

ISOTHERMAL

COMMUNITY COLLEGE

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MEETING OF THE BOARD OF TRUSTEES
OCTOBER 21, 2025

The Board of Trustees of Isothermal Community College met on Tuesday, October 21, 2025, at 12:30 p.m. at Isothermal Community College's Rutherford Campus in Spindale, NC. The following trustees were present: Jordan Barnes, Steve Bedford, Mike Benfield, Seema Daigle, Grady Franklin, Tony Helton, James Hutchins, Amy Jenkins, Bill Miller, Marche Pittman, Bryson Smith, and Danna Stansbury. The following personnel were present from the College: President Margaret Annunziata, DeeDee Barnard, Leeann Cline-Burris, Mike Gavin, Thad Harrill, Scott Queen, Madeline Smith, Greg Thomas, and Robby Walters.

Chairman Bill Miller called the meeting to order and welcomed everyone. He announced that the Board of Trustees held their annual fall conference earlier in the day. A copy of that agenda is included in the minutes of today's meeting.

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 noted.

Agenda Confirmation

Chairman Miller presented the agenda. Mr. Michael Benfield made a motion to approve the agenda and Mr. Marche Pittman seconded the motion. The agenda was approved.

Consent Agenda

Chairman Miller presented the Consent Agenda. The Consent Agenda contained the Budget Revisions and Minutes from the August 26, 2025 meeting. Mr. Tony Helton made a motion to approve the Consent Agenda and Ms. Danna Stansbury seconded the motion. The Consent Agenda was approved.

Consideration of Minutes – July 08, 2025

Chairman Miller opened a discussion regarding the minutes from July 08, 2025. The minutes were provided with an addition to clarify using Powers Scholarship for tuition only in the workforce development program.

The Board discussed the option of having recordings for meetings and Mr. Dean Shatley reviewed handling recordings of meetings and Chairman Miller requested that discussion on recording of meetings be tabled until the next meeting. Mr. Franklin made a motion to approve the minutes from July 08, 2025 and Mr. Michael Benfield seconded the motion. The minutes were approved.

Trustee Items

Chairman Miller gave the Executive Committee report. He reviewed the lease termination of the Rutherford Learning Center with the town of Rutherford. The Board of Trustees received a copy of the lease and the termination agreement. Chairman Miller announced that the Executive Committee discussed and identified representation from the Board of Trustees with regards of the upcoming onsite SACSCOC review. Chairman Miller announced that Officers Dave Hunt and Seema Daigle along with Michael Benfield agreed to represent

the Board of Trustees during the SACSCOC review. Mr. James Hutchins requested to be a part of the group to meet with SACSCOC.

Chairman Miller announced that the Executive Committee continues to discuss modifying the committee structure and will discuss more in detail at the end of today's meeting.

On behalf of the Executive Chairman Miller made a motion to terminate the lease agreement for the Rutherfordton Learning Center. The motion passed.

Mr. Mike Benfield gave the Facilities Committee report. He reviewed the electrical and library renovation projects with the Board. Mr. Benfield presented an updated Facilities Capital Assessment Plan (FCAP) report. He requested that the Board look at a long-term plan. He discussed maintaining aging facilities or using grants and other funding sources to merge facilities into new buildings. The Board discussed the electrical project with Duke Energy and Dr. Smith announced that the project may move under Whiting & Turner as part of the building project. Dr. Annunziata reviewed the ongoing discussions with the electrical infrastructure with Duke Energy and the new building site.

Chairman Miller presented the 25/26 Budget DCC2-1 Form for approval. He discussed the review during the Trustee's morning conference. Mr. Tony Helton discussed how the College has been working with Prestige to make the budget documentation more understandable and readable than what the state requires. Mr. Hutchins discussed the salaries that represent faculty. Dr. Annunziata announced that approximately ninety percent of the budget is salary and benefits. She stated that about twenty-seven percent of the salary allocation is due to benefits. The budget was approved.

Chairman Miller gave an update of the Powers scholarship expended to students in the fall in the amount of \$256,170 for curriculum and \$2,735 for workforce development programs. The Board discussed having a history of the scholarships expended since inception and Dr. Annunziata suggested having the number of students impacted within the service area for the Board to review.

Mr. Jordan Barnes gave the Personnel Committee report. He announced that the Committee reviewed the evaluation form and process for the president's evaluation. The Committee determined no changes for the next year with the evaluation form and process.

Mr. Grady Franklin gave the Student Success Committee report (formerly Programs). He reviewed the Repeating Courses and Course Substitution policy 05.02.08 with the Board. Dr. Thomas reviewed the specific changes in policy. Dr. Thomas discussed the changes to assist students with more flexibility in repeating courses for a higher grade and that transitional (developmental) courses are exempt from this policy. He reviewed how the course substitution procedure was updated to allow for additional substitutions if the course(s) align with system guidelines. Dr. Thomas announced that the College has seen an increase in requests for challenge exams for workforce programs. He reviewed the Challenge Exam procedure that is now offered for a fee of \$20.00 for students who have prior learning experience to test out of a course. After discussion concerning the implementation, the Repeating Courses and Course Substitution policy 05.02.08 was approved.

Dr. Annunziata reviewed the Student Success Committee's discussion on how the Guided Pathways and the ICC Works programs focus on connecting students to programs (transfer or workforce) that will get the skills and knowledge necessary to earn a family sustaining wage. She reviewed the work with partners GlaxoSmithKline and the Aspen Institute to assist students in this work.

President's Report

Dr. Annunziata announced that College Council, which was a group of Deans and Directors from across campus, has been restructured to a smaller group that will include areas across campus with three faculty, three staff, and three students. This group will meet in alignment with the Board of Trustees meetings and will include some of the same information that will be shared at the Trustee meetings.

Dr. Annunziata announced that she has been invited to join the Good Jobs Learning Forum, which is an initiative with America Achieves and the John M Belk Endowment. This group is traveling to Singapore to learn about their education system and career pathways with industries that has led individuals to a family sustaining wage. Singapore has used this education reform to turn their economy around. The travel group includes community college presidents, state representatives, and representatives from EDNC.

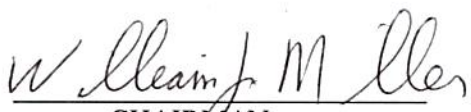
Dr. Annunziata announced a celebration with Trelleborg on November 14, 2025, to celebrate the completion of their pilot line that has been a resident of a manufacturing bay in the Walter Dalton Engineering & Workforce Development Center.

Dr. Annunziata informed the Board that the College and Western North Carolina have been encouraged to look at grant funding on the local, state, and federal level for building projects. She discussed using the FCAP report to look at the needs of a new facility.

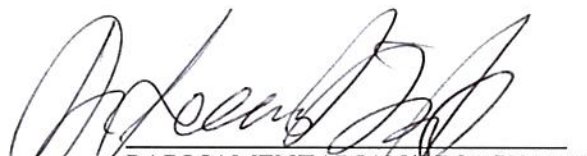
Other Business

Chairman Miller discussed the structure of committees and the possibility of meeting prior to the full Board Meeting. This structure would increase the number of committee meetings. In addition, the length of meetings on those days will increase instead of having an hour meeting scheduled throughout the year during the lunch hour. The Board discussed the importance of planning committee meetings and the need to have flexibility to call meetings when needed. In addition, the Board discussed the value of having committee meetings well in advance of Board meetings to give additional time to consider and process action items and requests. Chairman Miller discussed combining Facilities with Finance and Personnel with Student Success to have two committees that will meet more often throughout the year. Mr. Dean Shatley discussed options for committees to meet jointly as a committee only not in acting as the Board. By consensus Chairman Miller will appoint an ad-hoc committee to review the committee structure and the need for restructuring.

The meeting was adjourned.



CHAIRMAN
MR. BILL MILLER



PARLIAMENTARIAN/SECRETARY
DR. SEEMA DAIGLE

ISOTHERMAL

C O M M U N I T Y C O L L E G E

BOARD OF TRUSTEES CONFERENCE

OCTOBER 21, 2025

9:00 A.M.

WALTER DALTON ENGINEERING TECHNOLOGY & WORKFORCE DEVELOPMENT

CENTER

ROOM 215

RUTHERFORD CAMPUS

SPINDALE, NC

<i>Morning Refreshments</i>	9:00
<i>Welcome & Announcements</i> <i>Dr. Margaret H Annunziata</i>	9:15
<i>Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)</i> <i>Dr. Margaret Annunziata</i>	9:30
<i>Quality Enhancement Plan (QEP)</i> <i>Leeann Cline-Burris</i> <i>Michael Clough</i> <i>Sarah Kilgo</i>	9:45
<i>Funding Presentation & State Budget</i> <i>Dave Faunce</i> <i>College Staff</i>	10:15
<i>Discussion & Questions</i>	11:30
<i>Lunch</i>	12:00
<i>Board Meeting</i>	12:30