

ISOTHERMAL COMMUNITY COLLEGE
REGULAR MEETING OF THE BOARD OF TRUSTEES
SEPTEMBER 11, 2012

The Board of Trustees of Isothermal Community College met on Tuesday, September 11, 2012 in Seminar A of the Foundation. The following trustees were present: Buck Petty, Chivous Bradley, David Herndon, Grady Franklin, John Condrey, Jackie Godlock, Ron Giles, Leonard Hollifield, James Hutchins, Dr. Bobby England, Ray Gasperson, and Jeremy Silver; SGA President. The following Trustees were absent from the meeting: David Eaker and Pat Morgan. The following staff members were present: Dr. Myra Johnson, Mike Gavin, Dr. Kim Gold, Thad Harrill, Stephen Matheny, Amy Penson, Robby Walters, and DeeDee Barnard.

Chairman Franklin called the meeting to order at 1:20 p.m.

Agenda Confirmation

Chairman Franklin asked the Board members if there were any additions or deletions to the Agenda. Mr. Hutchins made a motion to amend the agenda by adding a resolution of recognition to Other Business. The motion was seconded by Mr. Giles. The amendment to the agenda under D Other Business was unanimously approved.

Mr. Hollifield made a motion to amend the agenda by adding Campus Structures under Trustee Items of the agenda. After discussion the amendment and agenda was approved by General Consent.

Ethics Statement

Mr. Condrey 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 Franklin requested a motion to approve the minutes from May 22, 2012. Mr. Hollifield made a motion to approve the minutes and the motion was seconded by Mr. Herndon. Mr. Hutchins requested a hard copy of the minutes so that he could point out a misprint in the minutes. The minutes were unanimously approved after a discussion and an amendment to correct the misprint (the word *section* was added after *development* in the second full paragraph under Trustee Items).

Trustee Items

Mr. Condrey made a motion on behalf of the Executive Committee to approve the Safety Admissions policy (A-1). Chairman Franklin requested that Dr. Johnson discuss the policy. Dr. Johnson reviewed the policy and the revisions. The Board discussed the omission of the word *Health* in the policy. The policy was unanimously approved.

Mr. Condrey made a motion on behalf of the Executive Committee to approve the Compensatory Leave policy 302-03-04BP (A-2). Dr. Johnson reviewed the revisions to the policy and reminded the Board that all Board policies are reviewed by the College Council, the college attorney, and the Executive Committee of the Board prior to Board consideration. The Board discussed the difference between Exempt and Non-exempt classifications. The policy was unanimously approved.

Mr. Condrey made a motion on behalf of the Executive Committee to approve the Drug & Alcohol policy 601-02-01BP (A-3). Dr. Johnson reviewed the revisions to the policy for the students. She announced that this policy is reviewed annually as required by law. The policy was unanimously approved.

Mr. Condrey made a motion on behalf of the Executive Committee to approve the Drug Free Workplace policy 306-02-04 BP (A-4). Dr. Johnson reviewed the revisions to the policy and announced that the policy must be reviewed every two years as required by law. She announced the changes under sections 4 and 5 that require drug and alcohol testing for work related injuries. The policy was unanimously approved.

Mr. Condrey made a motion on behalf of the Executive Committee to approve the Hiring policy 301-01-00BP (A-5). Dr. Johnson reviewed the revisions of the policy. Mr. Hutchins suggested adding the word *on* in front of *impermissible grounds* throughout the policy. The Board discussed impermissible grounds. The policy was unanimously approved.

Mr. Condrey made a motion on behalf of the Executive Committee to approve the Employee Demotion, Dismissal, Probation, & Nonrenewal policy 301-02-00BP (A-6). Dr. Johnson reviewed the policy revisions with the Board. The policy was unanimously approved.

Mrs. Godlock, Chair of the Nominating Committee made a motion to approve the Bylaws Articles III & IV (A-7). She reviewed the amendment of removing the previous Board Chair as part of the Executive Committee membership to keep the Executive Committee of the Board of having a quorum. Chairman Franklin discussed the previous Bylaw consideration and that the proposed amendment is in line with the objectives outlined in the previous consideration brought before the Board. The Board discussed the amendments. The Bylaws Articles III & IV were unanimously approved including the proposed amendments.

Mrs. Godlock, Chair of the Trustee Recognition Committee reviewed the Bylaws Article VI amendment to allow for the Emeritus nominations be reviewed by the Executive Committee. The Board discussed the reasoning behind the amendment and which body of the Board would approve the nominations. In addition, the Board discussed reasons for disqualifying the recognition. Chairman Franklin announced that the Executive Committee would not approve or disqualify a nomination, but would review the nominations and confirm the years of service. Mr. Bradley made a motion to approve the Bylaws Article IV contingent on adding *approved by a simple majority vote by the full board*. Mr. Hutchins

seconded the motion and offered a friendly amendment to continue to include *nominations be in the form of a letter*. The Board unanimously approved the Bylaws IV including the proposed amendments.

Chairman Franklin announced the Meetings Calendar (A-9) and Committee Assignments (A-10) were available as handouts. Dr. Johnson announced some minor changes to the Meetings Calendar, the Facilities Committee meeting on October 16, 2012 is contingent on the timing of the feedback with the Fire Fighters Association lease and that the Personnel Committee meeting on June 5, 2013 is in conflict with a meeting in celebration of the NCCCS 50th anniversary. Dr. Johnson announced that the changes would be forthcoming and posted on the Trustee Site.

Mr. Condrey made a motion on behalf of the Executive Committee to approve the local travel authorization for Dr. Johnson that the Board considers annually. Dr. Johnson reminded the Board that the travel authorization covers travel throughout the service area of the College. The motion was unanimously approved.

Mr. Hollifield announced that he was making a motion on behalf of the Finance Committee and Dr. England, Finance Committee Chair (who had to exit the meeting), to approve the 2012-2013 Budget (DCC 2-1 Forms) State, Local, and Institutional Funds. Dr. Johnson deferred the explanation of the Budget (DCC 2-1 Forms) to Mr. Matheny. Mr. Matheny discussed the purpose codes and the Polk and Rutherford County allotments. The Board discussed the differences in the two county allotments. The Budget (DCC 2-1 Forms) State, Local, and Institutional Funds were unanimously approved.

Mr. Hollifield continued on behalf of Dr. England with a motion from the Finance Committee to withdraw from the Federal Direct Loan Program at the end of the current academic year. Mr. Hollifield continued that the Committee wishes that the College continue observing the procedures for the Federal Direct Loan Program in case the program procedures allow for more control on the Community College level. Mr. Silver, SGA President addressed the Board about the program as a participant in the Federal Direct Loan Program during the summer semester. Dr. Johnson explained that Pell Grants and some of the Financial Aid programs are not available in the summer semester. She continued that the decision to withdraw from the program may negatively affect a student, but that the overall consequences could be devastating to the majority of the students of Isothermal Community College. The Board discussed the process of withdrawing from the program and when the agencies had to be notified about withdrawing from the program. The Board also discussed delaying the vote, the difficulty in making the decision to withdraw, and the current financial aid programs available to students. Dr. Johnson informed the Board that on average 50% of the student population at remaining NC Community Colleges were on Financial Aid, but that 90% of the student population at Isothermal Community College was on some type of Financial Aid. The motion to withdraw from the Federal Direct Loan Program was unanimously approved.

Mr. Hollifield gave an update on the Fire Fighters Association lease from the Facilities Committee. He reported that the lease is being reviewed by both parties' attorneys to come up with an agreeable amount of time for the lease and work out some differences in the language throughout the lease. He informed

the Board that the Committee would meet again and more information may be reported at the next Board Meeting.

Mr. Hollifield made a motion from the Facilities Committee to establish an ad hoc committee to research and address policies of donating and naming structures. Chairman Franklin requested that the Committee consist of at least five members. The Board discussed the ad hoc committee and donations to the college. The motion to establish the ad hoc committee was approved unanimously. Chairman Franklin proposed that Mr. Hollifield, Dr. England, Mrs. Hahn be on the Committee with two additional appointments at a later time

Dr. Johnson explained the corrections and revisions to the Schedule of Fees (A-12) that states the correct amount of \$15.00 for student fees and the Leadership Rutherford student fee was being removed from the schedule. Mrs. Hahn made a motion to approve the correction to the Schedule of Fees and Mr. Hollifield seconded the motion. The motion was unanimously approved.

By general consent Chairman Franklin moved to the action item under the Personnel section. Mr. Condrey made a motion to approve the Contracts (A-17) and Mr. Bradley seconded the motion. The motion was unanimously approved.

Dr. Johnson shared a letter (A-13) from the NCCCS detailing the Final Report of Audit Findings. The report stated that no audit exceptions or areas of concern were identified. She also shared a letter (A-14) from SACSCOC that stated that no additional information was required for the Fifth-Year Interim report.

Dr. Johnson informed the Board of the Isothermal Community College's Critical Success Factor Trends from 2007-2012 Reports (A-15). She discussed the information gathered and new performance measures implemented. She informed the Board that more information on the new performance measures was forthcoming.

Mr. Gavin announced that the League of Innovations recognized the Isothermal Community College's Data Institute as an innovation of the year. Mr. Silver addressed the Board about his experiences in the Data Institute course.

Dr. Gold gave a REaCH update with a video featuring a REaCH student, Tyler Nelson. She informed the Board that since its inception in 2005, 143 students have graduated with 90% of them graduating with an Associate's Degree.

Dr. Johnson reviewed the CCSSE (Community College Survey of Student Engagement) results with the Board.

Dr. Johnson discussed the changes in Personnel.

Other Business

Mr. Hutchins made a motion that the Isothermal Community College Board of Trustees recognize our former board member and chair Walter Dalton for his contributions to this college and community. Mr. Petty seconded the motion. Dr. Johnson informed the Board of her concern about the timing of the recognition resolution due to Mr. Dalton running for Governor of North Carolina. The motion was approved with a vote of 6 to 1 with Mrs. Hahn voting against the motion.

Dr. Johnson announced to the Board the upcoming events at the Foundation and Performing Arts Center and events on the College Calendar.

Trustee Items (Deferred)

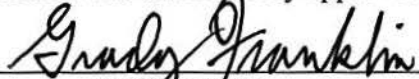
A motion was made by Mr. Condrey, seconded by Mr. Giles, to go into closed session, General Statute 143-318.11.1, .5 of the North Carolina General Statutes to prevent the disclosure of privileged information. The motion was unanimously approved.

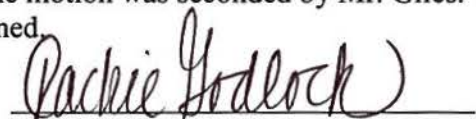
Chairman Franklin requested that Dr. Johnson and her immediate staff remain.

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

Chairman Franklin announced that the only action in the closed session was the approval of the Closed Session Minutes of the Board of Trustees meeting, May 22, 2012.

Mr. Hollifield made a motion to adjourn the meeting and the motion was seconded by Mr. Giles. The motion was unanimously approved and the meeting adjourned.


CHAIRMAN
MR. GRADY FRANKLIN


PARLIMENTARIAN/SECRETARY
MS. JACKIE GODLOCK