

MINUTES OF THE REGULAR MEETING
ON JANUARY 10, 1967

The Board of Trustees met at 7:30 P. M. on Tuesday, January 10, 1967
at the College.

Members present:	Dr. E. W. Phifer, Jr., Chairman Mr. W. Stanley Moore, Vice-Chairman Mr. Ben E. Hoffmeyer, Secretary Rev. L. Clement Hahn Mr. Thad M. Poteat Mr. E. P. Dameron Mr. G. Maurice Hill Mr. Eugene M. White Mr. Earl M. Spencer Mr. Robert P. Carr Dr. C. L. Walton
Members absent:	Mr. Frank C. Patton
Others present:	Dr. Herbert F. Stallworth, President

The meeting was called to order by Chairman Phifer. Mr. Hahn opened the meeting with prayer.

Mr. White moved and Mr. Spencer seconded the motion that the Board meeting of December 3, 1966, be officially resumed and adjourned; the motion was carried unanimously.

Mr. Spencer moved and the motion was seconded by Mr. Moore that the Board dispense with the reading of the Minutes. The motion was carried unanimously.

The Executive Committee reported that Mr. Billy Joe Hamrick had been employed as Area Consultant for Law Enforcement Training at a twelve-months salary of \$7,656. It was reported that Mr. Hamrick would serve the Western part of North Carolina. Dr. Stallworth explained briefly the functions and relationships of the position. Mr. Dameron moved and Dr. Walton seconded the motion that this action of the Executive Committee be approved. The motion was carried unanimously.

Chairman Phifer requested that Mr. Hoffmeyer review the report of the Buildings and Grounds Committee concerning the purchase of electric power from the City of Morganton. The Committee on Buildings and Grounds (with Mr. Carr abstaining) unanimously recommended to the Board that electric power be purchased from the City of Morganton. Mr. Moore moved and Mr. Hahn seconded the motion that the College purchase electric power from the City of Morganton. The motion was carried unanimously.

Chairman Phifer asked Mr. Hoffmeyer to read the letter from the City Manager which outlined the services that would be available to the College if the institution were located within the City limits. Mr. White moved and Mr. Spencer seconded the motion that the College petition the City of Morganton for annexation. The motion was carried unanimously.

President Stallworth explained the need for a maintenance and operations shed, and discussed several possible ways that this could be accomplished by maintenance personnel at a minimum cost. It was the consensus that this project be left to the Buildings and Grounds Committee for further study.

Mr. Dameron moved and Mr. White seconded the motion that the By-Laws be amended by adding the following to Article VI, Western Piedmont Community College, Section 5. The motion was carried unanimously.

"b. When the President, a member of the faculty, or other member of the professional staff of the College shall have been appointed, the Secretary of the Trustees in the first case and the President of the College in all other cases shall write the aforesaid person a letter notifying him of his election, advising him of his salary and of the term of his office, and providing him with duplicate copies of an appropriate letter agreement,

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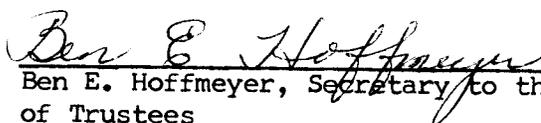
setting forth the responsibilities assured by both parties. The agreement shall be signed for the College by the person designated to give notice of the election. One copy shall be signed by the person elected and returned to the College for inclusion in its permanent files. The agreement shall include an indication that the person concerned has been elected to said office subject to the By-Laws; policies, rules and regulations of the Trustees; and applicable State laws and State Board of Education policies, rules and regulations. The agreement should further include an indication that the person, in accepting the office, approves and undertakes to promote the purposes of the College as stated in the By-Laws and policies of the Trustees."

President Stallworth informed the Board that the By-Laws could be printed at a cost of \$112.00 for the first 50 copies, and \$8.50 for each additional 50 copies. Mr. Moore moved and Dr. Walton seconded the motion that 150 copies be printed. The motion was carried unanimously.

Chairman Phifer stated that he felt that there was value in writing a history of the movement to establish the College at this time and that he was willing to do this. Dr. Walton moved and Mr. Moore seconded the motion that the Chairman be authorized to write a history of the movement to establish the College. The motion was carried unanimously.

Mr. White suggested to the trustees that a plaque be placed in the College with the names of the Board of Trustees and of the Administration of the College inscribed thereon. Mr. White moved and Mr. Moore seconded the motion that the Buildings and Grounds Committee be given the responsibility of obtaining such a plaque. The motion was carried unanimously.

The meeting adjourned at 8:30 P. M.


Ben E. Hoffmeyer, Secretary to the Board
of Trustees

MINUTES OF SPECIAL CALLED MEETING

HELD ON MARCH 28, 1967

A special meeting of the Board of Trustees of Western Piedmont Community College was held on Tuesday, March 28, 1967, at 7:30 P. M. at the College.

Members present: Dr. E. W. Phifer, Jr., Chairman
Mr. W. Stanley Moore
Rev. L. Clement Hahn
Mr. Earl M. Spencer
Mr. Robert P. Carr
Dr. C. L. Walton
Mr. Eugene M. White
Mr. Frank C. Patton
Mr. Thad M. Poteat
Mr. E. P. Dameron

Members absent: Mr. G. Maurice Hill
Mr. Ben E. Hoffmeyer

Also present: Dr. Herbert F. Stallworth, President
Miss Betty N. Claywell, Clerk

The meeting was called to order by Chairman Phifer. Mr. Hahn opened the meeting with prayer.

On motion of Mr. Patton, seconded by Dr. Walton, the Minutes of the meeting of January 10, 1967, previously circularized to the members, were unanimously approved.

The Minutes of the Executive Committee meeting of March 20, 1967 were read by President Stallworth. Mr. Patton moved, with second by Mr. Moore, that the actions of the Committee be approved.

Chairman Phifer stated that he had recently attended a meeting of the Advisory Committee on Nursing and had been made aware of certain problems in connection with the two-year nursing program at the College. He felt that the Board of Trustees should be acquainted with the situation and requested Mr. Harold P. Olsen, Director of Technical-Vocational Programs, and Miss Lee Floyd, Director of Nursing, to appear and brief the Board. Mr. Olsen stated that one of the three nursing staff members would be leaving at the end of the school year. The State Board of Nursing has advised that the teaching staff should total five and that two additional nursing instructors with masters' degrees would be needed in order for the College to bring in a second nursing class. If these instructors are not found, there is a strong possibility that a second class will not be allowed. Due to a shortage of trained personnel, this field is very competitive and Mr. Olsen stated that the present State salary schedule limits recruiting. If the College wishes to continue the two-year program but is unable to recruit needed additional personnel, it would be possible to admit a nursing class every other year. After presenting the problems, Mr. Olsen and Miss Floyd retired, and there was considerable discussion by the Board. It was agreed that every effort should be made to keep the program. Dr. Phifer recommended that the Administration proceed with its recruiting and, if qualified persons were found who seemed interested in coming to the College, the Administration should determine for what salary they would be willing to come and possibly funds could be found to meet their salary demands.

President Stallworth requested authority to reappoint presently employed personnel. It was recommended that all presently employed full-time State paid personnel be given a one-step increase on the State salary scale with the exceptions of Mrs. Margaret Fulk, Mr. Walter Veit, and Mrs. Nelda Pool.

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The Administration requested authority to negotiate with the State for two-step increases for those staff members. Other recommendations were made concerning locally-paid employees and employees receiving local supplements. On motion of Mr. Patton, seconded by Mr. Spencer, the Board unanimously approved the re-appointment recommendations and normal one-step increases as presented and gave authority to the Administration to proceed to negotiate with the State Board for the two-step increases and report back to the Executive Committee on the results of the negotiations.

Mr. Dameron reported on the progress of his work on the formation of a foundation. He stated that he would need to have the names of three persons willing to serve as incorporators. Mr. Moore suggested the names of Dr. E. W. Phifer, Jr., Mr. Frank C. Patton, and Mr. Earl M. Spencer, and this was approved. Mr. Dameron stated that it was necessary to know the will of the Trustees concerning the original number of the governing board of the foundation. After discussion, it was decided that the original number should be set forth as being not less than fifteen or more than twenty-five. There was also discussion regarding term of office and manner of election of the members, and purposes which should be stated in the charter.

President Stallworth presented for consideration a memorandum from Mr. Roy Walters, Business Manager, regarding insurance coverage and requested guidelines concerning the manner of choosing the agency and the basis for purchasing insurance. Mr. Patton moved, with second by Mr. Moore, that the Business Manager be requested to investigate these matters and make a recommendation to the Board for its action. The motion carried unanimously.

Chairman Phifer stated that he would at this point yield the floor to President Stallworth for a statement, after which he would like to hold a brief executive session of the Board.

Dr. Stallworth read the following statement:

I gave Dr. Phifer and the Executive Committee my resignation on March 20 after much reflection. An opportunity to make more secure the welfare of my family came and it was such that I could not afford to turn it down. The requirements of the new situation make it necessary that I be on the ground and working not later than the first of May. An arrangement has been worked out so that I shall be able to be here through the Southern Association visit which ends on April 25.

Western Piedmont is in as good condition as it can be under the circumstances and is blessed with a competent and committed staff and faculty. Its students are investing themselves well in their work.

As I mentioned in my letter to Dr. Phifer, I have no intentions of enticing Western Piedmont faculty or staff members to leave the College; however, there is one person on the staff to whom I feel a special obligation and in whom I would be interested the year after next.

Living in Morganton and working with the Trustees have brought

me and my family many pleasant associations, and we are most appreciative of the kindnesses shown us by the people of the community.

(Executive Session Minutes were recorded by Mr. W. Stanley Moore. These Minutes will be furnished to the members at a later date.)

Betty N. Claywell
Betty N. Claywell, Recording Clerk for the Board of Trustees

ADDENDUM
TO
MINUTES OF SPECIAL CALLED MEETING
HELD ON MARCH 28, 1967

In executive session, the Board took up consideration of Dr. Stallworth's resignation. Upon motion of Mr. Patton, seconded by Mr. White and unanimously passed, the Board accepted the resignation with a statement of appreciation for Dr. Stallworth's untiring efforts in getting the College established.

Upon motion of Mr. Patton, seconded by Mr. White, the Board voted unanimously to designate Dr. Gordon C. Blank, Dean of Instruction, as Acting President and authorized the Chairman to name a committee to make a recommendation for the selection of a new president.

By consensus, the Board agreed to accept Dr. Stallworth's offer to arrange to be present when a survey team representing the Southern Association of Colleges makes its requested visit to the College April 23-25. This would be done by going for a week to his new location in Texas in advance of April 18, the effective date of his resignation, and remaining here for an additional week.

On motion of Dr. Walton, seconded by Mr. White, the Executive Committee was empowered to negotiate the matter of remuneration for Dr. Blank during the period of his service as Acting President. The vote was unanimous.

Chairman Phifer announced the appointment of a special presidential selections committee as follows: Mr. Moore, Chairman, Mr. Patton, Mr. Hill and Dr. Phifer.

There being no further business, the meeting was adjourned.

W. Stanley Moore
W. Stanley Moore, Vice-Chairman of the Board of Trustees

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MINUTES OF REGULAR MEETING

ON JULY 11, 1967

The Board of Trustees met at 7:30 P. M. on Tuesday, July 11, 1967, at the College.

Members present: Dr. E. W. Phifer, Jr., Chairman
Mr. W. Stanley Moore, Vice-Chairman
Mr. Frank C. Patton
Rev. L. Clement Hahn
Mr. Thad M. Poteat
Mr. E. P. Dameron
Mr. G. Maurice Hill
Mr. Earl M. Spencer
Mr. Robert P. Carr

Members absent: Dr. C. L. Walton
Mr. Eugene M. White
Mr. Ben E. Hoffmeyer

Others present: Dr. Gordon C. Blank, Acting President
Mr. Roy N. Walters, Jr., Business Manager
Miss Betty N. Claywell, Clerk

The meeting was called to order by Chairman Phifer. Mr. Hahn opened the meeting with prayer.

Mr. Spencer moved that the Minutes of the meeting of March 28, previously distributed to the members, stand approved as written. Mr. Moore seconded the motion and it was unanimously carried.

Chairman Phifer gave a report of the actions of the Executive Committee with respect to faculty and staff appointments and salaries. On motion of Mr. Dameron, seconded by Mr. Poteat, all actions of the Executive Committee were unanimously approved as reported.

Mr. Carr, Chairman, reported on two meetings of the Buildings and Grounds Committee. A meeting was held on May 8, 1967 with members of the staff and representatives of the architect to discuss interior design, color schemes, and materials. Also the design and wording for a wall plaque was discussed. At its meeting on June 7, final color selections were approved. Consideration was given to the proposal of Carolina Natural Gas Company to extend its lines to the site. The Committee agreed to recommend future gas loads on water heating and to negotiate with respect to air conditioning. The matter of landscaping was considered. Mr. Hoffmeyer and Mr. Roy Walters were designated to meet with proper officials of Broughton Hospital with a view to determining the possibility and extent that Broughton's staff might aid in this project. Mr. Carr gave a report on construction progress.

Chairman Phifer called on Mr. Spencer for a report of the Finance Committee. At a meeting on July 6, the Committee met with Dr. Blank and Mr.

Walters to go over the proposed local budget for 1967-68. After discussion of the budget, Mr. Hill moved, with second by Mr. Moore, that the Board reserve the right to approve any specific expenditure from line item 1243 - Purchase of Motor Vehicles - and that it further reserve the right to transfer funds from this line item. Mr. Patton made a motion, seconded by Mr. Carr, that the budget be approved with this reservation. The motion carried unanimously.

Mr. Dameron reported on the progress of the proposed foundation and presented to the Board the proposed Articles of Incorporation. The foundation would be known as "Western Piedmont Foundation, Incorporated." Mr. Patton moved that the Articles of Incorporation be approved. Mr. Moore seconded the motion and expressed appreciation of other members of the Board to Mr. Dameron for his work in preparation for the foundation's formation.

The Chairman called on Dr. Blank for a status report for the academic year 1966-67. Dr. Blank distributed this in written form to the Board members.

The following motion was made by Mr. Patton and seconded by Mr. Moore:

"I move amendment of the By-laws by the substitution of the following language for the language now included under Article VI,

Section 7, Diplomas and Certificates: "The signatures of the Chairman of the Board of Trustees and the President shall be affixed to all degrees and diplomas awarded in recognition of the completion of curriculum programs, and to all certificates awarded in recognition of the completion of Special Extension programs. Special Extension programs shall be understood to include programs in Supervisory Development Training, Police Training, Fire Service Training, and Hospitality Training, and other such programs as may be added from time to time. The signatures of the Director of Adult Education and Community Services and the President shall be affixed to certificates awarded in recognition of completion of all other General Adult, Basic Adult, and Extension Short Courses."

Dr. Blank told of the College's interest in having the City annex the College site. This would involve having the College attorney draw up a formal petition and would necessitate a hearing before the City Council. Mr. Hill moved that the Administration, with the approval of the Executive Committee, be authorized to proceed to take the steps necessary for annexation. Mr. Dameron seconded the motion, and it carried unanimously.

The Chairman called on Dr. Blank for an assessment of the auxiliary classroom facility requirements. Dr. Blank stated that the College was in a position to acquire the Education Building of the First Baptist Church. This space, together with Central School and the A & P basement, would be adequate to meet our needs for this fall. Mr. Hill moved, with second by Mr. Dameron, that the Administration be authorized to negotiate with the City for use of this facility subject to Executive Committee approval. The motion carried unanimously.

On motion of Mr. Patton, seconded by Mr. Spencer, Dr. Gordon Blank was given authority to sign College checks. The vote was unanimous.

Dr. Blank reviewed briefly plans for summer graduation scheduled for Friday, August 18 for some students in the vocational program. He also discussed plans for the Fall Convocation, tentatively set for September 28. It was agreed that one or two Trustees should represent the Board for these occasions.

At the request of the Chairman, an executive session was called and the following action was taken:

A report was received from the Presidential Selection Committee, consisting of Mr. Moore, Mr. Patton, Dr. Phifer, and Mr. Hill. As Chairman, Mr. Moore said the Committee had considered the matter of a new president with intense care since March. It was the unanimous recommendation of the Committee that Dr. Gordon C. Blank, who has been serving ably as Acting President since the resignation of Dr. Herbert F. Stallworth, be elected President of Western Piedmont Community College, subject to the approval of the State Board of Education, as provided by law. The exact amount of salary will be determined after determination of the State's basic salary allocation but with the understanding that a local supplement somewhat approximating that paid to his predecessor shall be paid to Dr. Blank. This motion made by Mr. Moore, was seconded by Mr. Poteat and unanimously carried.

In subsequent discussion, Mr. Spencer made the motion, seconded by Mr. Poteat, that without a specific recommendation by the full Board, the Executive Committee be instructed to consider with Dr. Blank the desirability of having a contract with the President. The motion carried unanimously.

There being no further business, the meeting adjourned.

W. Stanley Moore
 W. Stanley Moore, Executive Session

Betty N. Claywell
 Betty N. Claywell, Clerk

MINUTES OF ANNUAL MEETING

ON OCTOBER 10, 1967

The Board of Trustees met at 7:30 P. M. on Tuesday, October 10, 1967, at the College.

Members present: Dr. E. W. Phifer, Jr.
Mr. Frank C. Patton
Rev. L. Clement Hahn
Mr. Thad M. Poteat
Mr. E. P. Dameron
Mr. Earl M. Spencer
Dr. C. L. Walton
Mr. Eugene M. White
Mr. Ben E. Hoffmeyer
Mr. Robert P. Carr

Members absent: Mr. W. Stanley Moore, Vice-Chairman
Mr. G. Maurice Hill

Others present: Dr. Gordon C. Blank, President
Mr. Roy N. Walters, Jr., Business Manager
Dr. Garmon Smith, Candidate, Dean of Instruction

The meeting was called to order by Chairman Phifer. Mr. Hahn opened the meeting with prayer.

Chairman Phifer asked if there were any corrections or additions to the Minutes of the meeting of July 11, previously distributed to the members, and declared that, without objection, the Minutes would stand approved as written.

Chairman Phifer called on Dr. Blank to present a summary of actions of the Executive Committee at the Committee's meetings on July 24, August 18, September 28 and October 10, 1967. After presentation of the summary, Mr. Spencer moved that the actions be approved. Mr. White seconded, and the motion carried unanimously.

President Blank outlined for the Board the needs for additional facilities to first-round construction and presented reasons recommending continued use of Central School to meet these needs, including the facts that there would be more space available for approximately the same cost of maintaining the A & P area, central location of the school, and its flexibility for certain types of programs. On motion of Mr. Dameron, seconded by Mr. White, the recommendation was unanimously approved.

Mr. Carr reported for the Buildings & Grounds Committee on second-round construction planning. President Blank gave an appraisal of the College's situation and reported that steps had been taken for instituting a new program. Mr. Walters discussed financing of new construction.

Mr. Patton gave the report of the Nominating Committee for Western Piedmont Foundation. He stated that directors must be named before the Foundation could become incorporated. The Committee presented a suggested list of

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names as candidates for membership on the Board of Directors. The Committee felt that persons named were representative of the financial leadership of the County and service area. The Board made an addition of two names. The list is as follows:

D. Holmon Sigmon	E. W. Phifer, Jr.
H. L. Riddle, Jr.	G. Maurice Hill
Sterling R. Collett	C. L. Walton
W. W. Couch	E. P. Dameron
Jack B. Kirksey	Louis W. Garrou
W. E. Dale	Marion J. Corbett
Robert L. Connelly	T. Y. Holloway
Frank DiSanto	Frank Gaddy
Mary K. Stoney	Mrs. A. C. Chaffee

Mr. Spencer made a motion that the list be approved, that the Nominating Committee be authorized to contact the persons named, and that the Committee be empowered to substitute other names for any persons who declined to serve. The motion was seconded by Mr. White and unanimously approved.

Mr. Walters reported that the City Manager had advised that the College should request annexation to the City after the first of the year. The College attorney will prepare the petition for presentation to the Executive Committee prior to presenting it to the City. It was pointed out that annexation would not affect the Highway Department being able to pave the main road.

Chairman Phifer called on President Blank for a report on student registration for the Fall quarter.

Chairman Phifer introduced Dr. Garmon Smith, candidate for the position of Dean of Instruction, and turned the floor over to him. Dr. Smith indicated his pleasure at the prospect of becoming a part of the College organization.

President Blank briefly summarized the status of the proposed Regional Health project.

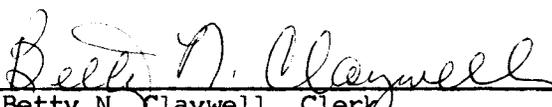
At the request of the Chairman, an executive session was called and the following action was taken:

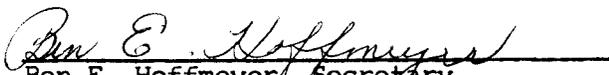
Mr. Spencer nominated Dr. Phifer to serve as Chairman of the Board for the coming year. Mr. Carr seconded the motion, Dr. Walton moved that the nominations be closed. Mr. Hahn seconded the motion and it carried unanimously.

Mr. Patton nominated Mr. Moore to serve as Vice Chairman, Dr. Walton seconded the motion, and it carried unanimously.

Mr. Patton nominated Mr. Hoffmeyer to serve as Secretary, Dr. Walton seconded, and the motion carried unanimously.

There being no further business, the meeting was adjourned.


Betty N. Claywell, Clerk


Ben E. Hoffmeyer, Secretary
(for the Executive Session)