

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
DECEMBER 5, 2019

The Board of Trustees of Isothermal Community College met on Thursday, December 5 at 9:30 a.m. at Isothermal Community College. The following trustees were present: Roger Jolly, John Condrey, Jackie Godlock, Chivous Bradley, Ron Chapman, Grady Franklin, Leonard Hollifield, James Hutchins, Dave Hunt, and Joan King. 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. Guests present were Dr. Kasandra Ray and Ms. Karen Marshall.

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 September 24, 2019 meeting and Mr. Dave Hunt seconded the motion and the motion was approved.

Trustee Items

Mr. John Condrey gave the Executive Committee report. On behalf of the Executive Committee, he made a motion to approve the staff holidays for 2020 & 2021. The motion was approved.

Mrs. Joan King gave the Curriculum Committee report. She discussed full time and part time enrollment. She informed the Board of efforts from the Student Services division to track non-completing students and assisting those students to complete. Mrs. King informed the Board of a course being developed for 911 Operators in the Continuing Education division.

Dr. Horton discussed current enrollment numbers through December 3, 2019 with an increase from last year in FTE and headcount. She discussed the time remaining for spring 2020 enrollment and the efforts of the staff at Isothermal to assist students with barriers. Dr. Horton discussed all of those involved with the enrollment increase and Mike Gavin's marketing efforts. She announced the communication methods with calls, texts, and emails to current and new students.

Mr. Dave Hunt informed the Board of community discussions being heard about Isothermal and the programming being offered. Mr. Hunt congratulated Dr. Horton and her staff. Mr. Franklin discussed the importance of recruitment. Dr. Horton discussed the activities like the Forest City Christmas Parade and how many people showed up to promote the college with staff, faculty, and students participating. She introduced Dr. Ray, the new Director of the Advising Center. Mr. James Hutchins discussed the efforts of the CCP (Career and College Promise) Coordinators and that they are doing well in the high schools and students are working with these Coordinators to enroll in college courses. Dr. Horton discussed pathways and programs for the high school students and that this information is being shared with the McNair Mentors for Rutherford County high schoolers. She announced that the college is developing new programs for pathways and that in the spring the ninth and tenth graders will have more options for college courses. She also discussed the efforts to make high school students feel the college experience and that 38% of Isothermal's current enrollment is CCP (High School).

Mr. Harrill discussed the recruitment efforts with workforce and development and informed the Board of an increase in enrollment in the Continuing Education division. He introduced Ms. Karen Marshall and discussed how Karen works training soft skills through the Human Resource Development program and now will also be the coordinator of the Polk Center with Ms. Kate Barkschat's retirement.

Mr. Grady Franklin gave the Facilities Committee report in Mr. Alan Toney's absence. He informed the Board that the committee just recently met and discussed the library project to meet the needs of the college's growing student population. He discussed the first step of the process is deciding on an architect firm. Mr. Franklin informed the Board that a review committee was responsible for recommending a firm to the Board. The review committee made up of members of the Facilities Committee of the Isothermal Community College Board of Trustees, faculty, and staff recommends Clark Nexsen of Asheville to be the firm. The Board of Trustees approved the recommendation from the Facilities Committee. Mr. Stephen Matheny discussed the process of the project and that Clark Nexsen has worked on the campus before and have state construction experience. In addition, he discussed their innovative ways addressing concerns from staff and faculty on the committee. The Board discussed the project and Mr. Matheny informed the Board that most of the renovations will be inside of the library.

President Dalton informed the Board of a proposal to the Polk County Commissioners for an expansion at the Polk center and that the Polk County Commissioners granted up \$15,000 to begin planning the expansion.

Mr. Dave Hunt gave the Finance Committee report. He informed the Board of Trustees that Mr. Rod Hennek of Atlanta Consulting Group updated the Committee on Isothermal Community College's investment funds named Powers and Furches. Mr. Hunt discussed the increase of over 12% to the funds. Mr. Matheny announced that for the 2019 academic year, the college budgeted \$526,000 for scholarships and for fall of 2019 \$339,000 were dispersed in scholarships. Mr. Matheny informed the Board of Trustees that a portion of scholarship funds assist students to offset text books, but most of the powers scholarship covers tuition and fees.

President Dalton discussed the success of the college with grant funding from ARC (Appalachian Regional Commission) and Golden Leaf. He discussed the changes in leadership at the organizations. Mr. Harrill discussed current grant opportunities and informed the Board the college just closed out \$1.1 million in grant funding. He discussed the efforts with Rutherford County Schools to develop workforce classes that will qualify for high school credit. President Dalton informed the Board of the importance of the work of Mrs. Sarah Morse, Grants Coordinator.

Mrs. Jackie Godlock informed the Board of Trustees that the Dogwood Health Trust is accepting applications for its Immediate Opportunities and Needs grant. She discussed the grant opportunity with the Board of Trustees.

President Dalton discussed the Global Distinction program in coordination with the University of North Carolina's Worldview program. He informed the Board that a group of students from Isothermal Community College are planning to travel to Ireland as part of the Global Distinction program. He discussed requests to funders to off-set the expense of the trip. President Dalton discussed the Foothills Nursing Consortium and the need for additional simulation labs.

President Dalton discussed the asset of WNCW and discussed the upcoming Earl Scruggs event next year. The Board discussed the Earl Scruggs event. Mr. Matheny discussed the fund raising efforts with the pledge drive for WNCW. He informed the Board that over \$220,000 was raised which exceeded WNCW's goal. Mr. Matheny discussed that the radio station does not receive state funding.

President Dalton discussed the audit process and informed the Board that the final report was received with no findings. He shared a copy of the report with the Board of Trustees and congratulated Dr. Horton and Mr. Harrill and their divisions for a job well done. The Board discussed the importance of having a "perfect" audit.

Mr. Harrill presented the internal audit from the Continuing Education division and informed the Board that the internal audit met all goals established.

President Dalton discussed the audit of equipment. Mr. Matheny informed the Board that the equipment audit is an annual process of inventorying equipment purchased with state funds that exceed an amount established by the state and/or is considered high risk for loss or theft.

President Dalton presented the gifts and donations and discussed the veterans concert and that most of the gifts were to fund the event. Mr. John Condrey made a motion to approve the donations and Mr. Grady Franklin seconded the motion. The motion was unanimously approved.

President Dalton presented the budget revisions. Mr. Dave Hunt made a motion to approve the revisions and Mr. Leonard Hollifield seconded the motion. The motion was unanimously approved.

President Dalton introduced Ms. Anne Oxenreider and discussed a recent meeting with Dr. Denise Young, SACSCOC (Southern Association of Schools – Commission of College) Vice President. Ms. Oxenreider discussed the college's mission statement and the process of reviewing of the mission. She discussed the requirements of the review process with SACSCOC. Ms. Oxenreider presented the following mission statement to the Board of Trustees:

As an integral community partner, Isothermal Community College exists to improve life through learning by providing innovative, affordable educational programs and offering opportunities for personal, professional, economic, and inclusive cultural development.

Ms. Oxenreider explained that the word “inclusive” was added to the mission statement. She also informed the Board of Trustees of the guiding question being added to the mission, vision, and values page.

Are we doing the best that can be done to help students learn?

President Dalton discussed the inclusion of students during the mission review and how they debated changing and/or adding to the mission of the college. Mr. Leonard Hollifield made a motion to approve the addition to the mission statement and Mr. Dave Hunt seconded the motion. After discussion, the motion was unanimously approved.

President Dalton informed the Board of the legislature's approval of mini budgets for the NC Community College System and that these mini budgets did not address capital funding or salary increases. President Dalton discussed the salaries for faculty and staff and announced that North Carolina is ranked 44th in America for these salaries. He discussed the MyFutureNC and how this organization is shedding light on the community college system.

President Dalton reviewed the changes in personnel and the upcoming events and meetings.

The meeting adjourned.

CHAIRMAN
MR. ROGER JOLLY

PARLIMENTARIAN/SECRETARY
MRS. JACKIE GODLOCK