

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
MAY 11, 2010

The Board of Trustees of Isothermal Community College met on Tuesday, May 11, 2010, in the "Blue Room" of the Business Sciences Building. The following trustees were present: James Hutchins, Chair; Ron Giles, Leonard Hollifield, Grady Franklin, David Herndon, David Eaker, "Buck" Petty, Pat Morgan, Chivous Bradley, Ray Gasperson, Sally Jo Carter, and Jackie Godlock. The following staff members were present: Myra Johnson, Stephen Matheny, Kim Gold, Thad Harrill, Mike Gavin, Jo James, Steve Hollifield, Brett Parker and Glenda Scruggs. Allison Flynn with **The Daily Courier** was also present. Chairman Hutchins called the meeting to order at 5:10 p.m.

Agenda Confirmation

Chairman Hutchins asked board members if there were any additions or deletions to the board agenda. Hearing no changes, the agenda was confirmed.

Ethics Statement

Chairman Hutchins 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. Chivous Bradley stated that he had received a letter from the State Ethics Commission stating that since his wife is an employee of Rutherford County Schools, which may partner with Isothermal Community College, there is a potential for a conflict of interest.

Presentation

Ms. Jo James, Dr. Brett Parker, and Mr. Steve Hollifield presented a video and discussed their recent trip to India as a part of the World View program.

Approval of Minutes

Chairman Hutchins asked if there were any corrections to the minutes of February 16, 2010. Hearing none, the minutes were approved by general consent.

Trustee Items

Upon recommendation of the Executive Committee the following proposed meeting dates were confirmed:

- Tuesday, August 24, 2010
- November 16, 2010
- February 22, 2011
- May 24, 2011

The Executive Committee reviewed and/or discussed the following items:

- Reviewed the proposed agenda for the meeting of the Board of Trustees meeting on May 11, 2010
- Reviewed the first set of personnel policies
- Discussed a change in meeting dates and times
- Discussed Self-Assessments
- Discussed Nominating Committee Changes
- Discussed the proposed purchase of property
- Discussed the option of hiring an attorney who is versed in personnel policies

The Curriculum and Student Services Committee did not meet this quarter.

The Facilities Committee (Buildings and Grounds) did not meet this quarter.

The Nominating Committee discussed the composition of officers of the board and will recommend to the full board the following changes: Officers will consist of a Chair, Vice Chair, Secretary/Parliamentarian, and two trustees to serve at-large. This proposal would allow more trustees to be involved and would limit a person's term to four years as an officer rather than six years. The at-large members would rotate every year. The Trustee By-Laws will be revised to reflect this change and will be submitted to the Board of Trustees for their approval. (Attachment 1)

Upon recommendation of the Personnel Committee, the President's Evaluation and Contract was deferred to the end of the meeting.

A motion was made by Sally Jo Carter, seconded by Pat Morgan, to elect the following slate of officers for 2010 – 2011:

James Hutchins	Chair
David Herndon	First Vice Chair
Pat Morgan	Second Vice Chair
Grady Franklin	Secretary

This motion was unanimously approved.

Academic and Community and Workforce Education Items

President Johnson reported that registration/enrollment continued to increase. It has been a challenge for the summer with the reduction in budget and the increase in enrollment. The College is up 217 headcount and 103 FTE over summer 2009.

Thad Harrill reported that the recent ICC Foundation Golf Tournament, to support the College's New Century Scholars Program, netted about \$20,000. Mr. Harrill stated that the ICC Polk County Foundation Golf Tournament has been scheduled for The Cliffs on October 25, 2010.

President Johnson announced that the Community College System has approved our request for the Sustainable Technology Program. We are now moving forward to obtain approval through the Southern Association of Colleges and Schools for Accreditation of the program. Dr. Johnson stated that hopefully the College will be able to offer this program in the fall.

Administrative Items

A motion was made by "Buck" Petty, seconded by David Herndon to approve the 1st set of reviewed personnel policies as recommended by the administration. (Attachment 2)

President Johnson distributed copies of the Governor's Budget Recommendations for 2010 – 2011. (Attachment)

Business Items

Mr. Matheny gave the following update on WNCW:

- The spring fund drive exceeded their goal of \$150,000.
- New memberships have also increased.
- The Charlotte translator project is still in process.
- Merlefest was successful – our first since acquiring WSIF. The partnership is expected to strengthen between WNCW and Merlefest.

David Eaker informed the trustees that the Finance Committee met with President Johnson and Mr. Matheny prior the Board meeting, and approved the draft proposal of the Rutherford County Budget for 2010-2011. Mr. Matheny stated that the 2010-2011 budget request represents an overall increase of 2.5% from the 2009 - 2010 budget request. The increase reflects the state mandated increase in benefits and a custodial/maintenance position for the Rutherfordton

Elementary location. Upon recommendation of the Finance Committee a motion was made by David Eaker, seconded by Pat Morgan to approve the 2010-2011 budget request in the amount of \$1,960,445.00 (2.5%) This motion was unanimously approved. (Attachment 3)

Upon recommendation of the Finance Committee, a motion was made by David Eaker, seconded by Ray Gasperson, to approve the Polk County Local Budget request for 2010 – 2011 in the amount of \$138,138.00. The motion was unanimously approved. (Attachment 4)

A motion was made by Grady Franklin, seconded by “Buck” Petty, to approve the Lease Agreement between Isothermal Community College and Rutherford County Schools to lease approximately 17,000 sq. ft. consisting of 12 classrooms and various office spaces located at the vacated Rutherfordton Elementary School for a fee of \$1.00 annually. The premises will be used for the purpose of providing educational opportunities to Isothermal Community College students. The motion was approved with Chivous Bradley abstaining. (Attachment 5)

President Johnson announced that gifts, grants and donations totaling \$13,763.42 have been received from February 8, 2010 through May 3, 2010. A motion was made by Pat Morgan, seconded by Leonard Hollifield, to approve these gifts, grants and donations. The motion was unanimously approved. (Attachment 6)

Personnel Items

President Johnson announced the retirement of the following personnel:

1. Glenda Scruggs, Administrative Assistant to the President and Clerk to the Board of Trustees, effective July 1, 2010, with 38 years of service
2. Nan Thompson, Secretary to Business Sciences and LPN Nursing, effective August 1, 2010, with 30 years of service
3. Susan Hargett, Secretary to Business Sciences and the ICC Foundation, effective August 1, 2010, with 25 years of service
4. Charles Stutzman, Instructor/Computer & Electronics Engineering Technology, effective May 17, 2010, with 10 years of service

President Johnson announced the resignation of Dena Ramsey, ADN Instructor, Foothills Nursing Consortium, effective June 30, 2010.

President Johnson announced that a Statement of Appointment has been issued to Michael Crater, Emergency Services Coordinator – April 6, 2010 through June 30, 2010.

A motion was made by David Eaker, seconded by Leonard Hollifield, to approve educational leave with pay for Susan Benfield, ADN Instructor, Foothills Nursing Consortium – May 10, 2010 through August 16, 2010. The motion was unanimously approved.

A motion was made by Grady Franklin, seconded by Pat Morgan, to approve Letters of Intent for 2010 – 2011. The motion was unanimously approved. (Attachment 7)

Other Business

President Johnson made the following announcements:

1. Curriculum Graduation, May 17, 2010, 7:00 p.m. The Foundation – Speaker, Dr. Scott Ralls, President of the Community College System. Dinner – Trustees and Dr. Ralls – 5:30 p.m., “Blue Room” – Business Sciences Building
2. Adult High School/GED Graduation, May 18, 2010, 7:00 p.m. The Foundation Speaker, Mr. Mike Saunders, Director of Customized Training and Development
3. Joint Meeting between Rutherford County Commissioners and ICC Board of Trustees, May 24, 2010, 12:30 p.m.
4. Summer Operation Hours for College – May 17, 2010 through August 16, 2010 7:30 a.m. – 5:30 p.m. **Closed on Fridays.** Regular hours begin on August 16, 2010, 8:00 a.m. – 4:30 p.m.
5. Rutherford Correctional Center Graduation, Spindale Correctional Unit, May 20, 2010, 7:00 p.m. – Speaker, Rev. Billy Honeycutt
6. Memorial Day, May 31, 2010 – **College Closed**
7. Board of Trustees’ Meeting, August 24, 2010, 5:00 p.m. “Blue Room” Business Sciences Building

President Johnson also announced that the REaCH High School Graduation will be held on Thursday, May 13, 2010, at 7:00 p.m. in The Foundation.

President Johnson announced that The Lettermen will be at The Foundation on Saturday, May 29, 2010, at 7:30 p.m.

Copies of the **Community College Laws of North Carolina** were distributed to each trustee.

A motion was made by “Buck” Petty, seconded by Leonard Hollifield, to go into closed session, under 143-318.11.5 and 6, under the North Carolina General Statutes to discuss the evaluation and contract of the President and the potential acquisition of real property. The motion was

unanimously approved. Myra Johnson and Glenda Scruggs remained in the meeting upon invitation of the board.

A motion was made by "Buck" Petty, seconded by Leonard Hollifield, to return to open session.

"Buck" Petty reported that presidential evaluation forms for 2009-2010 have been completed by the President's direct reports and the Board of Trustees and President Johnson met or exceeded expectations in all areas. Upon recommendation of the Personnel Committee, a motion was made and seconded to approve the evaluation forms as submitted and forward the report to the State Board of Community Colleges as required. The motion was unanimously approved.

The meeting was adjourned at 8:00 p.m.


CHAIRMAN


SECRETARY