

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
MARCH 22, 2016

The Board of Trustees of Isothermal Community College met on Tuesday, March 22 at 12:30 p.m. at the Isothermal Community College Polk Center. The following trustees were present: Don Hofmann, Chivous Bradley, Pat Morgan, Grady Franklin, Dave Hunt, Ron Giles, David Eaker, Joan King, Ray Williams, Jackie Godlock, Leonard Hollifield, and Bill Eckler. The following staff members were present from the College Administration: President Walter Dalton, DeeDee Barnard, Stephen Matheny, Mike Gavin, Thad Harrill, Dr. Kim Gold, Anne Oxenreider, and Robby Walters. Press from the Daily Courier and was present.

Chairman Bradley called the meeting to order and announced a quorum.

Agenda Confirmation

Chairman Bradley asked the Board members if there were any additions or deletions to the agenda. Mr. Hollifield made a motion to approve the agenda and Mr. Hunt seconded the motion. The motion was unanimously approved.

Ethics Statement

Mr. Franklin read a quote and Mr. Giles identified the quote. 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.

Minutes Consideration

Mr. Hunt made a motion to approve the minutes from January 26, 2016 and Mr. Eckler seconded the motion. The motion was unanimously approved.

Trustee Items

Mr. Franklin gave the Executive Committee report and congratulated all the members for turning in their Statements of Economic Interest on time. He discussed revisions to the Bylaws based on the new legislation that regulates appointments to the Board of Trustees.

Mr. Hollifield gave the Facilities Committee Report. He discussed two meetings held with the committee that dealt with the new Applied Science Center construction project with the EDA grant funding. He discussed the input from college and county personnel with the project. The Board discussed the schedule and Mr. Hollifield announced that the project was in the planning stage. Mr. Matheny announced that the bid process is scheduled prior to the 2016 winter break for the college.

Mrs. Morgan gave the Curriculum Committee Report. She discussed the meeting held for the curriculum committee which followed a joint meeting with representatives from NC State University. She reported the college's efforts to redevelop the fine arts program. In addition, a survey for area high schools students is under development. Dr. Gold discussed the development of a 5 year pathway plan in collaboration with Rutherford County Schools. Mrs. Morgan continued her report from the committee by informing the Board of the SACSCOC response report addressing the recommendations from the SACSCOC visit had been submitted. Mr. Harrill discussed the training courses for the TIEC (Tryon International Equestrian Center) new employee orientation. He informed the Board of the job placements for students completing the hospitality training program.

Mrs. King gave the Personnel Committee report which she announced is for the purpose of establishing the process for the president's evaluation. She discussed the schedule and announced that a report will be issued at the June 14th meeting followed with a letter to the NC Community College System regarding the evaluation.

Mr. Hollifield gave the Nominating Committee Report. He announced that the committee sent letters to all of the appointing agencies with appointments for the year. On behalf the committee he made a motion to appoint Mr. Chivous Bradley as chair, Mr. Grady Franklin as vice chair, and Mrs. Jackie Godlock as secretary/parliamentarian. The motion was unanimously approved.

Mr. Hofmann gave the Naming Committee Report. He informed the Board that the committee was drafting a policy regarding naming opportunities at the college. He discussed naming opportunities based on service to the college and the work of a TALC (Team Advancement of the Learning College) group researching alike areas on campus for naming opportunities. He announced that more information will be shared at the next Board meeting.

Mr. Eaker gave a Finance Committee Report. He discussed the committees meeting and presentation from BB&T. Mr. Matheny reviewed the Rutherford County Budget Request (A-2). He discussed line items with the Board and announced that adjustments may be needed for employee benefits based on the state budget not yet established. He informed the Board that 22 employees were part of the operational budget request. Mr. Matheny continued discussing the request for repairs to facilities and the fund balances that carry forward. President Dalton informed the Board that this request does not include capital projects, but is for the operations of the campus. The Board discussed the budget request. Requests were made for budget actuals for a three year period and preventative maintenance schedules. Mr. Matheny discussed the collaboration with Rutherford County staff on rotating county vehicles and maintenance plans. Mr. Eaker on behalf of the Finance Committee made a motion to approve the Rutherford County Budget Request, after further discussion, the motion was unanimously approved.

Mr. Hofmann made a motion to include a center update and an one-page fact sheet regarding the Polk Center programs when the college proposes the budget for Polk County. Mrs. King discussed President Dalton's salary and that Polk County does not fund any of the president's salary. Mr. Franklin seconded the motion and the motion was unanimously approved.

Mr. Hofmann made a motion requesting that the Finance Committee begin the bid process for investment firms to manage the college's Power's fund. Mr. Hunt seconded the motion and discussed the stewardship of scheduling this bid process on a regular rotation and have it formalized in the investment policy. The motion was unanimously approved.

Dr. Gold discussed the upcoming program audit scheduled in May. She announced that the audit process which has been revised and now records may not be removed from college campuses. In addition, this is the first year that the audit will include career and college promise records.

President Dalton presented the Gifts and Donations (A-3) for approval. Mr. Hofmann made a motion to approve the gifts and Mr. Hunt seconded the motion.

President Dalton presented the Budget Revisions (A-4) for approval. Mr. Hunt made a motion to approve the revisions. Mr. Hofmann discussed the impact on funding that the revisions have on the budget. Mr. Matheny notified the board that most of the budget revisions are due to timing differences. President Dalton announced that those revisions which are significant to the college's budget will be called to the board's attention. The motion was unanimously approved.

President Dalton discussed the student fees that Isothermal retains and the fees that pass through the college for testing, etc. After discussion regarding the low fees for library services and the returned check fee, and the college's customer base, the motion was unanimously approved.

Mr. Harrill gave an update on grants that the college is currently requesting. He informed the Board of the Golf Tournament for the Isothermal Community College Foundation on April 28.

Chairman Bradley and President Dalton announced the upcoming events. Mr. Bradley reviewed the upcoming meetings for the Trustees.

The meeting adjourned.


CHAIRMAN
MR. CHIVOUS BRADLEY


PARLIMENTARIAN/SECRETARY
MRS. JACKIE GODLOCK