

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
NOVEMBER 02, 2021

The Board of Trustees of Isothermal Community College met on Tuesday, November 02, 2021, at 12:30 at Isothermal Community College. The following trustees were present: Amanda Shevette, Chivous Bradley, Don Hofmann, Grady Franklin, Jackie Godlock, James Hutchins, Joan King, John Condrey, Marche Pittman, and Seema Daigle. Roger Jolly attended by phone. The following were present from the College: President Margaret Annunziata, DeeDee Barnard, Stephen Matheny, Thad Harrill, Leeann Cline-Burris, Greg Thomas, and Mike Gavin.

Chairman John Condrey called the meeting to order and welcomed everyone. He announced that the Board of Trustees held their fall conference earlier in the day and a copy of the conference agenda will be incorporated into today's meeting minutes. He expressed his appreciation to all of those who were involved in organizing and presenting at the conference.

Chairman Condrey welcomed Mrs. Amanda Shevette to the Board of Trustees. She was appointed by the Rutherford County Commissioners to fill the remaining term vacated by Mr. Ron Chapman. Mrs. Leslie Blankenship administered the oath of office to Mrs. Shevette.

Ethics Statement

Dr. Seema Daigle 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.

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 Mr. Don Hofmann seconded the motion. The motion was approved.

Consent Agenda

Chairman Condrey introduced the Consent Agenda and discussed how these items may be called for additional discussion at any time by the Board of Trustees. Mr. Don Hofmann made a motion to approve the consent agenda and Mr. Chivous Bradley seconded the motion. The motion was approved. The Consent Agenda contained meeting minutes from September 21 and October 27, 2021, the budget revisions, gifts and donations, and the 2023 staff holiday schedule.

Trustee Items

Mr. James Hutchins gave the Executive Committee report. He informed the Board of Trustees that the Executive Committee met and reviewed the agendas for today's conference and meeting. In addition, the Executive Committee heard reports from the Committees reporting during the meeting today. On behalf of the Executive Committee, Mr. Hutchins made a motion to approve the revisions to the Communicable Disease and Vaccination policy, 601-02-01BP. Dr. Annunziata reviewed the changes in policy due to the policies and requirements of our clinical partners. The change provides students an option to request an exemption for vaccinations for medical or religious reasons. However, it was noted that an exemption granted by the College did not assure that the clinical site would waive the vaccine requirement. Dr. Annunziata

reviewed the information required by students to request and be allowed an exemption. The Board of Trustees discussed whether the College should implement a policy based on the request of an outside entity. In addition, the change in policy places the burden on the College instead of the clinical partner(s). Dr. Annunziata discussed that if the College did not implement such a policy, it would be detrimental to the nursing programs. She informed the Board that in collaboration with the College attorney, this was the best option. Dr. Annunziata informed the Board of Trustees that the College has a responsibility to communicate the industry standards and regulations to any potential student and in many cases, vaccinations are required for careers in the healthcare industry. After continued discussions on communicable diseases and the college's role in granting exemptions on behalf of a clinical site provider, the policy revision was approved with Mr. Grady Franklin, Mr. Roger Jolly, and Mr. Dave Hunt abstaining from the vote.

Mr. Chivous Bradley gave the Facilities Committee Report. He announced that the Committee did not have any actions but heard reports on several current and potential projects on campus. Mr. Bradley reported that the contract had been awarded for the roofing project for the Foundation and IT Buildings. The materials will have a delivery date of July 2022 which is beyond the length of time of completion per state construction regulations, but extensions were being granted due to current market conditions. In addition, adjustments were made to the cost to offset the increase in materials.

Mr. Bradley announced that the Riding Arena expense is estimated at \$1,150,000 for the current design. The programming personnel have researched similar facilities and made modifications to the design with a reduction in the size of the facility and with the roofing materials. The new roofing materials must be approved by State Construction. Currently, the College has \$732,000 of the funding for the covered arena. Mr. Bradley discussed other campus facilities and priorities may take an important role in determining if the college continues with the project or examines partnerships with neighboring facilities. If there is a shift of priority for the arena, the College will have to return the funding to the grantors. Mr. Dave Hunt requested that the College stay to the original size or have input from others in the industry to accommodate the industry standard. Mr. Stephen Matheny reminded the Board of Trustees that the main reason for the arena was instructional programming and that input from the industry and those in the program of study had recommended the size reduction. Dr. Greg Thomas reviewed the process in determining the reduced size. Chairman Condrey suggested that with the current market conditions, additional funds may be given from the grantors.

Mr. Bradley informed the Board that the library project which combines services to students for tutoring and other assistance has a current cost of \$2.6 million. He announced that President Annunziata and staff were working with the Rutherford County Commissioners on requesting the use of federal funds for the HVAC project for the Student Center. The HVAC system will be equipped with air purifiers that is a qualifier for the federal funds. Dr. Annunziata informed the Board of Trustees that if the application is granted, the impact for the College is \$4.8 million.

Mr. Bradley informed the Board of Trustees that the Beautification/Tennis Court upgrade project has a cost estimate of \$150,000. A firm is in the process of supplying specifications for upgrades to the tennis courts within a couple of weeks. Also, the wall behind the tennis court will remain and art students will create a mural.

Mr. Bradley announced that the United Way of Rutherford County is looking for a location to offer programs for individuals that have experienced trauma. He explained that the program is not a treatment facility, but a resource center for those individuals. There may be an opportunity for United Way to use the white house on Piney Ridge Road. The Board of Trustees discussed the condition of the property and Mr. Bradley announced that more information will be shared as discussions continue with the project.

Mr. Bradley informed the Board of Trustees that the College Administration is researching the facility needs of the nursing programs to see if the programs can be relocated to the main campus.

Mr. Don Hofmann gave the Finance Committee Report. He announced that the Committee reviewed the audit reports from the Polk and Spindale Foundations. The Board of Trustees received copies of the audits in their packet. He announced that the balance in the Polk Foundation was \$509,000 and \$3 million in the Spindale Foundation. Mr. Hofmann discussed the efforts of the college to clear off old debts left by students from 2015/2016. He presented a list of the balances that the College requests to write off. On behalf of the Finance Committee, Mr. Hofmann made a motion to approve the write-offs of \$41,058.92 from 2015/2016. After discussion, the motion was unanimously approved.

Mrs. Joan King announced the Programs Committee Report. Dr. Thad Harrill presented the Continuing Education Audit Plan. He reviewed the internal audit and the class visits required for the plan. Mrs. King made a motion to approve the plan and Mr. Hutchins seconded the motion. The motion was unanimously approved.

Dr. Greg Thomas presented the following new programs for approval to the Board of Trustees.

Computer Integrated Machining – The college already offers the diploma and certificate but is proposing to add the associate degree. This program adds five new courses to the catalog and will require state approval. Mrs. King made a motion to approve Computer Integrated Machining and Mr. Hutchins seconded the motion. The motion was unanimously approved.

Associate of Arts and Associate of Science in Teacher Preparation – Prepares students to go into 4-year programs in elementary, middle grades, or secondary education. Includes general education and four foundational

education courses. This program is fast-tracked as it is based on a standard as part of a uniform articulation agreement. The College will add two new courses. Mrs. Joan King made a motion to approve Associate of Arts in Teacher Preparation and Mr. Franklin seconded the motion. The motion was unanimously approved. Mrs. Joan King made a motion to approve Associate of Science in Teacher Preparation and Mr. Franklin seconded the motion. The motion was unanimously approved.

Industrial Systems Technology - This is a new high school certificate pathway to serve the iTech program. It provides for a more multidisciplinary pathway that gives students a wider variety of skills. Mrs. King made a motion to approve the CCP Industrial Systems Technology certificate and Mr. Bradley seconded the motion. The motion was unanimously approved.

Human Services Technology/Addiction and Recovery Services – New degree program that specializes in Substance Abuse. It is an area of need locally and will require five new courses. Mrs. King made a motion to approve Human Services Technology/Addiction and Recovery Services and Mrs. Godlock seconded the motion. The motion was unanimously approved.

Human Services Technology/Equine Assisted Services – This is a new Career and College Promise CCP Certificate Pathway. It will not require any new courses. Mrs. King made a motion to approve the CCP Human Services Technology/Equine Assisted Services certificate and Mrs. Godlock seconded the motion. The motion was unanimously approved.

Equine Business Diploma– We already have a degree and certificate program in this area. This will add the diploma only. Mrs. King made a motion to approve Equine Business and Mr. Hutchins seconded the motion. The motion was unanimously approved.

President's Report

Dr. Annunziata announced that the College just completed a compliance review in Continuing Education and Curriculum focusing on enrollment and record-keeping of students. She discussed the process and informed the Board of Trustees of findings in reporting of class hours. The findings will not result in any return of funds, but the College will receive a letter of recommendation outlining guidance for staff to correctly report enrollment.

Dr. Margaret Annunziata informed the Board of Trustees that the recent SACSCOC Off-site evaluation of the programs at Lake Lure Classical Academy, Polk County Early College, MAHEC, and Thomas Jefferson Classical Academy went extremely well. The sites were fully

approved, and the final determination will be presented to the SACSCOC Board of Directors in December of 2021. She reminded the Board of Trustees that this is separate from the SACSCOC Fifth Year report and evaluation. The College will receive feedback from the submission of the Fifth Year Report in the first quarter of 2022.

Dr. Annunziata shared details of the Association of Community College Trustees (ACCT) Summit with the Board of Trustees and discussed attendance from the Trustees along with some college staff.

Dr. Annunziata reviewed the personnel changes and discussed the Instructional Designer position.

Chairman Condrey announced the upcoming meetings with the Board of Trustees.

The meeting adjourned.

CHAIRMAN
MR. JOHN CONDREY

PARLIMENTARIAN/SECRETARY
DR. SEEMA DAIGLE