

ISOTHERMAL COMMUNITY COLLEGE
REGULAR MEETING OF THE BOARD OF TRUSTEES
AUGUST 24, 2010

The Board of Trustees of Isothermal Community College met on Tuesday, August 24, 2010, in the "Blue Room" of the Business Sciences Building. The following trustees were present: James Hutchins, Chair; David Herndon, Vice Chair; Grady Franklin, Secretary/Parliamentarian; Chivous Bradley, Sally Jo Carter, David Eaker, Dr. Bobby England, Ray Gasperson, Ron Giles, Jackie Godlock, Shay Hahn, Leonard Hollifield, "Buck" Petty, and Venus Keliikuli, SGA President. The following staff members were present: Dr. Myra Johnson, Mike Gavin, Dr. Kim Gold, Thad Harrill, Stephen Matheny, Amy Penson, and DeeDee Barnard. Allison Flynn with **The Daily Courier** was also present. Chairman Hutchins called the meeting to order at 5:10 p.m.

Welcome and Oath of Office

Chairman Hutchins and Dr. Myra Johnson made the introduction and welcomed the recently elected Student Government Association President, Ms. Venus Keliikuli.

Amy Penson, Controller, administered the Oath of Office to the following re-appointed trustees:

- o Mr. James Hutchins
- o Mr. Grady Franklin
- o Mr. Leonard Hollifield

Agenda Confirmation

Chairman Hutchins asked the board members if there were any additions or deletions to the Agenda. Hearing no changes, Mr. Ron Giles made the motion to confirm the agenda. The motion was seconded by Mr. Grady Franklin. The motion was unanimously approved.

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. No conflicts were indicated.

Approval of Minutes

Chairman Hutchins asked if there were any corrections to the minutes from the May 11, 2010 and June 29, 2010 meetings. Hearing none, the minutes were approved by general consent.

Trustee Items

- Executive Committee
Chairman Hutchins reported on the recent Executive Committee Meeting on August 16, 2010. He updated the board members on the Board of Trustees List (A-1), the appointment of board members to the Trustee Committee List (A-2) for the 2010 – 2011 year. Dr. Johnson brought the board's attention to the meeting dates and times posted on the Board of Trustees Meeting Schedule (A-3).
- Finance Committee
Mr. David Eaker informed the board that the Finance Committee met on August 23, 2010 and asked Mr. Stephen Matheny to report to the board members the information detailing the 2010 – 2011 Budget (DCC 2-1 Form) State, Local, and Institutional Funds (A-4). Mr. Matheny summarized the changes in the budget from last year and the 19% increase in funds. Mr. Matheny also brought to the board's attention the revisions dated 8/24/2010. Mr. Eaker on behalf of the Finance Committee made the motion to approve the 2010 – 2011 Budget (DCC 2-1 Form) State, Local, and Institutional Funds (A-4) and the budget revisions. The motion was unanimously approved.
- Buildings and Grounds Committee
Mr. Ron Giles informed the board that the Buildings and Grounds Committee met concerning a proposed lease agreement between Isothermal Community College and the Fire Fighters Association. Members of the board discussed the location of the property, possible future expansion, impact of surrounding areas, and access to the property. Mr. Giles on behalf of the Buildings and Grounds Committee reported that the committee requested additional information from the Fire Fighters Association through the Administration of Isothermal Community College.

Administrative Items

Dr. Johnson informed the board members of the recent Program Audit (A-5) findings and Isothermal Community College's response to the audit.

Dr. Johnson reported on the published Performance Measures (A-6) where Isothermal Community College met 7 of the 8 measures.

Chairman Hutchins informed the board members of Dr. Johnson's annual Blanket Travel Authorization for local travel. Mr. Grady Franklin made a motion to approve the Blanket Travel Authorization and Mr. Buck Petty seconded the motion. The motion was unanimously approved.

Dr. Johnson reported to the board the Gifts and Donations (A-7) made to Isothermal Community College since the last regular board meeting. Mr. David Herndon made a motion to accept the

Gifts and Donations (A-7). Ms. Shay Hahn seconded the motion and the motion was unanimously approved.

Chairman Hutchins brought to the board's attention the Proposed Fee Schedule (A-8) and asked Dr. Johnson to summarize any changes from last year. Dr. Johnson reported on a few adjustments from last years' fee schedule in the Continuing Education Area. Hearing no objections the Proposed Fee Schedule was approved by general consent.

Academic and Community and Workforce Education Items

Dr. Johnson reported on the increase in the registration and enrollment throughout the different areas of the college. The Curriculum area experienced a 23% increase, the Occupational Education area experienced an 18% increase, and the Basic Skills area experienced a 17% increase. In total Isothermal received an overall increase of 22% in FTE over the previous year's funding FTE totals.

Dr. Johnson and Dr. Gold explained two new policies that were recently mandated by the state: the Complaint Policy (A-9) and the School Absence for Religious Purposes Policy (A-10). Dr. Johnson mentioned that the Complaint Policy (A-9) was not a personnel policy, but a policy that deals with informal and formal concerns/complaints and the process of stating those concerns/complaints. Mr. Grady Franklin made a motion to approve the Complaint Policy (A-9) and Ms. Sally Jo Carter seconded the motion. The motion was unanimously approved.

Dr. Johnson informed the board that the proposed Religious Purposes policy states that Isothermal Community College is in accordance with the law as it is mandated. Mr. Ron Giles made a motion to approve the School Absence for Religious Purposes Policy (A-10) and Ms. Jackie Godlock seconded the motion. The motion was unanimously approved.

The Huskins Cooperative Program Agreement between Isothermal Community College and the Board of Education of Polk and Rutherford Counties was discussed. Mr. David Eaker made a motion to approve the Huskins Cooperative Program Agreement and Ms. Sally Jo Carter seconded the motion. The motion was unanimously approved.

Personnel

Dr. Johnson announced upcoming retirements, transfers, resignations, and newly appointed personnel.

Ms. Shay Hahn made a motion to approve the Personnel Contracts (A-12); the motion was seconded by Mr. Buck Petty. The motion was unanimously approved.

Trustee Items (Deferred)

A motion was made by Mr. David Herndon, seconded by Leonard Hollifield, to go into closed session, under 143-318.11, under the North Carolina General Statutes to discuss status of pending litigation. The motion was unanimously approved.

Mr. Leonard Hollifield made the motion to go back into open session, Mr. Herndon seconded the motion. The motion was unanimously approved.

Chairman Hutchins announced the meeting adjourned by general consent at 6:45 p.m.



CHAIRMAN
MR. JAMES HUTCHINS



SECRETARY
MR. GRADY FRANKLIN