

ISOTHERMAL COMMUNITY COLLEGE  
MEETING OF THE BOARD OF TRUSTEES  
FEBRUARY 01, 2022

The Board of Trustees of Isothermal Community College met on Tuesday, February 01, 2022, 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, Roger Jolly, and Seema Daigle. Mrs. Amy Jenkins attended via Zoom. The following personnel 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.

Suspension of Bylaws

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 FY2021/2022 Budget for today's meeting. Due to timing, the Executive Committee was unable to review the budget at their January 19 meeting. Don Hofmann seconded the motion. The motion was unanimously approved.

Agenda Confirmation

Chairman Condrey asked the Board members if there were any additions or deletions to the agenda. Mrs. Jackie Godlock made a motion to approve the agenda and Mrs. Amanda Shevette seconded the motion. The motion was approved.

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.

Consent Agenda

Chairman Condrey presented the Consent Agenda. Mr. Marche Pittman made a motion to approve the consent agenda and Mr. Don Hofmann seconded the motion. The motion was approved. The Consent Agenda contained meeting minutes from November 02, 2021, December 17, 2021, budget revisions, and the 2020/2021 equipment audit.

Trustee Items

Mr. James Hutchins gave the Executive Committee report. He informed the Board of Trustees that the Executive Committee met and reviewed the agenda for today's meeting. He reminded the Board of Trustees that their NC Statements of Economic Interests are due April 15, 2022. Board members may file online or Mrs. DeeDee Barnard has copies of each form for the members to complete.

Chairman Condrey appointed the Nominating Committee. He appointed Mr. Grady Franklin as chair of the committee, Mrs. Joan King, Mr. James Hutchins, Mr. Don Hofmann, and Mr. Roger Jolly as members.

Dr. Margaret Annunziata presented the Telework policy to the Board of Trustees. She discussed situations when there is a need for staff to work outside of the office, but can meet the demands of their job duties. Mr. Roger Jolly made a motion to approve the policy and Mrs. Amanda Shevette seconded the motion. The policy was approved.

Mr. Don Hofmann gave the Finance Committee Report. He discussed the Atlanta Consulting Groups stance on the volatility of the market. He announced that Isothermal Community College's investment accounts have increased 10.5 % over the last year. In addition, he announced that the account had a 2021 ending balance of \$16 million with the college withdrawing \$2.5 million. Mr. Hofmann reviewed the FY2021/2022 budget which was issued seven months after the start of the fiscal year. He announced that FTE (Fulltime Equivalent) decreased 3.4%, but with the revaluation of the FTE, Isothermal will receive an increase of 4.35% in state funding. He informed the Board of Trustees that the total allotment from county, institutional and state funds is \$28,666,033. On behalf of the Finance Committee, he made a motion to approve the 2021/2022 FY Budget. After discussion, the motion was unanimously approved.

#### President's Report

Dr. Annunziata announced that after one year, she is very pleased and grateful to be with the faculty and staff of Isothermal Community College. She expressed her appreciation for the Board of Trustees.

Dr. Annunziata announced that following the holidays, the campus saw an increase in COVID19 cases. Currently the campus has three active employee cases and nine active student cases.

Dr. Annunziata presented the final report from the EMSI economic impact study that was funded by the John M Belk Foundation for NC Community Colleges to assess their impact in communities. Dr. Annunziata reviewed the information from the study. The Board of Trustees discussed how to get the information to the economic boards and community leaders. Dr. Annunziata expressed her appreciation to Mrs. Leeann Cline-Burris for her work on gathering the data for the study. In addition, she expressed her appreciation to Mr. Mike Gavin for publishing enrollment information to high school students and their guardians.

Dr. Greg Thomas announced an increase in headcount of two percent over last spring. The total headcount for the spring semester is 1886, but the FTE decreased two percent. Dr. Annunziata discussed the impact of COVID19 with students and staff. She discussed Student Affairs expansion of services to meet student needs. In addition, she discussed accelerating the learning process to assist students with earlier credentialing.

Dr. Annunziata reviewed the capital projects in process with the Board of Trustees. The roofing project for the IT and Foundation buildings has a projected start date of July 2022. She announced that LS3P is developing the designs for the bid process for the Riding Arena and the Piney Ridge entrance beautification project. These projects are projected to be ready for the bid process by mid-February.

Dr. Annunziata informed the Board of Trustees that Rutherford County will have indicated that they will make an announcement on the ARP selections this month. If approved the ARP Funding from Rutherford County will free up funds allocated for the Student Center HVAC that can be applied to the Library renovation project.

Dr. Annunziata announced that the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) fifth year interim response was received with one recommendation regarding the accreditation statement on the college's web-site. Dr. Annunziata discussed the rarity in only having one recommendation from the interim audit. She expressed her gratitude to Leean Cline-Burris. Mrs. Burris announced that the college has already made corrections to the website and has mailed the confirmation of the changes back to SACSCOC.

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

Mr. Grady Franklin made a motion to approve the faculty contracts and Mrs. Jackie Godlock seconded the motion. The motion was unanimously approved.

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

Closed Session

Mr. James Hutchins 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. Roger Jolly seconded the motion and the motion was unanimously approved.

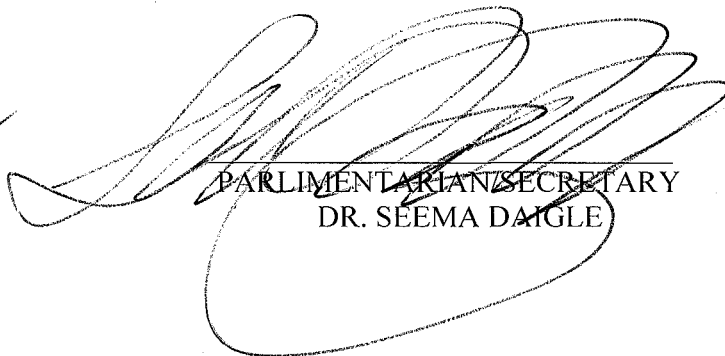
Mr. Stephen Matheny and Mrs. DeeDee Barnard were asked to remain.

Mr. James Hutchins made a motion to return to open session and Mr. Marche Pittman seconded the motion. The motion was unanimously approved.

Mr. Condrey announced that no action was taken during the Closed Session.

The meeting adjourned.

  
CHAIRMAN  
MR. JOHN CONDREY

  
PARLIMENTARIAN/SECRETARY  
DR. SEEMA DAIGLE