

ISOTHERMAL COMMUNITY COLLEGE  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
AUGUST 30, 2011

The Board of Trustees of Isothermal Community College met on Tuesday, August 30, 2011 in the Seminar B room of the Foundation of the Performing Arts Center at the Rutherford Campus. The following trustees were present: David Herndon, Chair; Grady Franklin, Vice Chair; Jackie Godlock, Secretary/Parliamentarian; Chivous Bradley, James Hutchins, Dr. Bobby England, Ray Gasperson, Shay Hahn, Leonard Hollifield, "Buck" Petty, Ron Giles, Lisa Sims, SGA President; and Pat Morgan. Member David Eaker was absent. The following staff members were present: Dr. Myra Johnson, Stephen Matheny, Mike Gavin, Dr. Kim Gold, Thad Harrill, Amy Penson, Robby Walters, and DeeDee Barnard. Chairman Herndon called the meeting to order at 5:07 p.m.

Welcome and Oath of Office

Dr. Myra Johnson made the introduction and welcomed the recently elected Student Government Association President, Ms. Lisa Sims.

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

- Mr. Roger "Buck" Petty
- Dr. Bobby England
- Ms. Shay Hahn

Agenda Confirmation

Chairman Herndon asked for any changes to the agenda. He requested a motion for approving the agenda. Mr. Giles made a motion to approve the agenda and the agenda was approved by general consent.

Ethics Statement

Mr. Franklin 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 Herndon asked for a motion on the approval of minutes from the Joint Meeting with County Commissioners on May 23, 2011. Mr. Giles made a motion to approve the minutes and Dr. England seconded the motion. After discussion the minutes from the Joint Meeting with County Commissioners on May 23, 2011 were unanimously approved.

Chairman Herndon asked for a motion on the approval of minutes from the Regular Board of Trustee Meeting on May 24, 2011. Mr. Hollifield made a motion to approve the minutes and Mr. Giles seconded the motion. The minutes from the Regular Board of Trustee Meeting on May 24, 2011 were unanimously approved.

Trustee Items

o Executive Committee

Mr. Franklin gave the Executive Committee report. In the report, Franklin informed the Board Members of two appointed AdHoc Committees. The AdHoc Committee for Appointment of Trustees will consist of members: James Hutchins, Ron Giles, Leonard Hollifield, and Grady Franklin. The purpose of this committee will be to establish if necessary policies and guidelines for contacting appointing agencies. The Board discussed further the committee's responsibilities.

The AdHoc Committee for recognition of Trustees will consist of members: James Hutchins, Buck Petty, Jackie Godlock, and Shay Hahn. The purpose of this committee will be to set guidelines in recognizing past and current Board of Trustee members. The Committee will review previous actions by the Board and current practices to set these guidelines. The Board discussed the role of AdHoc Committees and their existence on an as needed basis.

Mr. Franklin also reported from the Executive Committee the upcoming Trustee Conference, an update from Dr. Johnson on the merger, and informational items. The informational items distributed were the Board of Trustees List (A-1) and the Trustee Committee List and Meeting Schedule (A-2). Chairman Herndon requested the Board make suggestions and give input for the seminar and Dr. Johnson informed the Board Members of the appointment of the legislative Oversight Committee to deal with the possible merger within the NC Community College System.

Mr. Franklin concluded the report with deferring the College Vehicles item to the end of the meeting and the Bylaw Revision to the Finance Committee report.

o Finance Committee

Dr. England presented the Finance Committee report. In the report Dr. England proposed the ByLaw revision (A-4) to the Board. Dr. Johnson explained to the Board Members the need for the change based on changes in General Statute. Dr. England made a motion to approve the Bylaw revision and Mr. Bradley seconded the motion. After discussion the motion was approved unanimously.

In continuing with the Finance Committee report, Dr. England presented the DCC2-1 Budget Package (A-5) to the Board in a motion for approval. Mr. Matheny explained the budget sheets and answered questions regarding the budget process. Mr. Petty seconded the motion and after further discussion the motion was approved unanimously.

Dr. England presented the financial audit findings and the Board Members were given a copy of the final audit report (A-6). Mr. Matheny highlighted the findings by the audit and requested that a

representative of the Finance Committee (Committee Chair) be present at all future exit interviews. Mr. Matheny expressed appreciation to Mr. Giles for his presence at the recent audit proceedings.

o Facilities Committee

Mr. Hollifield gave the Facilities report on the needs of the College as presented by Mr. Matheny at the recent Facilities Committee meeting. Mr. Matheny detailed the needs of the College. Mr. Hollifield requested that the Finance and Facilities Committees meet together to discuss the Facility needs and funding. Dr. Johnson requested that Mr. Harrill also attend these meetings in the role of Institutional Advancement.

Administrative Items

Dr. Johnson presented the latest Performance Measures (A-7) to the Board. Dr. Johnson and Dr. Gold explained the standards met and not met and the current re-design of the evaluation process of the standards.

Dr. Johnson presented to the Board a resolution (A-8) by the Polk County Commissioners stating their disapproval of the merger of NC Community College System.

Chairman Herndon presented the President's Blanket Travel request to the Board for approval. Mr. Hutchins made a motion to approve the President's Blanket Travel and Mr. Hollifield seconded the motion. The motion was unanimously approved.

Dr. Johnson presented the Gifts and Donations (A-9) to the Board for consideration. Dr. England made a motion to approve the Gifts and Donations and Mr. Hutchins seconded the motion. The motion was unanimously approved.

Dr. Johnson presented the Fee Schedule (A-10) to the Board for approval. Dr. Gold and Mr. Harrill reported changes from last year's schedule. After discussions, Ms. Hahn made a motion to approve the Fee Schedule and Mr. Giles seconded the motion. The motion was unanimously approved.

Academic and Community and Workforce Education Items

Dr. Johnson gave an update on the decrease in enrollment. The Board discussed the current enrollment status.

Dr. Johnson requested the following six programs be terminated. After discussion, Mr. Petty made the motion to approve the terminations and Ms. Shay seconded the motion. The motion was unanimously approved.

- Business Technologies/Insurance Certificate
- Business Technologies/Real Estate Certificate

- Business Technologies/Real Estate Diploma
- Business Administration/Customer Service Degree
- Business Administration/Customer Service Diploma
- Business Administration/Operations Management Degree

Dr. Gold reported to the Board Members that the Substantive Change procedures approved by the Board in February had been accepted by SACS. Dr. Gold continued her report with details of the 5<sup>th</sup> Year Report that she and other College Personnel were working on to submit by September 15, 2011. Chairman Herndon expressed his appreciation to the Personnel involved with the 5<sup>th</sup> Year Report.

Dr. Johnson presented the Board with Huskin's Agreements (A-11) with Rutherford and Polk County Schools. Dr. Johnson explained the move from Huskins to the Career and College Promise in the future. After discussion, Mr. Giles made a motion to approve the Huskin's Agreements with Rutherford and Polk County. Mr. Franklin seconded the motion and the motion was unanimously approved.

#### Personnel

Ms. Barnard reported that the Learning College Manual link on the Trustees Web-Site was active to access policies, procedures, and etc.

Dr. Johnson informed the Board of recent personnel changes and requested the Board accept the Faculty Contracts (A-12). Mr. Hutchins made a motion to approve the Faculty Contracts and Mr. Hollifield seconded the motion. The motion was unanimously approved.

#### Other Business

Dr. Johnson highlighted upcoming events and meetings. She requested the Board of Trustee Information Sheets (A-13) and the Survey (A-14) be completed by the Board Members and returned to Ms. Barnard.

A motion was made by Mr. Franklin, seconded by Mr. Petty, to go into closed session, in accordance with General Statute 143-318.11.1 of the North Carolina General Statutes to prevent the disclosure of privileged information and 143-318.11.6 to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee. The motion was unanimously approved. Ms. Barnard, Dr. Johnson, and Mr. Walters were asked to remain present during the closed session.

Mr. Franklin made a motion to go back into open session, Mr. Petty seconded the motion. The motion was unanimously approved.

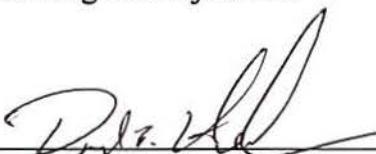
Chairman Herndon announced the only action of the Board in the closed session was approving the minutes from the May 24, 2011 closed session.

A motion was made by Mr. Petty to approve the President's Contract as proposed to the Board by the Personnel Committee and seconded by Mr. Hollifield. The motion was unanimously approved.

A motion was made by Mr. Petty to approve the revision to the College Provided Vehicles policy and seconded by Ms. Godlock. The motion was unanimously approved.

The meeting was adjourned.

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CHAIRMAN  
MR. DAVID HERNDON



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JACKIE GODLOCK  
PARLIMENTERIAN/SECRETARY  
MS. JACKIE GODLOCK