

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
SEPTEMBER 21, 2021

The Board of Trustees of Isothermal Community College met on Tuesday, September 21, 2021, at 12:30 at Isothermal Community College. The following trustees were present: Chivous Bradley, Roger Jolly, John Condrey, Don Hofmann, Joan King, Jackie Godlock, Ron Chapman, Leonard Hollifield, Amy Jenkins, Marche Pittman, and James Hutchins. The following were present from the College: President Margaret Annunziata, DeeDee Barnard, Stephen Matheny, Thad Harrill, Leeann Cline-Burris, Greg Thomas, Devon Paul, and Mike Gavin. The Student Government Association Executive Committee attended the meeting.

Chairman John Condrey called the meeting to order and announced a quorum. He welcomed the Student Government Association President, Hope Sarate and she introduced the SGA Officers.

Mr. Ron Chapman announced his resignation from the Board of Trustees due to personal reasons. He and his wife are moving outside of Rutherford county. The Board expressed their appreciation and applauded his service to the college and community.

Mrs. Leslie Blankenship swore in the reappointed members of the Board of Trustees. The Trustees sworn in were Don Hofmann, Amy Jenkins, John Condrey, and Joan King.

Mr. James Hutchins made a motion to suspend the rules of Article IV, Section 4.3.b.2 of the Isothermal Community College Board of Trustees Bylaws to hear and consider the item(s) on the agenda for today's meeting. Due to the timing of these projects, the Executive Committee has not met to consider these actions. Mr. Don Hofmann seconded the motion. The motion was unanimously approved.

Mr. John Condrey informed the Board of Trustees that the Facility Committee met just prior to the Board meeting to review some items that were time-sensitive and would be reported later in the meeting.

Agenda Confirmation

Chairman Condrey asked the Board members if there were any additions or deletions to the agenda. Mr. Dave Hunt made a motion to approve the agenda and Mrs. Joan King seconded the motion. The agenda was approved.

Ethics Statement

Mr. James Hutchins asked Board members if they knew of any actual conflict of interest or the appearance of a conflict of interest, which exists concerning 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 August 17, 2021 board meeting. Mrs. Jackie Godlock seconded the motion. The motion was unanimously approved.

Trustee Items

Mr. James Hutchins gave the Executive Committee report. He reviewed the North Carolina Community College Laws book. He announced that the Isothermal Community College Board of Trustees Bylaws were established based on the NC State Board of Community Colleges Codes and Laws. On behalf of the Executive Committee, he made a motion to approve the Board Bylaws for Membership based on recent changes in the 2021 General Assembly session law. After discussion concerning the makeup of the Board of Trustees, the motion was unanimously approved.

Mr. Leonard Hollifield forwarded the Personnel Committee report to Dr. Annunziata. She announced that the Compensatory Leave policy was a recommendation from the college attorney, Mr. Dean Shatley. She informed the Board that the policy aligns with other community colleges' policies regarding compensatory time. She discussed the involvement with Mr. Shatley and the College Council and announced that College Council reviewed the policy revisions. If the Board approved the revisions, Dr. Annunziata announced that a meeting would be held with all of those affected by the policy change. Dr. Annunziata reviewed and defined staff who are categorized as exempt employees. The policy revision eliminates compensatory time for exempt employees effective January 1, 2022. In exchange, exempt employees will have professional flexibility with their schedules. On behalf of the Personnel Committee, Mr. Leonard Hollifield made a motion to approve the Compensatory Leave Policy, 302-03-04BP. After discussion, the motion was unanimously approved.

Mr. Chivous Bradley gave the Facilities Committee Report. Mr. Condrey reminded the Board of the Facility committee meeting just before today's meeting. Mr. Stephen Matheny reviewed the roofing project for the Foundation Performing Arts Center and the Information Technology buildings. He informed the Board of Trustees of the \$708,000 balance from the construction project of the Walter H. Dalton Engineering Technology and Workforce Development building allotted from the North Carolina Connect Bond. Mr. Matheny requested that \$290,000 of that balance be transferred to the roofing project due to the increasing construction costs. On behalf of the Facilities Committee, Mr. Bradley made a motion to transfer the balance of \$708,000 from the construction project of the Walter H Dalton building back into an unrestricted fund of the NC Connect Bonds and allocate \$290,000 to the roofing project for the Foundation Performing Arts Center and the IT buildings. After discussion, the motion was unanimously approved.

President's Report

Dr. Annunziata presented budget revisions to the Board of Trustees. Mr. Matheny reviewed the revisions with the Board. Mr. Chivous Bradley made a motion to approve the revisions and Mrs. Jackie Godlock seconded the motion. The motion was unanimously approved.

Dr. Annunziata discussed the college's response to COVID19 following guidance from the CDC (Centers for Disease Control and Prevention). She announced that since the start of the fall semester on August 16, 2021, the campus has had nine employees and twenty-eight COVID19 cases. At the time of the meeting, there were four employees and two students with active cases.

The college continues to monitor the situation and is posting COVID19 related data weekly in a newsletter and on the college website. Mr. Stephen Matheny announced the addition of a part-time employee to assist with tracking and notifications of exposure. Expenses for this position are being covered through a grant from the Dogwood Health Trust. He informed the Board of Trustees that employees have rapid tests available through the college, but tests were not to be considered as a diagnosis.

Dr. Annunziata reported on the Earl Scruggs Music Festival for 2022. She informed the Board that she, Stephen Matheny, and John Condrey are members of the Board of Directors for the music festival. She discussed the support from Tryon International Equestrian Center and announced that they are the host and manager of the event. Based on the recent agreement, the College will receive half of twenty percent of the profits with the Earl Scruggs Center receiving the other half. Mr. Condrey discussed TIEC's experience with hosting these types of events and their success. Mr. Matheny announced that marketing will begin once the entertainment lineup is finalized. The Board discussed the exposure to this type of event.

Dr. Greg Thomas shared Curriculum enrollment with the Board of Trustees (attached). Dr. Thad Harrill shared Continuing Education enrollment with the Board of Trustees (attached).

Dr. Annunziata presented the Gifts and Donations for approval. After discussion, Mr. Dave Hunt made a motion to approve the donations. Mr. Leonard Hollfield seconded the motion and the motion was unanimously approved.

Dr. Annunziata reviewed the personnel changes and presented two faculty for contracts. Mr. Matheny discussed the change in personnel with WNCW and the Performing Arts Center with shared duties. Mr. Roger Jolly made a motion to approve the faculty contracts and Mrs. Amy Jenkins seconded the motion. The motion was unanimously approved.

Dr. Annunziata reviewed the strategic planning process with the Board of Trustees (attached). She reviewed the makeup of the Steering Committee consisting of faculty and staff. Also, she reviewed the responsibilities of the Steering Committee. Dr. Annunziata discussed the importance of feedback from the employees and students of the College. Also, community leaders and business partners of the College are invited to give input. From all of the collected data and feedback, ICC and NC State representatives will identify themes and present those themes to faculty and staff. On Professional Development Day, September 30, 2021, faculty and staff will have the opportunity to work on establishing goals from those themes. She expressed the importance of ownership of the plan with faculty and staff. She encouraged the Board to participate in the planning process by completing a survey that was shared with them earlier. The Board of Trustees will review the plan for implementation at the end of the year. Once the plan is implemented, the college will monitor these goals and assess how the campus is meeting these goals. Teams made up of faculty and staff across campus will implement and monitor the plan.


The College is also engaging both of the college's Foundations in the strategic planning process. The next work session for the Foundations is October 18, 2021, and the Board of Trustees are invited to participate in that planning session.

Dr. Harrill reviewed the upcoming events for the Foundation. He announced that the Golf Tournament is on October 8, 2021. He informed the Board that the Gala will look different this year and plans are being made and will be shared with the Board at a later date.

Mr. Franklin made a motion to adjourn and Mr. Hollifield seconded the motion. The meeting adjourned.



CHAIRMAN
MR. JOHN CONDREY

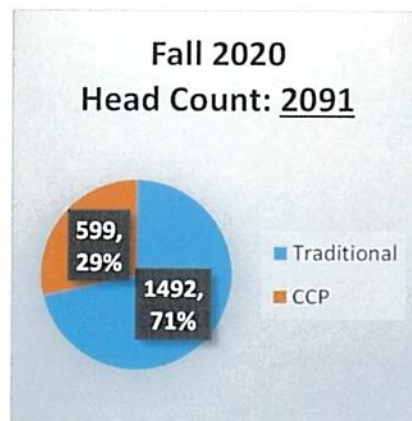
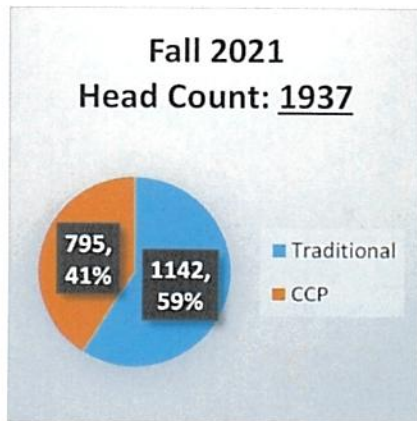


PARLIMENTARIAN/SECRETARY
DR. SEEMA DAIGLE

Isothermal Community College
Fall 2021 Enrollment Update and Fall 2020 Comparison
 (Note: data snapshot as of 9/21/21)

Head Count

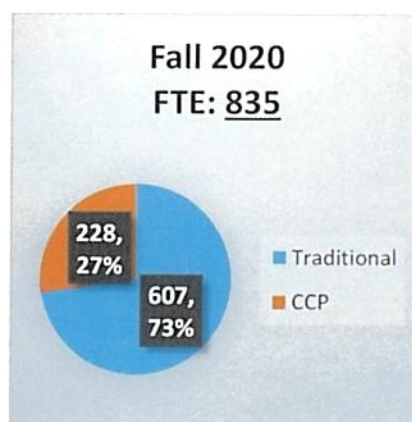
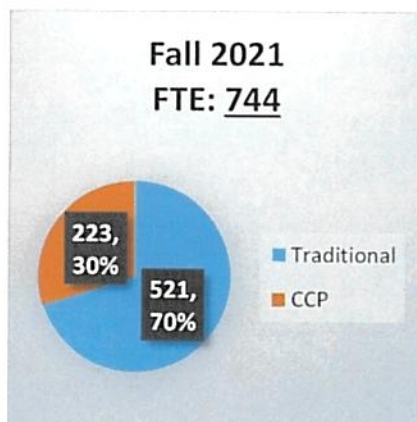
(Unduplicated number of students enrolled in coursework at Isothermal Community College)



	Headcount-Total	Headcount - Traditional Count	Headcount - Traditional % of Total	Headcount - CCP Count	Headcount - CCP % of Total
Fall 2020	2091	1492	71%	599	29%
Fall 2021	1937	1142	59%	795	41%
Change	-7%	-23%	-17%	33%	43%

Full-Time Equivalent (FTE)

(The total number of contact hours of instruction at ICC divided by 512 as per state definition)



CONTINUING EDUCATION/COLLEGE AND CAREER READINESS FTE

	<u>SUMMER 2021</u>		<u>SUMMER 2020</u>
OE	64.04		36.65
CCR	10.90		5.51
	<u>SPRING 2021</u>		<u>SPRING 2020</u>
OE	88.95		66.55
CCR	18.81		10.56

