Martin, Instructor, Foothills Nursing Consortium, effective August 8, 2005
2. Martha Blackwell, Assistant to the Director of Human Resources, effective October 31, 2005
3. Wanda Cash, Occupational/HRD, effective November 1, 2005

President Lewis announced the following retirements:

1. Lowery Luckadoo, Welding Instructor, effective October 1, 2005
2. Marvie Alexander, Teaching Technician - Business Sciences, effective October 1, 2005
3. Sylvia Bibler, Secretary, Applied Sciences and Technology, effective November 1, 2005
4. Bruce Waddingham, Dean, Applied Sciences and Technology, effective January 1, 2006
5. Janice Jolley, Secretary - Continuing Education, effective January 1, 2006

President Lewis announced that a Statement of Appointment had been issued to Engle Troxler, Reference/Circulation Librarian, November 7, 2005 - June 30, 2006

Other Business

President Lewis made the following announcements:

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| 1. | Thanksgiving Holidays<br>(College Closed) | November 23, 2005<br>(Staff Leaves at 1 p.m.)<br>November 24, 2005<br>November 25, 2005                      |
| 2. | ICC Holiday Luncheon                      | December 8, 2005<br>(12 Noon)  |
| 3. | ICC Winter Holidays<br>(College Closed)   | December 21, 2005<br>(Staff leaves at 1 p.m.)<br>December 22, 2005<br>December 23, 2005<br>December 26, 2005 |

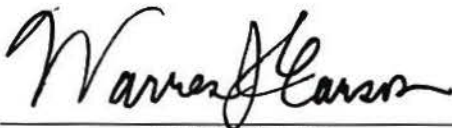
December 27, 2005\*  
December 28, 2005\*\*  
December 29, 2005\*\*  
December 30, 2005\*\*

- \* December 27, 2005, taken in lieu of Memorial Day
- \*\* December 28, 29 and 30, 2005, must be taken as earned vacation or earned compensatory leave


President Lewis announced the following Cultural/Foundation Events:

1. Brno Chamber Soloists, November 10, 2005, 7:30 p.m., The Foundation
2. Isothermal Singers Fall Concert, December 3, 2005, 7:30 p.m., Library Auditorium
3. The Littlest Angel, December 6, 2005, 10 a.m. and 7 p.m., The Foundation
4. The Littlest Angel, December 7, 2005, 10 a.m. and 7 p.m., The Foundation
5. Martin Luther King Gospel Festival (to be announced)
6. Isothermal Annual Poetry Slam, February 17, 2006, Foundation Lobby

The meeting was adjourned at 6:23 p.m.



CHAIRMAN



SECRETARY