

ISOTHERMAL COMMUNITY COLLEGE  
MEETING OF THE BOARD OF TRUSTEES  
September 24, 2019

The Board of Trustees of Isothermal Community College met on Tuesday September 24, 2019. at Isothermal Community College. The following trustees were present: Roger Jolly, John Condrey, Jackie Godlock, Chivous Bradley, Ron Chapman, Grady Franklin, Don Hofmann, Leonard Hollifield, James Hutchins, Dave Hunt, Joan King, Bill Miller, and Alan Toney. The following were present from the College: President Walter Dalton, DeeDee Barnard, Stephen Matheny, Thad Harrill, Dolly Horton, Mike Gavin, Anne Oxenreider, and Robbie Walters.

Chairman Roger Jolly called the meeting to order and announced a quorum.

Agenda Confirmation

Chairman Jolly asked the Board members if there were any additions or deletions to the agenda and none were noted. Mr. Dave Hunt made a motion to approve the agenda and Mr. Leonard Hollifield seconded the motion. The agenda was approved.

Ethics Statement

Mrs. Jackie Godlock asked Board members if they knew of any 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. Grady Franklin made a motion to approve the minutes from the June 12, 2019 and Mr. Dave Hunt seconded the motion and the motion was approved. Mr. Hunt made a motion to approve the July 2, 2019 minutes and Mr. James Hutchins seconded the motion. The motion was unanimously approved.

Trustee Items

Mr. John Condrey gave the Executive Committee report. The purpose of the meeting was to review the agenda for today's meeting and policy revisions. On behalf of the Executive Committee, Mr. Condrey made a motion to approve the Annual Bonus Leave Policy 302-03-00BP. Vice President Matheny discussed the change in policy. The motion was unanimously approved.

On behalf of the Executive Committee, Mr. Condrey made a motion to approve the Sick Leave Policy 302-03-01BP. The motion was unanimously approved.

On behalf of the Executive Committee, Mr. Condrey made a motion to approve the New Employee Orientation Policy 301-01-03BP. Vice President Matheny discussed the training required for adjunct faculty under tier 1 training and optional faculty training under tiers 2 and 3. The board discussed previous training for adjunct faculty. The motion was unanimously approved.

On behalf of the Executive Committee, Mr. Condrey made a motion to approve the PNE Skills Lab Supply fee of \$100.00. Vice President Matheny reviewed supplies required for this course and that financial aid may be used to off-set the fee. Vice President Horton discussed the change and how adding the fee to the course benefits the student. The motion was unanimously approved.

Mrs. Joan King gave the Curriculum Committee report. On behalf of the Curriculum Committee, she made a motion to approve the termination of Office Administration Program. The motion was unanimously approved.

Mr. Hofmann gave the Finance Committee report. He informed the Board that Atlanta Consulting Group's Rod Henneck presented to the Finance Committee and announced that the investment had increased 11.33% to date and the fund has \$13.2 million in the account. He informed the Board that copies of the report were available upon request. On behalf of the Finance Committee, Mr. Hofmann made a motion to approve the offer from the Polk County Department of Transportation (DOT) for the purchase of the right of way in front of the Polk Center to widen the road in the amount of \$39,700. These monies will be set aside for projects at the Polk Center. The motion was unanimously approved.

On behalf of the Finance Committee, Mr. Hofmann made a motion to approve the write off of 2013-2014 account receivables unpaid from student debt in the amount of \$201,084.62 and informed the Board of Trustees that this was a recommendation from the finance auditor and will be an annual procedure. These funds are from delinquent student accounts. Vice President Matheny informed the Board that majority of these delinquents are from Title 9 funding (returns from Pell Grant). The motion was unanimously approved.

Mr. Hofmann announced that the college still has not received a state budget and that the college is operating at 90% of last year's state allocation.

#### Administrative Items

President Dalton informed the Board of Trustees that the college just completed a performance audit. Dr. Horton discussed the audit process with the Board of Trustees. Although early indications are that the college performed well, the college is still waiting on the final paperwork.

President Dalton presented the gifts and donations for approval. Mr. Don Hofmann made a motion to approve the gifts and donations and Mr. Dave Hunt seconded the motion. The motion was unanimously approved.

President Dalton reviewed the Budget Revisions with the Board. Mr. Dave Hunt made a motion to approve the budget revisions and Mr. Leonard Hollifield seconded the motion. The motion was unanimously approved.

Mr. John Condrey made a motion that today Board of Trustees Meeting Minutes include the Board Conference Agenda and seconded by Dave Hunt. The motion was unanimously approved.

#### Personnel Items

President Dalton reviewed the changes in personnel with the Board of Trustees.

Mrs. Jackie Godlock made a motion to go into closed session under General Statute 143-318.11.6 of the North Carolina General Statutes to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. Mr. John Condrey seconded the motion and the motion was unanimously approved. Mr. Stephen Matheny and Mrs. DeeDee Barnard was asked to remain.

Mr. Chivous Bradley made a motion to return to open session and Mr. Franklin seconded the motion. The motion was unanimously approved.

Chairman Jolly announced that the only action in closed session was the approval of the June 11, 2019 minutes.

President Dalton reviewed the upcoming events with the Board of Trustees. He discussed Isothermal Community College's partnership with the McNair Foundation.

The meeting adjourned.



***Board of Trustees Fall Conference  
Foundation Performing Arts Center  
September 24, 2019***

<b><i>Welcome &amp; Student Leadership Breakfast</i></b> <i>President Walter Dalton</i>	<b>8:00</b>
<b><i>Performance Measures</i></b> <i>President Walter Dalton</i> <i>Director of Institutional Assessment Anne Oxenreider</i>	<b>9:00</b>
<b><i>Board of Trustees Self Evaluation</i></b> <i>President Walter Dalton</i> <i>Chief Operating Officer &amp; VP Stephen Matheny</i> <i>Director of Institutional Assessment Anne Oxenreider</i>	<b>9:30</b>
<b><i>Break</i></b>	<b>10:15</b>
<b><i>Mission Review</i></b> <i>President Walter Dalton</i> <i>Director of Institutional Assessment Anne Oxenreider</i>	<b>10:30</b>
<b><i>Isothermal Updates</i></b> <i>President Walter Dalton</i> <i>VP Thad Harrill</i> <i>VP Dolly Horton</i> <i>Chief Operating Officer &amp; VP Stephen Matheny</i>	<b>11:00</b>
<b><i>Lunch with Students – Grub Day</i></b> <b><i>Student Center</i></b>	<b>11:30</b>
<b><i>Board Meeting</i></b>	<b>12:30</b>

