

ISOTHERMAL COMMUNITY COLLEGE
CALLED MEETING OF BOARD OF TRUSTEES
OCTOBER 2, 2007

A Called Meeting of the Board of Trustees was held on Tuesday, October 2, 2007, in the "Blue Room" of the Business Sciences Building. The following trustees were present: Warren Carson, Chairman; Ron Paris, Gordon Scott, Buck Petty, David Eaker, Ron Giles, James Hutchins, David Herndon, Shay Hahn, Vernon Hoyle, Bobby England and Grady Franklin. The following staff members were present: Myra Johnson, Stephen Matheny, Amy Penson, Glenda Scruggs, John Quinley, Pat Freeman and Mike Gavin. The following people were also present: Pam Bunch from **The Daily Courier**, Sam Craig, College Attorney, and Erin Riddle, Jeana Lenhardt, Sarah Kilgo and Chuck Stutzman, students in the Masters program at Appalachian State University. Chairman Carson called the meeting to order at 5:10 p.m.

Oath of Office

Ms. Amy Penson, Controller, administered the Oath of Office to Ms. Shay Hahn who was appointed by the Polk County Commissioners. Ms. Hahn's Oath of Office will be filed in the Office of the President.

Ethics Statement

Chairman Carson asked board members if they knew of an actual conflict of interest or the appearance of a conflict of interest which existed with regard to any matter coming before the Board of Trustees. Hearing none, the meeting proceeded.

Business Affairs

Dr. Myra Johnson asked the board members for questions on the State Budgets Over The Years, the Rutherford County Budgets Over The Years, the Polk County Budgets Over The Years, and the 2006-2007 Rutherford and Polk County Budget Appropriations, which had been mailed to the board earlier. (A- 1, 2, 3, 4, and 5).

Mr. Stephen Matheny then reviewed the Summary of Revenues and Expenditures. A motion was made by James Hutchins, seconded by Gordon Scott, to approve the College Budget (DCC2-1 Form) State, Local and Institutional Budgets for 2007-2008. The motion was unanimously approved. (A-6)

Personnel

President Johnson introduced Dr. Patricia Freeman, Vice President of Academic and Student Affairs, who will report to work effective October 22, 2007. Stephen Matheny, who served as chairman of the selection committee, expressed his appreciation to the two

board members who served on the search committee for the time and energy each spent on the selection process.

Long Range/Facilities Master Plan

President Johnson informed the board that state legislators were developing a way to allocate funds to the North Carolina Community College System. Individual colleges have been asked to develop a Long Range Plan and a Facilities Master Plan. John Quinley, Director of Assessment, Planning and Research, stated that the current process requires community colleges in the NCCCS to acquire facilities and equipment through a grant fund solicitation process or through local or state-wide bond referendums. To improve this process and to better position the NCCCS for state-wide bonds, the NC State Board instituted a long range planning process that will provide the basis for the development of the Facilities Master Plans at each college. Both plans have short time lines—January 1, 2008, for the Long Range Plan and June 1, 2008, for the Facilities Master Plan.

Colleges have flexibility in the process for the development of long range plans and in the final format of the report. However, colleges are required to comply with seven traditional planning steps. The College must:

1. Develop an **organizational structure** for planning. Isothermal has instituted two groups: an executive committee consisting of Myra Johnson, Pat Freeman, Stephen Matheny, John Quinley, and Mike Gavin; and a planning council consisting of the management team and several other representative individuals.
2. Compile demographic and economic **service area trend projections**. The private consulting firm, CCbenefits, will be providing this information for Rutherford and Polk Counties and the surrounding counties, including South Carolina counties.
3. Provide **enrollment projections**. The College can use one of several enrollment projection models provided by the state office. These models are all based solely on historical enrollments.
4. Conduct **faculty program planning surveys**. This process will involve faculty members to use knowledge of their respective areas to predict enrollments and corresponding needs for facilities.
5. Hold **community listening forums**. This process assembles a cross section of the community to discuss the college's potential role in the demographic and economic future of the service area.

6. **Analyze the results** of the listening forums. Listening forum participants will be offered the opportunity to review this analysis.
7. Develop a **list of key implications**. The list will be synthesized from the information gained from the above processes.

President Johnson requested the board's approval to begin work on a grant application for \$1 million, which will come from the \$15 million allocated by the legislature to the NCCCS, to replace the "temporary" buildings located on campus. These buildings have been used for Continuing Education art classes, storage, construction trades classrooms, and similar programs for the past 30 years. If the grant is approved, work on replacing these buildings could begin immediately. A motion was made by "Buck" Petty, seconded by Grady Franklin, to endorse the preparation of the grant application which is due by the middle of October. The motion was unanimously approved.

The meeting was adjourned.



CHAIRMAN



SECRETARY