

# ISOTHERMAL

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## COMMUNITY COLLEGE

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MEETING OF THE BOARD OF TRUSTEES  
MAY 21, 2024

The Board of Trustees of Isothermal Community College met on Tuesday, May 21, 2024, at 12:30 p.m. at Isothermal Community College's Rutherford Campus in Spindale, NC. The following trustees were present: Chivous Bradley, Dave Hunt, Grady Franklin, Jackie Godlock, James Hutchins, John Condrey, Eddie Holland, Marche Pittman, Roger Jolly, and Amanda Shevette. Student Government President, Francisco Chavez attended the meeting. The following personnel were present from the College: President Margaret Annunziata, DeeDee Barnard, Greg Thomas, Leeann Cline-Burris, Madeline Smith, Mike Gavin, Robby Walters, and Thad Harrill. Dean Shatley of Campbell Shatley, PLLC was in attendance.

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

### Ethics Statement

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.

Chairman Hutchins thanked Francisco Chavez for his service as SGA President.

### 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 March 28, 2024, called meeting minutes on April 23, 2024, president's local travel authorization, gifts and donations, and the budget revisions. The consent agenda was approved by unanimous consent. Mr. Franklin requested an update on the Patriot Pantry. Dr. Greg Thomas informed the Board of Trustees that the College experiences a steady amount of traffic in the pantry. In addition, the Board of Trustees discussed the donated headsets.

### Trustee Items

Mrs. Jackie Godlock gave the Executive Committee report. She discussed the items that the Executive Committee reviewed at the May 07, 2024, meeting. Mr. Bradley made a motion to approve the Instructional Policies from section four of the policy manual and Mr. Condrey seconded the motion. The policies were unanimously approved. Dr. Annunziata announced

that the Executive Team will review policies from sections five, six, and seven during the summer. Faculty and Staff will review them in fall when faculty return from summer.

On behalf of the Executive Committee, Mrs. Godlock made a motion to amend the Powers' Scholarship Fund's spending policy. The amendment allows for administrative costs to be used for scholarship funding when not expensed during the year. The motion was unanimously approved.

On behalf of the Executive Committee, Mrs. Godlock made a motion to approve the increase in employee mileage reimbursement from .40 per mile to .50 per mile when a college owned vehicle is not available for the employee when traveling on official college business. After discussion in comparison with the IRS rate for mileage, the motion was approved by general consent.

Mr. Chivous Bradley announced no formal report from the Facilities Committee but requested that Dr. Madeline Smith update the Board of Trustees on current projects. Dr. Smith announced that the Library renovation is underway with the replacement of the roof and that the bid meeting has been scheduled next week for the Student Center HVAC project. She also announced that the request for qualifications for the Health and Sciences building is scheduled to be finalized in August. Dr. Annunziata discussed the College's search for a project manager to oversee the Health and Sciences building project. She announced that the College is partnering with Brian Kugler and MBP to manage the project. This group will be responsible for establishing the request for qualification bid document.

Mr. Chivous Bradley announced that the trees have been trimmed along College Avenue and the Connector Road site from the Agribusiness Center to the campus. Also, the parking lot has been recoated at the Foundation Performing Arts Center. Dr. Smith announced that the Isothermal Grounds Crew will continue trimming the trees along College Avenue. Dr. Annunziata discussed work to design and install a new sign to replace the digital sign on College Avenue.

Mr. Dave Hunt announced that the College received copies of the first quarter statements from Atlanta Consulting Group. He informed the Board that the College made \$800,000 from the Powers Scholarship Investment fund and had spent \$400,000 to date. Mr. Hunt informed the Board of Trustees that he and personnel from the College reviewed bids for qualifications for banking services for the College. From the review, the Bank of the Ozarks were their top candidate. The Finance Committee received this information at the April 18, 2024, meeting. He made a motion to approve Bank of the Ozarks as the firm to provide banking services for the College. The Board of Trustees approved the motion unanimously.

Mr. Roger Jolly announced that the Personnel Committee report is deferred to the end of the meeting during closed session.

Mrs. Amanda Shevette announced no report from the Programs Committee, but that she continues to receive good feedback from the eight-week terms.



Mr. John Condrey announced no report from the Bylaw Committee, but the group will meet on June 18, 2024. Mr. Dean Shatley announced that he can formalize the language for the Bylaws. Chairman Hutchins asked the Board of Trustees for their input and suggestions before the Committee meets.

Mr. Roger Jolly announced no report from the Nominating Committee, but the group will meet on May 28, 2024.

#### President's Report

Dr. Annunziata gave the President's Report. She announced that public comments are now open from the Commission on Dental Accreditation (CODA) as part of their assessment of our accreditation application. The comments are open until July 18, 2024, for the Dental Assisting program and August 09, 2024, for the Dental Hygiene program. Dr. Annunziata announced that the teams from CODA will visit campus on September 19, 2024, and October 8, 2024, respectively, for the onsite review of both programs.

Dr. Annunziata discussed that the College's Value statements as published are long and difficult for faculty and staff to remember or demonstrate alignment. The Board of Trustees worked on the values during their conference in March 2024. That information was shared with the Faculty and Staff, and they were given an opportunity to provide feedback as well. From that feedback, Mrs. Leeann Cline-Burris presented the following set of values.

**Isothermal Community College**  
Connection to Opportunity  
Accessible Learning  
Responsive Support  
Empowerment and Belonging  
Service Excellence and Integrity

After discussion, Mr. John Condrey made a motion to approve the College Values and Mrs. Amanda Shevette seconded the motion. The motion was approved unanimously.

#### Closed Session


Mrs. Jackie Godlock made a motion to go into closed session under General Statute 143-318.11.6 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. General personnel policy issues may not be considered in a closed session. Mr. John Condrey seconded the motion, and the motion was unanimously approved. Mr. Hutchins asked for Mrs. DeeDee Barnard to remain to take the minutes.

Mr. John Condrey made a motion to return to the open session and Mr. Dave Hunt seconded the motion.

Mr. Roger Jolly announced that the Board of Trustees completed their annual evaluation for Dr. Annunziata and all of the Board of Trustees received a copy of the evaluation results and contract via email. In addition, Mr. Jolly announced that the evaluation was very positive. Mr. Jolly made a motion to extend Dr. Margaret Annunziata's contract for an additional two years ending June 30, 2028, contingent on the approval of the NC State Board of Community Colleges. Mrs. Shevette seconded the motion, and the motion was unanimously approved.

Mr. Grady Franklin made a motion to adjourn and the meeting adjourned.

  
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CHAIRMAN  
MR. JAMES HUTCHINS

  
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PARLIMENTARIAN/SECRETARY  
MRS. JACKIE GODLOCK