

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF BOARD OF TRUSTEES
NOVEMBER 11, 2008

The Board of Trustees of Isothermal Community College met on Tuesday, November 11, 2008, in Seminar B of The Foundation. The following Trustees were present: Warren Carson, Chairman; James Hutchins, David Herndon, Pat Morgan, Gordon Scott, Ron Giles, David Eaker, Shay Hahn, Sally Jo Carter, Vernon Hoyle, Grady Franklin, Jacqueline Godlock, and "Buck" Petty. The following staff members were present: Myra Johnson, Stephen Matheny, Pat Freeman, Kim Gold, Amy Penson, Glenda Scruggs, Mike Gavin, and Dana Whitehair. Pam Bunch with **The Daily** Courier was also present: Chairman Carson called the meeting to order at 5:21 p.m.

Moment of Silence

Chairman Carson asked for a moment of silent reflection in honor of all veterans. Dr. Carson asked those veterans on our board to accept our gratitude for their service to our country.

Ethics Statement

Chairman Carson asked board members if they were aware 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.

Approval of Minutes

A motion was made by Ron Giles, seconded by Shay Hahn, to approve the minutes of the regular meeting of August 19, 2008, and the called meeting of September 23, 2008. This motion was unanimously approved.

Administrative Affairs

President Johnson informed the board that a high school student, who has been enrolled in the New Century Scholars Program for the past six years, will be graduating this spring. Since the Attorney General ordered the North Carolina Community College System to cease admitting undocumented immigrants, this student cannot attend Isothermal Community College. Under the guidelines of the New Century Scholars Program, a student who fulfills certain criteria, may attend Isothermal Community College for two years tuition free at the in-state rate. Dr. Johnson stated that the student has fulfilled his obligations but under the law cannot attend Isothermal. Dr. Johnson noted that undocumented immigrants may attend the university system or private colleges but under the state's rule may not attend any community college. She further informed the board that when the program started, it was open to any student. Dr. Johnson asked for permission to approach the ICC Foundation, who sponsors the New Century Scholars Program, and ask that they approve the transfer of money equivalent to the in-state rate from Isothermal Community College to a private college or university.

A motion was made by "Buck" Petty, seconded by Gordon Scott, to allow President Johnson to approach the ICC Foundation in requesting a transfer of funds from the New Century Scholars Program. The motion was unanimously approved.

Business Affairs

Stephen Matheny informed the trustees that the college has three informal projects in progress. The Construction Trades/Welding Shed project is scheduled for completion by November 20, 2008. The second project, a piano storage room in the back of The Foundation, has some minor details to work out. The final project is the renovation of the library at the Polk County Campus to accommodate the need for some medical classrooms. A final inspection and punch list will be held on Monday, November 17, 2008, at the Polk County Campus. Mr. Matheny stated that he learned a lot by having three projects in one contract with three different funding sources. Overall the college's facilities will be enhanced.

Mr. Dana Whitehair, General Manager of WNCW Public Radio Station, informed the board that he had been contacted by Wilkes Community College to determine if Isothermal Community College would be interested in purchasing their FCC License. Mr. Whitehair explained that Wilkes Community College is no longer offering the radio portion of its Broadcast Production Technology program which was staffed entirely by students from that program. Mr. Whitehair stated that Wilkes County has approximately a half million listeners who could become potential members or underwriters. After discussing the pros a trustee asked for the cons. Mr. Whitehair stated that the only downside of this acquisition would be that Isothermal would be adding a radio station that would occasionally need technical support. Mr. Matheny added that although the equipment is in excellent shape, if there were a problem, someone would have to make a two-hour trip to Wilkesboro to fix it. After discussion, a motion was made by Grady Franklin, seconded by James Hutchins, to have Stephen Matheny and Dana Whitehair, proceed with the negotiations to purchase the FCC License currently owned by Wilkes Community College. The motion was unanimously approved.

Mr. Stephen Matheny reported that he had prepared a 3-1 Form which is required for us to send to the State Board of Community Colleges for approval authorizing them to disburse funds that are being held on behalf of Isothermal Community College. Funds were carried over from the construction of the Lewis Life Long Learning Center. A portion of that money, \$107,878.00, is in the county capital reserve fund. Mr. Matheny stated that the College has a need for several renovation projects, i.e. expansion of the welding shop, expansion of our electrical services in the cosmetology department, a renovation of the large room beside Cosmetology to expand the physical education department and an office in the administration building to accommodate the new Vice President. A motion was made by "Buck" Petty, seconded by Gordon Scott, to authorize Stephen Matheny to submit a 3-1 Form to the State Board of Community Colleges to disburse funds being held for Isothermal Community College.

This motion was unanimously approved.

President Johnson reported that the ICC Foundation has given her permission to transfer the Crotts property from the Foundation to the College. A motion was made by Gordon Scott, seconded by Vernon Hoyle, to accept the transfer of property from the ICC Foundation to the College and to grant permission to President Johnson and Mr. Matheny to work through the process. The motion was unanimously approved.

President Johnson announced that gifts, grants, and donations totaling \$117,312.40 were received from August 11, 2008 through November 11, 2008. A motion was made by Sally Jo Carter, seconded by Ron Giles, to approve these gifts, grants, and donations. The motion was unanimously approved. (Attachment 1)

A motion was made by Pat Morgan, seconded by Vernon Hoyle, to approve budget revisions as presented by Controller Amy Penson. This motion was unanimously approved. (Attachment 2)

Amy Penson, Controller, presented a list of accounts that should be written off the books. Ms. Penson stated that this list represents uncollectible accounts over the past four years. Ms. Penson further stated that each student's account has been flagged which means that they will be required to pay off any old debts before they can register again for any type of classes or obtain a transcript. All accounts over \$50.00 have been turned over to a state collection agency and the North Carolina Department of Revenue for debt collection proceedings. A motion was made by "Buck" Petty, seconded by James Hutchins, to approve the write-off of these outstanding balances, in the amount of \$73,049.90, as uncollectible. The motion was unanimously approved. (Attachment 3)

Personnel

President Johnson announced that a Statement of Appointment has been issued to Stephanie Webb, Membership Services Coordinator for WNCW, September 16, 2008 through June 30, 2009.

President Johnson announced the retirement of Paula Walker, Business Sciences Instructor, effective January 1, 2009.

President Johnson announced the resignation of Debra P. Duncan, Nursing Instructor with the Foothills Nursing Consortium effective December 31, 2008.

Other Business

President Johnson made the following announcements:

Thanksgiving Holidays (College Closed)	November 26, 2008 (Half-Day) November 27, 2008 November 28, 2008
ICC Holiday Social	December 2, 2008 (1:30 p.m. – 3:00 p.m.)
ICC Winter Holidays (College Closed)	December 19, 2008 (Half-Day) December 22, 2008* December 23, 2008** December 24, 2008 December 25, 2008 December 26, 2008 December 29, 2008** December 30, 2008** December 31, 2008**
New Year's Day	January 1, 2009 January 2, 2009 (Return to Work)

* December 22, 2008, taken in lieu of Memorial Day

** December 23, 29, 30, and 31, 2009, must be taken as earned vacation or earned compensatory time.

President Johnson announced the following cultural events

1. Southern Fried Chicks, November 13, 2008, at 7:30 p.m. - The Foundation Auditorium
2. It's A Wonderful Life: A Live Radio Play – November 25, 2008, 7:30 p.m. The Foundation Auditorium
3. Pat Boone "Christmas", December 8, 2008, 7:30 p.m. The Foundation Auditorium
4. Harlem Gospel Choir, January 19, 2008, 7:30 p.m. The Foundation Auditorium

The meeting adjourned at 6:22 p.m.



CHAIRMAN



SECRETARY