

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
JUNE 14, 2022

The Board of Trustees of Isothermal Community College met on Tuesday, June 14, 2022, at 12:30 p.m. at Isothermal Community College. The following trustees were present: Amy Jenkins, Amanda Shevette, Chivous Bradley, Dave Hunt, Jackie Godlock, John Condrey, Joan King, Leonard Hollifield, and Marche Pittman. Grady Franklin attended via Zoom. The following personnel were present from the College: President Margaret Annunziata, DeeDee Barnard, Stephen Matheny, Thad Harrill, and Mike Gavin. Greg Thomas attended via Zoom.

Chairman John Condrey called the meeting to order and welcomed everyone. He announced a quorum.

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 Mr. Leonard Hollifield 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. Dave Hunt made a motion to approve the consent agenda and Mrs. Amy Jenkins seconded the motion. The motion was approved. The Consent Agenda contained meeting minutes from the Regular Meeting on April 12, 2022, the called meeting with Rutherford Co. Commissioners on April 12, 2022, the President's Local Travel Authorization, Budget Revisions, and Gifts and Donations.

Trustee Items

Chairman Condrey gave the Executive Committee report. He informed the Board of Trustees that the Executive Committee met and reviewed the Curriculum Full-time Faculty Work Loads, Student Hours, and Absences policy. Dr. Margaret Annunziata informed the Board of Trustees that the policy revision was to allow for more consistent implementation of faculty workload across divisions. Dr. Greg Thomas reviewed the changes to the policy and announced that the policy lines up with the faculty job descriptions. In addition, he discussed the change of language of student hours instead of office hours so that faculty and students would realize that this is time set aside for meetings. On behalf of the Executive Committee, Dr. Seema Daigle made a motion to approve the policy. The policy was unanimously approved.

Chairman Condrey presented the revisions to the Bylaws Article IV documenting the role and powers of the Executive Committee. He reminded the Board of Trustees that these changes were presented at the last Board Meeting. In addition, he informed the Board of Trustees that suspending the Bylaws for this section has often become a necessity. Also, it was noted that the College Attorney, Mr. Dean Shatley has recommended that the Board of Trustees only suspend the rules of the Bylaws on a rare basis. On behalf of the Executive Committee, Dr. Daigle made a motion to approve the changes. Mr. Franklin discussed his desire that two groups of the Board of Trustees review action items before going

to the full Board of Trustees for action. After further discussion, the motion was approved with Mr. Grady Franklin voting against the change.

Chairman Condrey presented the revisions to the Bylaws Article V documenting the meeting schedule for the Board of Trustees. Again, he reminded the Board of Trustees that these changes were presented at the last Board Meeting. He discussed the meeting schedule interfering with state and national holidays and that the change would allow for flexibility when establishing the meetings. He announced that the calendar will be published annually. On behalf of the Executive Committee, Dr. Daigle made a motion to approve the changes. The motion was approved.

Mr. Chivous Bradley gave the Facilities Report. Mr. Bradley informed the Board of Trustees that the Rutherfordton Learning Center (RLC) needs some renovations and repairs to the roof and chiller. In addition, he discussed needed upgrades to the exterior and interior for the nursing programs. He announced that the Facilities Committee requested that Administration pursue the idea of planning for a new building for the Health Sciences programs and establish the costs to keep the RLC operational while the College Administration plan and construct a new building. Chairman Condrey informed the Board that the Executive Committee also reviewed the condition of the RLC. He announced that the interior renovations to the building may be up to \$2.5 million plus another \$2.5 million to upgrade the exterior. The building is leased from the Rutherford County Schools and the Board of Trustees discussed obtaining the RLC from the school system. Mr. Matheny informed the Board of Trustees that Rutherford County School's current priority for the building is to replace the roof and windows. Mr. Hunt discussed the option of having a feasibility study on a new building and including what it would take to retrofit the RLC to meet all of the needs of the nursing and health sciences programs. Ms. Shevette discussed looking at other buildings near the main campus that may fit the needs of the programs. Dr. Annunziata informed the Board that existing buildings on the main campus will not fit the health sciences programs. She discussed the age of the buildings and the need to upgrade current science labs. She discussed including all science-related programs in one facility. Mr. Matheny informed the Trustees that upgrading the facility based on the immediate needs of the nursing program is estimated at \$200,000 and he estimated a rendering for a new building around \$35,000. The Board of Trustees discussed moving forward with plans for a new Health Sciences building with a rendering based on programming needs to approach funders for the project and what renovations are needed at the RLC to keep the program going over the next five years.

On behalf of the Facilities Committee, Mr. Bradley made a motion to approve the 3-1 form for the Chiller/Condenser for the Business Sciences and Communications buildings with a cost of \$462,000 from the state capital funds allotment. The motion was unanimously approved.

On behalf of the Facilities Committee, he made a motion to approve the 3-1 form for the HVAC replacement in the Student Center. Mr. Matheny announced that the project costs are \$2.5 million with \$1.25 million of the funds coming from the NC Connect Bonds. The motion was unanimously approved.

Mr. Bradley announced that the connector road from the Agribusiness Center to the main campus is being considered as an NCDOT project for \$500,000. In addition, the Piney Ridge road beautification plans are with the local inspector's office. He announced that the Therapeutic Riding Arena will need additional consideration from the Facilities Committee and that the Committee will meet again to review the project. Also, Mr. Bradley announced that United Way is still in talks with the College about using the White House also known as the Crofts property for support services for individuals in crisis.

Chairman Condrey gave the Finance Committee report and announced that the Atlanta Consulting Group reviewed their strategy with the Committee and the current inconsistencies with the market. He announced that the Powers Scholarship had a balance of \$150,000 for scholarships this fiscal year.

Mr. Grady Franklin gave the Nominating Committee report and announced the following nominations for approval at the next Board of Trustees meeting on July 05, 2022.

Chair – Mr. John Condrey
Vice-chair – Mr. James Hutchins
Secretary/Parliamentarian – Dr. Seema Daigle

Mr. Leonard Hollifield gave the Personnel Committee Report. On behalf of the Personnel Committee, he made a motion to approve a one-time moving expense of \$6,600 for Dr. Annunziata. Chairman Condrey discussed the bid process to get the lowest rate for the moving expenses. The motion was unanimously approved.

President's Report

Dr. Annunziata announced that the College is seeking a Dean of Applied Sciences that will be the administrator for the Business Sciences and Applied Sciences divisions. She announced that the position had been posted and the Faculty Chairs of those areas along with Dr. Thomas are supporting the departments during the transition. In addition, Dr. Annunziata announced the College is hiring a recruiter to connect the College with the community.

She announced a redesign of the Advising Center. The goal is to assist students with navigating their academic process. She reminded the Board Trustees of the transition between Dr. Harrill and Dr. Thomas as Dr. Harrill begins his new position as Chief Development Officer on July 1, 2022. Dr. Harrill discussed the objectives with the Foundation non-profits to determine what are the statements of the college. In addition, the two Foundations will secure a donor management system. Dr. Harrill reviewed the Patriot Patron flyer with the Board of Trustees.

Dr. Thomas gave an update on enrollment. He announced a total headcount of 848 with 254 FTE for the summer semester. He announced that students are taking heavier loads this summer. He discussed modifying the registration period for the fall semester and will provide more information later in the process. Dr. Annunziata announced that Continuing Education experienced an increase for the spring

with an increase in 7 FTE. Dr. Annunziata discussed the programming in Continuing Education with shortterm workforce development credentials.

Mr. John Condrey reviewed the upcoming Board of Trustees' meetings.

Closed Session

Dr. Daigle 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. Don Hofmann seconded the motion and the motion was unanimously approved.

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

Mr. Dave Hunt made a motion to return to open session and Mrs. Jackie Godlock seconded the motion. The motion was unanimously approved.

Mr. Condrey announced that the closed session minutes from the April meeting were approved during today's closed session. In addition, he announced that Dr. Annunziata's evaluation and current contract were reviewed and every Board of Trustee member received copies of both documents in an email on June 07, 2022.

On behalf of the Personnel Committee, Mr. Leonard Hollifield made a motion to amend Dr. Annunziata's contract to include a monthly travel expense of \$550 and an extension of the current contract until June 30, 2025. The motion was unanimously approved.

The meeting adjourned.



CHAIRMAN
MR. JOHN CONDREY



PARLIMENTARIAN/SECRETARY
DR. SEEMA DAIGLE