

ISOTHERMAL

COMMUNITY COLLEGE

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MEETING OF THE BOARD OF TRUSTEES
MARCH 26, 2024

The Board of Trustees of Isothermal Community College met on Tuesday, March 26, 2024, at 12:30 p.m. at Isothermal Community College's Rutherford Campus in Spindale, NC. The following trustees were present: Bill Miller, Chivous Bradley, Dave Hunt, Grady Franklin, Jackie Godlock, James Hutchins, John Condrey, Eddie Holland, Marche Pittman, Roger Jolly, Seema Daigle, Amy Jenkins, and David Scherping. Amy Shevette joined the meeting virtually. The following personnel were present from the College: President Margaret Annunziata, Amy Penson, DeeDee Barnard, Greg Thomas, Leeann Cline-Burris, Mike Gavin, and Thad Harrill. Dean Shatley of Campbell Shatley, PLLC was in attendance.

Chairman James Hutchins called the meeting to order and welcomed everyone. He announced that the Board of Trustees held their spring conference during the morning and a copy of the conference agenda will be attached to the meeting minutes.

Ethics Statement

Mr. Bill Miller 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.

Agenda Confirmation

Chairman Hutchins presented the agenda. After no objections, the agenda was approved by unanimous consent.

Consent Agenda

Chairman Hutchins presented the Consent Agenda containing meeting minutes from the regular meeting on January 30, 2024, and the budget revisions. The consent agenda was approved by unanimous consent.

Trustee Items

Mr. Bill Miller gave the Executive Committee report. On behalf of the Executive Committee, he made a motion to approve the Fee Schedule for 2024-2025. The Board of Trustees reviewed the fee schedule. Dr. Annunziata informed the Board of Trustees that the nursing fees are passed through by the exam agency and assists students with their licensure exams at the completion of their program. She explained that these fees are broken out across semesters instead of all-in-one semester. This is less of a burden on the students and their financial aid. In addition, the Dental Hygienist program will require a lab fee for miscellaneous items. She reviewed other

changes in the fee schedule that are a pass through to the student. Dr. Annunziata announced that the college is monitoring and identifying options for students to assist them with fees and eliminating barriers. The motion to approve the fee schedule was unanimously approved.

Mr. Chivous Bradley gave the Facilities Committee report. Dr. Annunziata announced that the design build process was approved by the Office of State of Construction with the addition that the College contract with a project manager with experience in construction, preferably in design build to coordinate the project. In addition, the Office of State Construction must approve the bid for qualifications prior to posting. The Board of Trustees discussed having a project manager to coordinate all of the projects currently that the college has ongoing. Dr. Annunziata discussed the option in the future of having a project manager as the college adds new facilities. Mr. Bradley continued the report with updates on current projects.

- a. Library Roof: Currently out for bid.
- b. Library Renovation: In the first round of design approval with the Office of State Construction. The estimated bid date is fall 2024 with completion in 2025.
- c. Trees along College Avenue: The College is seeking approval to use capital funding from Rutherford County to remove some of the trees along College Avenue to improve and increase the sight line into the campus from the highway.
- d. Connector Road: The Department of Transportation has begun the connector road project from the Agribusiness Center to the back of the Foundation Performing Arts Center. The estimated completion date is the end of June.
- e. Student Center HVAC: The contract is with the Office of State Construction awaiting approval.

Dr. Annunziata presented an amended 3-1 form for the Library renovation to include an alternative, if funding is available, to update the Library auditorium. Mr. Chivous Bradley made a motion to approve the amended 3-1 form. Mr. John Condrey seconded the motion, and the motion was approved.

Mr. Dave Hunt gave the Finance Committee report. He informed the Board of Trustees that the Powers Scholarship balance at EOY 2023 was \$13,574,457 (\$366,585 Income for the year) and \$425,00 was awarded in scholarships. In addition, he announced that the Furches Scholarship balance at EOY 2023 was \$2,787,950 (\$78,977 Income for the year) and \$100,000 was awarded in scholarships. In other business, the College posted bids for banking services and the bid date closed at the end of February.

Mr. Hunt announced the upcoming meeting for the Finance Committee on April 18 at 12 noon with a pending meeting with the full Board of Trustees and Rutherford County Commissioners on April 23.

Chairman Hutchins gave the Personnel Committee report. He shared the timeline for the evaluation process of Dr. Annunziata.

- o March 26, 2024

- Evaluation Opens – Mrs. DeeDee Barnard will email the Board of Trustees with the evaluation link today.
- April 19, 2024
 - Evaluation Closes & Data Compiled
- April 30, 2024
 - The committee will review data from the evaluation.
(After committee meeting, evaluation will be shared with Dr. Annunziata)
- May 7, 2024
 - Personnel Committee Meeting with Dr. Annunziata at 12:00 p.m.
- May 24, 2024 (Board of Trustee Meeting)
 - Evaluation Summary & Contract will be shared at the Board Meeting. Following the meeting, we will submit a letter to the NC Community College System.

Mr. Dean Shatley announced that if the Board of Trustees elect to make any adjustments to Dr. Annunziata's contract must be submitted to the State Board of Community College. He discussed that colleges are awaiting additional guidance from the NC Community College System Office and the NC Association of the Community College Presidents Association.

Mrs. Amanda Shevette announced no report from the Programs Committee.

Chairman Hutchins announced that the Bylaws Ad-hoc Committee has been appointed and the Committee will meet before the next regular meeting. The Board of Trustees discussed the new legislation and how to address vacancies on the Board and who would appoint those replacements.

Chairman Hutchins announced no report from the Nominating Committee and that the appointment of the Nominating Committee needs to be reviewed in the Bylaws.

President's Report

Dr. Annunziata gave the President's report. She presented a timeline (attached) of the SACSCOC (Southern Association of Colleges and Schools Commission on Schools) reaffirmation of accreditation for the College. After discussion on new legislation that mandates colleges use different accreditation institutions, the timeline for Isothermal Community College falls within the exception of less than three years to use SACSCOC for the upcoming reaffirmation. Mr. James Hutchins made a motion to endorse the timeline and Mr. Dave Hunt seconded the motion. The Board of Trustees unanimously endorsed the schedule.

Dr. Annunziata presented the Continuing Education Accountability and Compliance report. The report was unanimously approved.

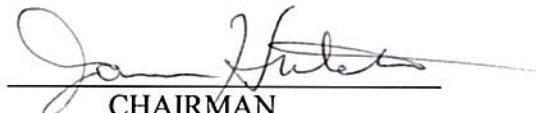
Dr. Annunziata informed the Board of Trustees that the College was in negotiations with Trelleborg for a lease agreement of one of the high bays in the Walter Dalton Engineering

Technology and Workforce Development Center. She announced that this is part of a Customized Training program for training their workforce and the agreement is contingent on that training program.

Dr. Annunziata announced that the College has been invited to join the Achieving the Dream organization due to the work with the Belk Center on the Rural College initiative. Mr. John Condrey made a motion in support of the College joining Achieving the Dream and Mr. Marche Pittman seconded the motion. The motion passed unanimously.

Dr. Annunziata announced that the College has been in the process of selecting a replacement for the Vice President of Operations. She informed the Board of Trustees that after the first-round interviews, two finalists were selected to return to campus for an additional interview and campus forum. Following the open forum, faculty and staff were allowed to give feedback on the candidates. Dr. Annunziata announced that following the campus visit, she recommends Dr. Madeline Smith for Vice President of Operations at Isothermal Community College. Mr. Dave Hunt made a motion to affirm the appointment of Dr. Madeline Smith in the position and Mr. Marche Pittman seconded the motion. The motion was unanimously approved.

After reminding the Board of upcoming events, the meeting adjourned.


CHAIRMAN
MR. JAMES HUTCHINS


PARLIMENTARIAN/SECRETARY
MRS. JACKIE GODLOCK



***Board of Trustees
Spring Conference
Rutherford Campus
March 26, 2024***

<i>Welcome & Light Refreshments</i> <i>Dr. Margaret Annunziata</i>	<i>9:00</i>
<i>Mission, Vision, & Values</i> <i>Dr. Margaret Annunziata</i> <i>Mrs. Leeann Cline-Burris</i>	<i>9:15</i>
<i>Policy Manual Outline</i> <i>Dr. Margaret Annunziata</i>	<i>10:00</i>
<i>Break</i>	<i>10:30</i>
<i>Eight-week Implementation & Enrollment Update</i> <i>Dr. Margaret Annunziata</i>	<i>10:45</i>
<i>Lunch</i> <i>Student Center Lawn – Sports Day</i>	<i>11:30</i>
<i>Board of Trustees’ Meeting</i>	<i>12:30</i>