

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
SEPTEMBER 1, 2020

The Board of Trustees of Isothermal Community College met on Tuesday September 1, 2020 at 12:00 p.m. at Isothermal Community College. The following trustees were present: Roger Jolly, John Condrey, Jackie Godlock, Alan Toney, Chivous Bradley, Ron Chapman, Don Hofmann, Dave Hunt, Joan King, Amy Jenkins, and Tommy Melton. The following attended by phone and video: James Hutchins, and Ron Chapman. The following were present from the College: President Walter Dalton, DeeDee Barnard, Stephen Matheny, Thad Harrill, Dolly Horton, and Mike Gavin. Mr. Kennon Briggs was present from the Association of Community College Trustees (ACCT)

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

Chairman Jolly announced that Dr. Bill Miller resigned from the Isothermal Community College Board of Trustees and the Polk County Commissioners' appointed Mr. Tommy Melton for the remainder of the term. Chairman Jolly welcomed Mr. Melton to the Board of Trustees.

Agenda Confirmation

Chairman Jolly asked the Board members if there were any additions or deletions to the agenda. Mr. Dave Hunt made a motion to approve the agenda. Mr. Don Hofmann 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 exist with regard to any matter coming before the Board of Trustees. No conflicts were indicated.

Minutes Consideration

Mr. Dave Hunt made a motion to approve the minutes from the July 7, 2020 board meeting. Mr. Don Hofmann seconded the motion. The motion was unanimously approved.

Trustee Items

Mr. John Condrey gave the Executive Committee report. On behalf of the Executive Committee, he made a motion to approve the Admission Policy, Refunds of Student Activity Fee, and Student Rights, Responsibilities and Judicial Procedures. Vice President Stephen Matheny reviewed the policy revisions with the Board of Trustees. After discussion, the policies were adopted.

Chairman Jolly discussed the presidential search process and announced that an Ad Hoc Committee reviewed and vetted firms to assist with the search process. Chairman Jolly informed the Board that the Ad Hoc Committee placed priority on firms that had search experience in North Carolina and with Community Colleges. In addition, he announced that the Committee wanted a firm that had conducted searches virtually. Also, he announced that the expenses for a consulting firm ranged from \$25,000 to \$60,000 not including additional travel and other fees. Chairman Jolly informed the Board of Trustees that referrals and reference checks on ACCT were very good. He summarized the recommendation received from Western Piedmont Community College's Board Chair, Scott Mulwee. Chairman Jolly informed the Board of Trustees that the Ad Hoc Committee recommended ACCT to the Executive Committee and the Executive Committee approved the recommendation. Mr. John Condrey made a motion to employ ACCT as the consulting firm to perform the presidential search for the next president of Isothermal Community College. Mr. Dave Hunt seconded the motion and the recommendation of ACCT as the Presidential Consulting firm was approved. Chairman Jolly introduced Mr. Kennon Briggs from ACCT to address the Board of Trustees. Mr. Kennon Briggs addressed the Board of Trustees and expressed his appreciation to be working with Isothermal Community College and the Board of Trustees.

Chairman Jolly announced that the AdHoc Committee established to review and vet the firms would continue as the Presidential Search Committee. Those are Roger Jolly, John Condrey, Jackie Godlock, James Hutchins, and Leonard Hollifield. In addition, Don Hofmann has been appointed to replace Bill Miller.

Mr. Alan Toney gave the Facilities Committee report. On behalf of the Facilities Committee, he made a motion to approve REI Engineers as the roof designer for the IT and Performing Arts Center roof replacements. Vice President Matheny discussed the roofing project and the bid process. The motion was unanimously approved.

On behalf of the Facilities Committee, Mr. Toney made a motion to approve LS3P as the architect firm for the Therapeutic Covered Riding Arena. The Board of Trustees viewed a rendering of the arena. The cost of the project is being funded by a grant from ARC (Appalachian Regional Commission) in the amount of \$300,000 and other fund sources. One fund source for the project is from the monies from the Debrule family. President Dalton informed the Board of Trustees that Martha Debrule gave permission for \$104,000 to be used as part of the match with the grant from ARC. In addition, funds from the Keith Melton estate is another fund source for the project. Mr. Matheny reviewed the guidelines and requirements with federal funding and the extensive environmental study for the project. The motion was unanimously approved.

Mr. Toney discussed the beautification project with Destination by Design. He discussed that this firm has been working with Rutherford County and the municipalities on street scrapes. The Campus Beautification Planning project is just for information at this time.

Administration Items

President Dalton welcomed Mr. Tommy Melton to the Board of Trustees.

President Dalton announced that the NC State Education Assistance Authority had recently audited the college. Dr. Dolly Horton reviewed the audit process that included lottery scholarships from 2016 to 2019 which included scholarships up to \$210,000. She informed the Board of Trustees that the college returned \$1500 and additional internal controls and procedures were put in place.

President Dalton gave an update on the budget process and informed the Board of Trustees that the college was still working off of last year's budget. He discussed the enrollment growth funding that is not recurring after this year and was funded by the state with federal funds that must be used prior to the end of the 2020 year. In addition, he discussed other federal funds for covid19 that must be spent by May of 2021. Some of those funds are being used to upgrade the wireless internet, hotspots, laptops for faculty, and other equipment needs from the covid19 pandemic to assist with virtual instruction and learning. Vice President Matheny discussed the additional services due to the covid19 pandemic.

Mr. Matheny announced that the Finance Committee is meeting on September 14 to review the proposed budget. He discussed the conservative approach of the budget managers at Isothermal and the spending restrictions issued by the state. Vice President Matheny announced that the college is holding 3% of the state allotment in case of a call back of funding in the spring of 2021.

President Dalton reviewed the Budget Revisions with the Board. After discussion, Mr. John Condrey made a motion to approve the budget revisions and Mr. Dave Hunt seconded the motion. The motion was approved.

President Dalton discussed covid19's impact. He reviewed the percentages of classes on line, hybrid, and face-to-face instructions. Covid19 guidelines established by the college began with the fall semester. Dr. Horton discussed the issues students faced in the spring with the emergency shut down. She informed the Board of Trustees of the emergency withdrawal procedures put into place that does not harm the student's education plan. She discussed the online services now being offered to students i.e advising and tutoring. The Board discussed the broadband issues with online learning. Mr. Alan Toney discussed the broad band issues in Rutherford County and the difficulty with online learning for citizens in the county. President Dalton discussed the hardship on students who live in rural areas without internet having to access hotspots. Dr. Harrill announced students in Polk County are now using the Wi-Fi at the Polk Center to access internet for their school work. In addition, he discussed the efforts in Continuing Education with Covid19 protocols. Mr. Gavin discussed the communication to students and the community to access hotspots for internet service at the Isothermal and other entities in the counties. Mr. Tommy Melton discussed the efforts in Polk County for their students access Wi-Fi internet.

President Dalton reviewed fall enrollment with the Board of Trustees. Dr. Horton informed the Board of the increase of 30 FTE (Full Time Equivalent) for the fall semester in Curriculum. Dr. Thad Harrill reviewed the enrollment numbers for the Continuing Education department and informed the Board of decrease in enrollment due in part to covid19 and the difficulty of offering Continuing Education online.

President Dalton presented the Gifts and Donations for approval. Mr. Hunt made a motion to accept the gifts and donations and Mr. Toney seconded the motion. The motion was unanimously approved.

Personnel Items

President Dalton reviewed the changes in personnel with the Board of Trustees and presented faculty for approval. Mr. Chivous Bradley made a motion to approve the contracts of faculty and Mrs. Amy Jenkins seconded the motion. The motion was unanimously approved.

Other Business

President Dalton reviewed the announcements, events, and upcoming meetings with the Board of Trustees. President Dalton discussed the illumination of red in effort to bring awareness of the professional and amateur talent that is shuttered.

Closed Session

Mr. John Condrey made a motion to go into closed session under General Statute 143-318.11.(1) of the North Carolina General Statutes to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes. President Dalton, Mr. Stephen Matheny, and Mrs. DeeDee Barnard were asked to remain for the closed session.

The meeting recessed as Board of Trustees not present for the meeting were allowed to call in on a secured line.

Mr. John Condrey made a motion to return to open session and Mr. Don Hofmann seconded the motion. The motion was unanimously approved.

Chairman Jolly announced that the only action during the closed session was the approval of closed minutes from the July 07, 2020 meeting.

The meeting adjourned.

CHAIRMAN
MR. ROGER JOLLY

PARLIMENTARIAN/SECRETARY
MRS. JACKIE GODLOCK