

MINUTES OF THE QUARTERLY MEETING
OF THE BOARD OF TRUSTEES
OF WESTERN PIEDMONT COMMUNITY COLLEGE
ON JANUARY 20, 1970

The Board of Trustees of Western Piedmont Community College convened for its regular quarterly meeting in the Trustees Conference Room A-203 of the College at 7:30 p.m. on Tuesday, January 20, 1970, with Chairman W. Stanley Moore presiding.

Members present: Mr. W. Stanley Moore, Chairman
Mr. Robert P. Carr, Vice-Chairman
Mr. Thad M. Poteat
Dr. E. W. Phifer, Jr.
Mr. Frank C. Patton
Dr. Ben E. Hoffmeyer
Mr. Earl M. Spencer

Members absent: Mr. Eugene M. White
Mr. G. Maurice Hill
Dr. C. L. Walton
Mr. E. P. Dameron

Others present: Dr. Gordon C. Blank, President
Mr. H. D. Moretz, Assistant to the President
Mr. R. E. Wilson, Business Manager

Chairman Moore called the meeting to order and asked Mr. Poteat to open the meeting with a prayer. Mr. Spencer moved, and Mr. Poteat seconded, that the reading of the Minutes be dispensed with. Approval of the motion was unanimous.

In lieu of reports from the chairmen of the standing committees, Dr. Blank was asked to present a review of the committee actions since the October meeting of the Board. His report was as follows:

Buildings and Grounds Committee Meeting of October 14, 1969

1. Approved the Architect's recommendation for the awarding of contracts to the low bidders on the second round of construction, including alternates 1 through 6 to:
 - Laxton Construction Company - General Contract - \$ 515,300
 - Tomlinson Plumbing & Heating, Inc. - Plumbing Contract - \$ 37,394
 - Ingold Company, Inc. - Mechanical Contract - \$ 146,975
 - United Electric Company - Electrical Contract - \$ 50,601
2. Authorized the College to award the bid for laboratory equipment up to a maximum of \$22,000.

Executive Committee Meeting of November 10, 1969

1. Faculty appointments were approved for the following employees who have been working on temporary administrative appointments pending approval:
 - A. Mrs. Marlene Coviello as Instructor in Technical English at the monthly salary rate of \$668.00.
 - B. Mrs. Margaret C. Oakley as Coordinator in the Programed Instruction Laboratory at the monthly salary rate of \$589.00.
 - C. Mrs. Betty C. Torres as Instructor in Foreign Languages at the monthly salary rate of \$787.00.
2.
 - A. Approved the formal release from contract of Miss Billie W. Foster.
 - B. Approved the proposed contract form to be used this year.
 - C. Approved the proposal that Western Piedmont award the Associate in Science Degree, beginning with the class to graduate in Spring 1970.

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3. A. Approved the sending of separate letters from Mr. Moore and Dr. Blank to Mr. Jack Kirksey, State Highway Commissioner, indicating the College's favorable endorsement of the proposed widening and rerouting of Highway 64.
- B. Approved the recommendation that January 2, 1970, be declared an added holiday for this year only.

Buildings and Grounds Committee Meeting of December 17, 1969

1. A general discussion was held concerning the request by Duke Power Company for an additional right-of-way across the eastern edge of the College property. It was agreed that an attempt will be made first to grant a new right-of-way in exchange for the relocation of the line and towers presently in the parking lot area; secondly, if this fails, an effort will be made to have the new right-of-way moved outside the tree line.
2. A report was heard on the status of the planned widening of Highway 64 on the western boundary of the College property.
3. Approved the sending of a letter of commendation to Mr. Garrell and his staff for their good work on the appearance and maintenance of the College grounds.
4. The possibility of the City of Morganton considering the establishment of a sewage treatment plant near the southeast corner of the campus was discussed. Since no facts were available, further inquiry would be made.

Dr. Phifer made the motion that the committee actions be approved as reported, Mr. Spencer seconded, and the motion carried unanimously.

Dr. Blank reported that the contractors had been given official notice to proceed on the new construction on December 12, 1969, and that an informal ground-breaking ceremony had been held on January 8, in which several of the Trustees had participated.

Dr. Blank then reviewed the condition of the local fund budget, noting that additional current expense support from local sources would be needed during the next two to three years. A discussion followed, but no official action was taken.

Dr. Blank presented the general plan for relocation of offices, teaching spaces, and other functions during the period of construction, pointing out the need for the purchase of four mobile units, three for temporary classroom space and one for office space. It is expected that most of the purchase price of these units will be recovered by resale when the construction is finished. After discussion, the plan was accepted as information only, since no action by the Board was required at this time.

Chairman Moore asked Dr. Blank to present the information he had gathered relative to fringe benefits offered by other D. C. C. institutions somewhat comparable to W.P.C.C. 85% of the questionnaires were returned, indicating that 39% of the respondents contributed to some sort of fringe benefit, generally hospitalization

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insurance. Most of the others planned or desired to provide fringe benefits. After discussion, Mr. Patton moved "That the question of financing fringe benefits, to wit: hospitalization for each employee, be referred to an appropriate committee to the end that they take it up with the Foundation to see if the Foundation will pick up all or part of the cost." Dr. Phifer seconded, and approval was unanimous. Chairman Moore authorized Dr. Blank to communicate this information to the faculty.

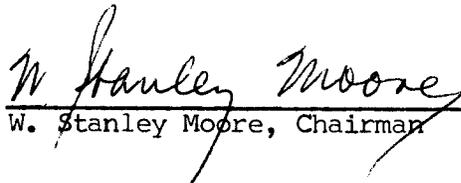
In an item of new business, Dr. Phifer introduced the question of the status of athletics at Western Piedmont, and what the future plans were in respect to this activity since some other community colleges have interscholastic athletic programs. Dr. Blank responded with a re-statement of Western Piedmont's priorities in this area, which are: (1) Curriculum offerings in Physical Education; (2) Development of a good Intramural Activity Program; (3) Development of an Interscholastic Athletic Program as financial support becomes available and after Items (1) and (2) are accomplished. There was discussion of this matter, but no action was taken at this time.

The Board went into executive session. Upon motion by Dr. Phifer, with a second by Mr. Patton, the members of the Board of Trustees voted unanimously to commend the President and his staff for the excellent job they are doing.

There being no further business, the meeting was adjourned.



H. D. Moretz, Recording Clerk



W. Stanley Moore, Chairman

MINUTES OF THE QUARTERLY MEETING
OF THE BOARD OF TRUSTEES
OF WESTERN PIEDMONT COMMUNITY COLLEGE
ON APRIL 14, 1970

The Board of Trustees of Western Piedmont Community College convened for its regular quarterly meeting in the Trustees Conference Room (A-203) of the College at 7:30 p.m. on Tuesday, April 14, 1970, with Chairman W. Stanley Moore presiding. The invocation was offered by Mr. White.

Members present: Mr. W. Stanley Moore, Chairman
Mr. Robert P. Carr, Vice-Chairman
Mr. J. Ray Childers
Mr. Eugene M. White
Mr. Earl M. Spencer
Dr. Ben E. Hoffmeyer
Mr. E. P. Dameron

Members absent: Mr. Thad M. Poteat
Dr. E. W. Phifer, Jr.
Mr. Frank C. Patton
Dr. C. L. Walton
Mr. G. Maurice Hill

Others present: Dr. Gordon C. Blank, President
Mr. H. D. Moretz, Assistant to the President
Mr. R. E. Wilson, Business Manager

I. Chairman Moore opened the meeting with a cordial welcome to Mr. Childers, new member of the Board, who replaced Mr. Hahn. Mr. Childers was appointed to serve on the Buildings and Grounds Committee of the Board.

II. Mr. Spencer moved that the reading of the Minutes be dispensed with. Mr. White seconded, and approval was unanimous.

III. The Chairman asked Dr. Blank to summarize the actions of the Executive Committee since the last full Board Meeting. His report follows.

Executive Committee Meeting of March 2, 1970

1. Approved the faculty and administrative reappointments and salary schedules, subject to the availability of state and federal funds.
2. Approved tenure status for Mr. James B. Cates, Mr. Larry R. Clark, Mrs. Catherine M. Eller, Mr. Tommy O. Eller, Mrs. Ruby D. Harbison, Mr. Jack H. Huss, Mr. Paul W. Hutchins, and Mr. Shirley A. Smith.
3. Approved a proposal for modification of personnel policies dealing with nepotism, enrollment privileges, notice of non-reappointment and teaching faculty leave.
4. Approved the authorization to purchase two double trailer units subject to a survey concurrence of the members of the Buildings and Grounds Committee and the Finance Committee and confirmation at the quarterly board meeting in April.
5. Gave formal approval of the installation of vision panels in selected rooms.
6. Approved the purchase of a new riding lawn mower at an approximate cost of \$1300 less the amount received for the old mower.
7. Discussed the status of right-of-way negotiations with Duke Power Company for a strip of land paralleling Hunting Creek at the eastern edge of the campus.

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The Executive Committee also met at 7:00 p.m. this date, immediately prior to the regular Board meeting. Business transacted consisted of the following:

- I. Approval of educational leave for Mary Ann Chou, Ruby Harbison, Richard Hawes, Brenda King, Ray Miller, H. D. Moretz, Larry Mull, and Harold Olsen.
- II. Authorization for the President to continue working with D.C.C. officials in the development of an Electric Lineman Training Program at Western Piedmont.
- III. Discussion of additional planning by administrative staff which concluded that it may be possible to operate without additional trailer unit space during renovation and construction. Since an unforeseen increase in enrollment, unexpected delays in construction, or other factors may require the College to procure additional space on short notice, the Committee allowed its previous motion authorizing the purchase of trailer units to remain in force.
- IV. The Board Chairman and senior administrators at the College met with representatives of Duke Power Company for further discussions on the new power line right-of-way. Duke's modified plan was still not acceptable to the College, and Duke's engineers will restudy the route and submit a new proposal to the College.

IV. Chairman Moore thanked Dr. Blank for his report, and explained to the Board the reasons for leaving in force the authorization for the procurement of additional space on short notice. He made some comments on the meeting with the Duke Power representatives, indicating his belief that a satisfactory route for the right-of-way will be proposed. He asked Dr. Blank to explain the D.C.C. regulations on educational leave, as well as local policy, which he did.

V. Mr. Moore appointed Mr. Spencer, Mr. Dameron, and Dr. Phifer to membership on the Ad Hoc Committee on Fringe Benefits, which was authorized at the previous meeting. He will ask Mr. Couch, President of the Western Piedmont Foundation, to act as advisor to this group.

VI. Mr. Carr, Chairman of the Buildings and Grounds Committee, reported that his committee has not met during the quarter, but that he has personally checked on the new construction periodically. The buildings are progressing well, and construction is of good quality. He also commended the college staff on the excellent maintenance of buildings and grounds which is being carried out.

VII. Dr. Blank mentioned the necessity of beginning planning on a third round of construction, pointing out that the urgent need is for a Physical Education facility and a Student Center. There appears to be very little likelihood that Federal funds for this purpose will be available in the foreseeable future. However, such funds may be available for a vocational facility, and he asked for suggestions. He also mentioned the local operating budget and the necessity of requesting an additional local tax supplement.

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There followed a general discussion on the expansion of the Community College System and the relationship between Western Piedmont and Caldwell Tech. It is expected that the present cordial relations between the two institutions will continue after Caldwell Tech becomes Caldwell Community College on July 1, 1970.

VIII. Mr. Wilson reviewed the local operating budget report, indicating that he expected to have a carry-over of about \$10,000 at the end of the fiscal year. This is possible only because there was an equivalent carry-over at the beginning of the present fiscal year. The expenditures this year will be about the same as income, indicating that additional funds will be needed when the new buildings are occupied. The possible effect of the up-coming reevaluation of property in the county was discussed, but no conclusion was reached.

IX. Chairman Moore called attention to the printed summary of the "B" budget recommendations of the Community College Advisory Council which was included in the member's agenda packets, and suggested that the members study the report at length outside the meeting. Dr. Blank discussed several items in the report.

X. There was no formal new business to be considered. An announcement was made that Dr. Postlethwait and Dr. Eiss would be at the College during the week of April 20 to lead in-service education programs for the faculty. The Social Science Department is sponsoring a series of four lectures by visiting speakers on the subject "Equality and Justice For All?"

XI. At 9:00 p.m., the Board held a moment of silent prayer for the Apollo XIII astronauts in which hope was expressed for their safe return to earth.

XII. The Chair indicated that there was no necessity for an Executive Session, and asked for a motion to adjourn. Mr. Dameron moved for adjournment, Mr. Spencer seconded, and the motion passed.

W. Stanley Moore

W. Stanley Moore, Chairman

H. D. Moretz

H. D. Moretz, Recorder

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MINUTES OF THE QUARTERLY MEETING
OF THE BOARD OF TRUSTEES
OF WESTERN PIEDMONT COMMUNITY COLLEGE
ON JULY 21, 1970

Immediately following a 20-minute filming session of the Board for a general information movie on the College, the Board of Trustees of Western Piedmont Community College convened for its regular quarterly meeting in the Trustees Conference Room (A-203) of the College at 7:50 p.m. on Tuesday, July 21, 1970, with Chairman W. Stanley Moore presiding. The invocation was offered by Mr. Dameron.

Members present: Mr. W. Stanley Moore, Chairman
Mr. Robert P. Carr, Vice-Chairman
Mr. Earl M. Spencer
Mr. Thad M. Poteat
Mr. E. P. Dameron
Dr. E. W. Phifer, Jr.
Mr. J. Ray Childers

Members absent: Mr. Frank C. Patton
Dr. C. L. Walton
Mr. G. Maurice Hill
Mr. Eugene M. White

Others present: Dr. Gordon C. Blank, President
Mrs. Peggy Ballew

I. Mr. Spencer moved that the reading of the Minutes be dispensed with, Mr. Dameron seconded, and approval was unanimous.

II. Chairman Moore asked Dr. Blank to summarize the actions of the Executive Committee since the last Quarterly meeting. His report follows:

Executive Committee Meeting of June 15, 1970

1. Approved appointment nominations for:
 - a. Mrs. Hazel Ballou, Instructor in Reading
 - b. Mrs. Clara Fowler, Instructor in Business
 - c. Mrs. Nancy Null, Instructor in Nursing
 - d. Mrs. Priscilla Poole, Clinical Instructor in Nursing
 - e. Mr. Robert Benner, Instructor in Physical Education
 - f. Mr. Philip E. Marion, Jr., Head Coordinator of the Learning Laboratory
2. Approved revised personnel policies on vacation, holidays and leave.
3. Approved a revised policy on tenure as recommended by the Faculty Senate and the Administrative Council.
4. Approved the adoption of a revised Student Conduct Code, subject to a final review by the College Attorney.
5. Authorized a student parking sticker fee of \$.25 to defray the cost of purchasing parking stickers.
6. Approved the Duke Power right-of-way as recommended by the Buildings and Grounds Committee.
7. Approved the right-of-way from the North Carolina Highway Commission for the widening of U. S. Highway 64 as recommended by the Buildings and Grounds Committee.

The Executive Committee also met at 7:00 p.m. on this date of July 21, immediately prior to the regular Board meeting. Business transacted consisted of the following:

- Approved appointment nominations for:
- a. Mrs. Dorothy P. Johnson, Instructor in Nursing
 - b. Mr. Herbert Solinsky, Instructor in Mathematics

III. Mr. Carr reported on the actions of the Buildings and Grounds Committee since the last full Board meeting.

Buildings and Grounds Committee Meeting of May 2, 1970

- 1. Authorized the College to accept the \$3,000 offered by the North Carolina Highway Department for the right-of-way needed for the widening of U. S. Highway 64 on the west boundary of the College property.
- 2. Held a general discussion on the status of the Duke Power Company right-of-way.

Buildings and Grounds Committee Meeting of June 8, 1970

- 1. Voted to accept the offer of \$1,500 from Duke Power Company for the revised right-of-way across College property.
- 2. Asked Dr. Blank to write a letter of appreciation to Duke Power Company, and to express the College's interest in having Duke Power landscape around the substation, possibly using College land.
- 3. Expressed appreciation to the administration for its efforts in obtaining a change in the Duke Power Company right-of-way.

Dr. Phifer moved that the committee actions be approved as reported, Mr. Spencer seconded, and the motion was unanimously approved.

Dr. Blank was asked to report on the concrete problem on the new construction. He stated that the final results of test borings on the Shop Building are not in yet, but because of low quality concrete on the pillars on the new Science Building, nine were torn down and replaced.

Mr. Moore asked about Duke Power Company's plans to landscape around their substation on College property. Dr. Blank stated that two representatives had visited the College, and that Duke Power will submit a formal proposal in late August or early September.

As a matter of information, Dr. Blank mentioned the possibility of establishing a sports arena on the north side of the campus. This would be a joint endeavor of the College and the Burke County Public Schools, to serve both parties. He emphasized that it is just an idea at this time and would be further explored with various parties.

IV. Mr. Dameron gave a report of the Finance Committee meeting of July 16, 1970, and moved that the proposed budget for 1970-71 as presented at that time be adopted. Mr. Poteat seconded the motion. After a general discussion, the budget was approved by a unanimous vote.

V. Dr. Blank reported briefly about the enrollment for Fall Quarter, indicating that the number of applicants is running about fifty students behind this time last year. He further indicated that this was largely attributable to the recent conversion of Caldwell Technical Institute to a community college.

VI. Dr. Blank informed the Board of the possibility that a Dental Assistant Program could be added, financed primarily through Health Manpower funds.

At this time the Board went into Executive Session.

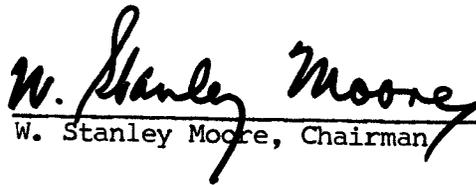
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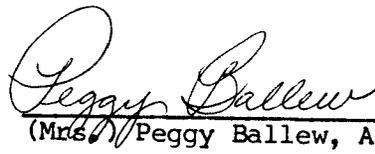
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VII. Executive Session

During a discussion in an Executive Session before adjournment, the Board voted unanimously, upon motion by Dr. Phifer, seconded by Mr. Carr, to commend Dr. Blank for his good work and to express the wish that it were possible to more adequately compensate him for his excellent service to the College.

There being no further business, the meeting was adjourned.


W. Stanley Moore, Chairman


(Mrs.) Peggy Ballew, Acting Clerk

MINUTES OF THE ANNUAL MEETING
OF THE BOARD OF TRUSTEES
OF WESTERN PIEDMONT COMMUNITY COLLEGE
ON OCTOBER 20, 1970

The Board of Trustees of Western Piedmont Community College convened for its regular annual meeting in the Trustees Conference Room (A-203) of the College at 6:30 p.m. on Tuesday, October 20, 1970, with Chairman W. Stanley Moore presiding.

Members present: Mr. W. Stanley Moore, Chairman
Mr. Robert P. Carr, Vice-Chairman
Mr. Earl M. Spencer
Mr. Thad M. Poteat
Mr. Eugene M. White
Mr. J. Ray Childers
Mr. D. Holmon Sigmon
Dr. E. W. Phifer, Jr.

Members absent: Mr. Frank C. Patton
Dr. C. L. Walton
Mr. G. Maurice Hill
Mr. E. P. Dameron

Others present: Dr. Gordon C. Blank, President
Mr. R. E. Wilson, Business Manager
Mrs. Peggy Ballew, Secretary to the President

Chairman Moore called the meeting to order and asked Mr. White to open the meeting with a prayer. After the prayer, the Chairman asked if there was a motion to dispense with the reading of the Minutes of the previous meeting and to approve them as distributed. Mr. White so moved, Mr. Spencer seconded, and the motion carried.

Chairman Moore officially welcomed Mr. Sigmon as a new member of the Board replacing Dr. Hoffmeyer. Mr. Sigmon was appointed to serve on the Executive Committee of the Board.

The Chairman asked Dr. Blank to summarize the actions of the Executive Committee since the last full Board meeting. His report follows:

Executive Committee Meeting of July 21, 1970

1. Approved appointment nominations for Mrs. Dorothy P. Johnson, Instructor in the Associate Degree Nursing Program, and Mr. Herbert Solinsky, Instructor in Mathematics.
2. Held a general discussion on the status of new construction

Joint Meeting of the Executive Committee and the Buildings and Grounds Committee of August 26, 1970

1. Approved an agreement with Duke Power Company for the maintenance of the landscape for the area around their substation and towers.
2. Approved the landscape plans and plant selections for the area around Duke Power Company substation and towers.

Executive Committee Meeting of October 6, 1970

1. Approved appointment nominations for Mrs. Mary Gay Cooke, Instructor in Business Education, Miss Ann Plyler, Instructor in English, and Mr. John B. Richardson, Jr., Assistant Business Manager.
2. Approved administrative action that was taken in acceptance of resignations of Miss Kay Huddleston, Instructor in English, Mrs. Betty Torres, Instructor in Foreign Languages, and Miss Betty Claywell, Assistant Business Manager.
3. Approved the Dual Employment Policy formulated by the Faculty Senate and approved by the Administrative Council.
4. Received copies of emergency plans for Western Piedmont Community College as information.
5. Authorized the President to act on behalf of the Board in matters pertaining to the redrafting of the Faculty Senate Constitution and its by-laws.
6. Held a general discussion concerning third-phase construction.

This report was followed by a general discussion of the actions taken by the Executive Committee.

Mr. Carr reported, on behalf of the Buildings and Grounds Committee, on the status of the new construction, indicating that the final inspection of "F" building would be in two to three weeks. He also asked the Trustees to begin thinking about subsequent phases of construction. It was reported that from \$180,000 to \$200,000 carryover bond money would be available for future construction.

Dr. Blank and Mr. Wilson called attention to the financial report contained in the trustees' packets. A discussion followed.

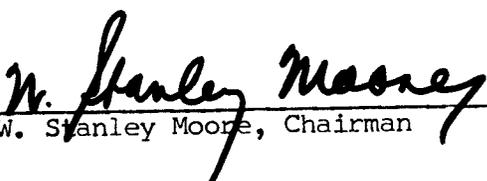
The Chairman requested Dr. Blank to make the President's Report. He did so by explanation of the materials (Annual Report, Faculty Handbook, Student Handbook, and Trustee Booklet) distributed to each trustee. Dr. Phifer commended the Administration on the fine preparation of material for the Board. A general discussion followed dealing with enrollment trends, resources, student and racial relations.

During an Executive Session, the Board, on motion of Dr. Phifer and seconded by Mr. Poteat, authorized a polling of trustees to ascertain the most convenient time for holding Board meetings, with a view of obtaining the best possible attendance in order to give the College the benefit of the service of the most trustees at any one meeting.

At the request of the Chairman, the election of officers by the Board, scheduled for the annual meeting, was postponed until the next quarterly session. This was done on motion of Mr. Poteat, seconded by Mr. Spencer, and unanimously carried.

After a discussion of the President's salary and his reluctance thus far to accept an increase proposed by the Board at intervals during the past year, the Board by consensus went on record as expressing appreciation to Dr. Blank for his leadership and to voice keen interest in his general well being, including a concern as to whether he is taking adequate vacations.

There being no further business, the meeting was adjourned and the trustees moved to the Teaching Auditorium for a joint meeting with the Western Piedmont Foundation for the purpose of viewing a motion picture about the college and a performance by the Western Piedmont Community College Choir.


W. Stanley Moore, Chairman


Mrs. Peggy Ballew, Acting Clerk

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