ISOTHERMAL COMMUNITY COLLEGE

ISOTHERMAL COMMUNITY COLLEGE
MEETING OF THE BOARD OF TRUSTEES
JANUARY 28, 2025

The Board of Trustees of Isothermal Community College met on Tuesday, January 28, 2025, at 12:30 p.m. at Isothermal Community College's Rutherford Campus in Spindale, NC. The following trustees were present: Michael Benfield, Amy Jenkins, David Scherping, Seema Daigle, Jackie Godlock, James Hutchins, Grady Franklin, John Condrey, Eddie Holland, Tony Helton, and Bill Miller. The following personnel were present from the College: President Margaret Annunziata, DeeDee Barnard, Greg Thomas, Mike Gavin, Robby Walters, and Thad Harrill. Madeline Smith and Marche Pittman from the Board of Trustees attended via Zoom.

Chairman James Hutchins called the meeting to order and welcomed everyone.

<u>Ethics Statement</u>
Mrs. Jackie Godlock 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 noted.

<u>Agenda Confirmation</u>
Chairman Hutchins presented the agenda. Mr. Franklin made a motion to approve the agenda and Mr. Dave Hunt seconded the motion. The agenda was approved unanimously.

<u>Consent Agenda</u>
Chairman Hutchins presented the Consent Agenda. The Consent Agenda contained the minutes from December 17, 2024, Gifts and Donations, and Budget Revisions. After no objections, the consent agenda was approved by unanimous consent.

<u>Trustee Items</u>
Chairman Hutchins reviewed the policy for adopting policies and procedures.

Mr. Bill Miller gave the Executive Committee report. He reminded the Board members to complete the Board self-evaluation. Mr. Miller presented the Compensatory Leave Time policy for action. Dr. Annunziata reviewed the change in policy to clarify how holiday time applies to time worked. Mr. Tony Helton made a motion to waive the second reading of this policy and approve the policy as read. Mr. Jordan Barnes seconded the motion. The motion was approved.

Mr. Miller announced that the Student Affairs policies will be available for action at the February 04, 2025 meeting and are presented today for the first reading. Mr. Dave Hunt made a motion to approve the first reading and Mr. Grady Franklin seconded the motion. The motion was approved.

Mr. Miller presented section six of the policy manual for Business Services. Mr. Helton made a motion to approve the polices and Mr. Barnes seconded the motion. The policies were approved.

Mr. Miller presented section seven of the policy manual for Information Technology. Mr. Hunt made a motion to approve the policies and Mr. Michael Benfield seconded the motion. The policies were approved.

On behalf of the Executive Committee, Mr. Miller made a motion to approve the Discrimination & Harassment policy 03.03.07/05.03.04. Mr. Dean Shatley reviewed the changes in the policy language that will impact the process and procedure of filing complaints under Title IX conditions. The Board of Trustees discussed the Title IX policy changes and complaints that Isothermal Community College has received. Dr. Annunziata informed the Board that she has seen two complaints in her presidency. Mr. Helton made a motion to approve the policy, and Mr. Benefield seconded the motion. The policy was approved.

Mr. John Condrey gave the Facilities report. He presented the preliminary renderings for the Heath & Science Center. He discussed the Facilities Committee review of the renderings and their discussion of the windows. Dr. Margaret Annunziata informed the Board of Trustees that the next set of renderings will have more of a real-life look. Dr. Smith discussed how the appearance of the building's exterior is very transparent to the community and gives a feeling of openness. The Board of Trustees discussed the renderings and the material options for the exterior. In addition, they requested photos of buildings that have the same exterior material for the Board to have a reference for the exterior appearance.

Mr. Condrey presented the project tracker and updated the Board of Trustees on the projects for the College. He announced that FCAP (Facilities Comprehensive Audit Program) is being finalized with an early estimated cost in repairs of $43 million. Mr. Condrey discussed that almost half of those repairs are designated for the Student Center facility. Dr. Annunziata discussed the cost of facility repairs due to the pool having become a significant recurring liability for the College and capital fund resources. The Board of Trustees discussed having another option for the community that will meet their needs. Mr. Marche Pittman requested that the original funding source for the pool be identified to confirm that there are no requirements or restrictions on maintaining the pool. Mr. Condrey discussed that the College is working on a contract with an outside firm to provide custodial services. Dr. Annunziata informed the Board of Trustees that after being unable to fill openings with custodial positions, the College will work with a third party to fulfill those duties.

Mr. Dave Hunt gave the Finance Committee report. He reviewed the report from Atlanta Consulting Group and informed the Board that the Powers Scholarship fund had an ending balance of $14,185,832 and the Furches Scholarship fund had an ending balance of $3,008,628. He reviewed the income from each of the funds.

Mr. Hunt presented the amended DCC2-1 2024/2025 Budget. Dr. Annunziata informed the Board of Trustees that the amended budget increase is due to the funding recently approved by the General Assembly. The instruction areas received an increase of $1.127 million. After discussion, Mr. Hunt made a motion from the Finance Committee to approve the amended budget form. The motion was approved.

Mr. Jordan Barnes announced no formal report from the Personnel Committee and announced that the Committee will meet following the Board Meeting on February 04, 2025.

Mr. Grady Franklin announced no formal report from the Programs Committee and announced that the Committee will meet on March 04, 2025.

President's Report

Dr. Annunziata presented the changes in employment. The Board reviewed the changes in employees. She discussed the decision not to replace the Gear UP Coordinator with Winston-Salem State and will withdraw from the Gear Up Grant. The activities that were being done with Rutherford County Schools will continue under different methods.

Dr. Annunziata discussed the request for office space for Congressman Tim Moore. The office will be a service-based office for the constituents of Congressman Moore's district and will house two staff members. She informed the Board that an office suite is available on the first floor of the Foundation. After discussion on the agreement of use of space, the Board unanimously approved the space with Congressman Moore's office.

Dr. Annunziata announced that Foothills experienced damage from Hurricane Helene and have requested temporary space.

Dr. Annunziata gave an enrollment update and announced that head count has decreased some but those enrolled are taking additional courses and we are seeing an increase in the FTE.

Dr. Annunziata presented the Propel NC: Legislative Agenda for a New Community College Business Model that was presented and discussed the NC Association of Community College Presidents. She discussed the focus on workforce development with the Propel North Carolina program.

Dr. Annunziata informed the Board of Trustees that the College is in the process of updating all Title IX policies and procedures based on the recent change in law. All policies will be brought to the Board of Trustees for approval.

Dr. Annunziata informed that Board of Trustees that the College just received a new ambulance for the Emergency Medical Technician and Paramedics program.

The meeting adjourned by consensus.

CHAIRMAN
MR. JAMES HUTCHINS

PARLIAMENTARIAN/SECRETARY
MRS. JACKIE GODLOCK