MINUTES OF THE QUARTERLY MEETING
OF THE BOARD OF TRUSTEES OF
WESTERN PIEDMONT COMMUNITY COLLEGE
ON TUESDAY, JANUARY 15, 1974, at 7:30 p.m.

I. The meeting was called to order by the chairman, Mr. W. Stanley Moore. The Invocation was offered by Mr. Dameron.

II. Members present: Mr. W. Stanley Moore, Chairman
Mr. Robert P. Carr, Vice Chairman
Mr. C. Sam Brinkley
Mr. John H. Carson
Mr. J. Ray Childers
Mr. Johnny R. Clark
Mr. E. P. Dameron
Mr. Noah O. Pitts, Jr.
Mr. Thad M. Poteat
Mr. D. Holman Sigmon

Members absent: Dr. E. W. Phifer, Jr.
Mr. William M. Fulton

Others present: Dr. Gordon C. Blank, President
Mr. H. D. Moretz, Dean of the College
Mr. R. E. Wilson, Business Manager
Mrs. Genie Bohler, Notary Public
Mr. Billy Joe Patton, President, Western Piedmont Foundation
Mr. Stephen Blahut, Chairman of the Business Department
Mrs. Peggy Ballew, Secretary

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III. The oath of office was administered by Mrs. Genie Bohler, Notary Public, to Mr. C. Sam Brinkley, recently appointed trustee who was unable to be present at the previous meeting.

IV. Chairman Moore introduced Mr. Billy Joe Patton, President of the Western Piedmont Foundation, Inc., who gave a report on the activities of the Foundation. He presented the Foundation's plans for a fund-raising campaign to raise approximately $20,500 to provide two field trip vehicles, a nature trail and a greenhouse for the College. The nature of the campaign is to contact Foundation members, present and former; Trustees, present and former; plus selected friends of the College in the community. A general discussion of the project was held following Mr. Patton's report.

V. Upon motion by Mr. Carson, second by Mr. Sigmon, the Board voted to dispense with the reading of the Minutes of the previous meeting and to approve them as distributed.

VI. Chairman Moore commented on three meetings which trustees have been involved in since the last quarterly meeting. He asked Dr. Blank to report on the meeting of the Executive Committee held just prior to this meeting. His report follows:

Executive Committee Meeting of January 15, 1974

A. Held discussion on the work of the Western Piedmont Foundation. Voted to recommend to the trustees that the actions of the Foundation be endorsed and sanctioned and the College be authorized to receive the benefits of the fund-raising drive.

B. Approved a resolution for waiver of out-of-state tuition for occupational and MDTA students in keeping with recent changes in state regulations.

C. Approved a request for educational leave for Dean Moretz, subject to approval by the Department of Community Colleges.

D. Voted to sanction a business-industry community survey to be conducted by the Appalachian Title III Consortium, of which Western Piedmont is a member institution.

E. Discussed the need to begin planning for future construction activities. The Buildings and Grounds Committee will be meeting in a few weeks to initiate planning.

F. Voted to recommend to the Board that the College be authorized to proceed with adding an air conditioning unit to the new computer room.

G. Held a discussion concerning the action of the College in responding to a request from McDowell Technical Institute regarding their interest in starting an Industrial Engineering Technology program.

Following Dr. Blank's report, the matters which required Board action were discussed. Mr. Wilson summarized the relationship between the College and the County in regard to the computer. The need for additional air conditioning and the reasons for it were discussed at length. Mr. Clark moved that the Board approve the recommendation of the Executive Committee and authorize the College to proveed with installing an air conditioning unit for the computer room at a cost not to exceed $3500 of local current expense funds. Mr. Carson seconded the motion, and it passed unanimously.

Upon motion by Mr. Pitts and seconded by Mr. Brinkley, the Board of Trustees voted to approve the actions of the Western Piedmont Foundation and the projects for which funds are being solicited.

VII. A. Dr. Blank introduced Mr. Stephen Blahut, Chairman of the College's Business Department, who gave a report on the activities of the department.

B. Dean Moretz summarized the winter quarter enrollment data which had been provided to the trustees. A discussion of enrollment patterns, the effect that the fuel shortage might have on enrollment, and various other enrollment factors followed.

C. Mr. Wilson commented on the Quarterly Budget Reports received by the Trustees. He noted that approximately one-half the budget has been expended at mid-year, and with the rate increases in utilities (some already approved and others pending), that the budget would be tight for the rest of the year. A discussion followed.

D. Dr. Blank discussed state legislative activities and stressed the need for legislators to be made aware of the community college system's need for increased funding, both for faculty salaries and construction.

VIII. There was no new business.

IX. In a brief executive session, the trustees by consensus commended the president and the administration for their excellent leadership in conducting the affairs of the College, this coming at the suggestion of Mr. Poteat.

There being no further business, the meeting adjourned.

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E. W. Phifer, Jr., M. D.
Secretary

W. Stanley Moore
Chairman

(Mrs.) Peggy Ballew, Recorder

MINUTES OF THE QUARTERLY MEETING
OF THE BOARD OF TRUSTEES OF
WESTERN PIEDMONT COMMUNITY COLLEGE
ON TUESDAY, April 2, 1974

The Board of Trustees of Western Piedmont Community College met for its regular quarterly meeting on Tuesday evening, April 2, 1974, in the large Library Conference Room of the College. Chairman W. Stanley Moore called the meeting to order at 7:30 p.m. The Invocation was offered by Mr. Dameron.

I. Members present: Mr. W. Stanley Moore, Chairman
Mr. Robert P. Carr, Vice Chairman
Dr. E. W. Phifer, Jr., Secretary
Mr. D. Holman Sigmon
Mr. Thad M. Poteat
Mr. J. Ray Childers
Mr. Noah O. Pitts, Jr.
Mr. John H. Carson
Mr. C. Sam Brinkley
Mr. Johnny R. Clark
Mr. E. P. Dameron

Members absent: Mr. William M. Fulton

Others present: Dr. Gordon C. Blank, President
Mr. R. E. Wilson, Business Manager
Mr. Harold P. Olsen, Director of Occupational Education
Mrs. Juanita Long, Chairman, Nursing Department
Mrs. Betty West, Nursing Instructor
Mrs. Peggy Ballew, Recording Secretary

Chairman Moore expressed appreciation for the number of Trustees present and noted that Mr. Fulton had called from Raleigh to express his regret at being unable to attend.

II. Upon motion by Mr. Poteat, seconded by Mr. Clark, the Minutes of the previous meeting were approved as distributed.

III. It was reported that there have been no meetings of the Executive Committee since the last quarterly Board meeting.

IV. Mr. Childers, Chairman of the Buildings and Grounds Committee, reported that meetings of his committee were held on March 5, March 28, and April 2, and asked Dr. Blank to summarize the actions taken.

Buildings and Grounds Committee Meeting, March 5, 1974

A. Voted to recommend to the Board that the College be authorized to use bond carryover funds to construct a Continuing Education facility in the Northeast section of the campus at a cost not to exceed $100,000.

B. Authorized the Business Manager to work with Messrs. Clark and Brinkley to select an architect for the Continuing Education project.

C. Voted to recommend to the full Board that a plan to construct additional major facilities, estimated at $2,000,000, be instituted and that immediate action be taken to implement such a plan, including the financing of such a project.

Joint Meeting of the Buildings and Grounds Committee and the Finance Committee, March 28, 1974

Finance Committee:

A. The local budget request to be made of the County Commissioners was discussed with particular emphasis on faculty and staff salaries.

B. The desirability of securing faculty salary supplementation for the 1975-76 fiscal year, following a thorough study of the issues and the gathering of appropriate data, was discussed.

C. The analysis and review of the local budget request by Chairman Dameron was discussed.

D. It will be recommended to the full Board that the local operating budget request be approved for submittal to the County Commissioners.

Buildings and Grounds Committee:

A. The possibility of securing additional capital improvement funds from both state and vocational education sources and the need for matching funds were discussed.

B. The factors of fund raising for future construction were discussed.

C. A recommendation to the full Board was adopted that the Continuing Education facility project be delayed for sixty days in order that additional information be obtained on state and vocational education funds.

Joint Meeting:

A. The matter of financing of additional major construction was discussed with particular emphasis on the capital outlay request to be made to the County Commissioners. The President and Business Manager were instructed to discuss possible approaches to local funding of major construction with the County Manager and to report the results of these approaches to a joint meeting of the Buildings and Grounds Committee and the Finance Committee.

Joint Meeting of the Buildings and Grounds Committee and the Finance Committee, April 2, 1974

A. Recommended that the construction of the continuing education facility be delayed for sixty days.

B. Voted to recommend that $561,000 be requested from the County Commissioners in the capital outlay request ($280,000 to be requested in the 1974-75 fiscal year and $281,000 in the 1975-76).

C. Recommended that a bond referendum for approximately $700,000 be pursued in the 1975-76 fiscal year, further stipulating that if state and vocational education funds were not allotted, that the bond referendum would have to be increased to make a project of approximately $2,000,000.

A thorough discussion of the recommendations from the Buildings and Grounds Committee and the Finance Committee followed. Mr. Childers moved that the Trustees approve the plan to construct the continuing education facility, at a cost not to exceed $100,000, as recommended by the Buildings and Grounds Committee, but that the project be delayed for sixty (60) days while the administration checks on the availability of funds that might be used for this and other construction. Mr. Pitts seconded the motion, and it was passed.

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V. Mr. Dameron, chairman of the Finance Committee, moved that the Board approve the proposed current expense budget and capital outlay budget for submission to the Board of County Commissioners. Mr. Carson seconded the motion. During the discussion which followed, it was pointed out that the budget as proposed represents an overall increase of approximately twelve percent (12%). After further discussion, the proposed budgets were approved by the Trustees.

VI. Report by the President

A. Dr. Blank introduced Mrs. Jaunita Long and Mrs. Betty West of the Nursing Faculty who gave a progress report on the Nursing Department. A discussion followed.

B. In a related matter, Dr. Blank called the Trustee's attention to a rough draft of a letter of response to Caldwell Community College and Technical Institute's request for an endorsement of their plans to initiate an Associate Degree Nursing Program. A thorough discussion of this matter followed.

Dr. Phifer moved that the President write a stronger letter of response, stating that this matter has been discussed thoroughly by the Board of Trustees of Western Piedmont Community College and that it is their feeling that it is not in the best interest of Western Piedmont Community College to endorse the establishment of an Associate Degree Nursing Program at Caldwell Community College and Technical Institute at this time. Mr. Carson seconded the motion, and it was passed unanimously be the Board of Trustees.

C. The Quarterly Enrollment Report was discussed by Dr. Blank and Mr. Olsen.

D. Upon motion by Mr. Dameron, seconded by Mr. Poteat, the following Copyright Policy, as proposed by the administration, was approved by the Trustees.

Copyright Policy

Any document (written, visual or audio-visual) which is produced by the faculty or staff of Western Piedmont Community College, and which is not considered to be a part of the public domain or is not available for indiscriminate reproduction, should be protected by a notice of copyright (e.g., c Joe Doaks, 1937). The copyrighted material should be promptly registered with the Library of Congress so that the interests of the author and the institution are guaranteed.

Since the creation of learning and teaching materials of a printed or other nature may be a normal part of the content of the position of professional and technical personnel of Western Piedmont Community College, it is the policy of the College that learning and teaching materials produced (in part or in whole) by an employee of the College in the normal course of his work may be copyrighted and/or published by the author so long as Western Piedmont Community College is given recognition for its assistance in the development of the materials unless the author is denied the right to identify himself or the material with the College in the manner specified below.

The President shall be notified concerning the intention of personnel to publish. A copy of the letter of acceptance of a document by a publisher should be sent to the president immediately. In the event material is proposed for publication which the President has cause to believe is prejudicial or damaging to the function or reputation of the institution, he may appoint a committee to review the document and counsel with the author of any document the right to identify himself with Western Piedmont Community College.

Western Piedmont Community College has no policy which abridges the personal right of the faculty or staff to create or profit from copyrightable documents so long as those documents are produced by the individual and have not involved substantial use of college materials or personnel in their preparation and so long as said documents do not consist of teaching and learning materials produced by an employee of the College in the normal course of his work.

E. Dr. Blank presented a recommendation to the Trustees that the membership of the advisory committees for the Dental Assisting Program and the Medical Laboratory Technician Program be reconstituted as follows:

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Advisory Committee for the Dental Assisting Program

Dr. Joe Farrar, Chairman
Dr. Ralph Coffey, ex-officio
Dr. Robert Hagaman, Member-at-Large, Dental Society
Dr. Jim Peppers, President, Dental Society
Mrs. Jane Johnson, President, Dental Assistants Association
Mrs. Judy Greenway, Past President, Dental Assistants Association
Mrs. Mary Greene, Member-at-Large, Dental Assistants Association

Advisory Committee for the Medical Laboratory Technician Program

Medical Technologists:

Beth Biggerstaff, M.T., (ASCP), Cleveland Memorial Hospital
Janet Gantt, M.T. (ASCP), Valdese General Hospital
Winnie Harding, M.T. (ASCP), Caldwell Memorial Hospital
Virginia Noelle, M.T. (ASCP), Richard Baker Hospital
Elbert Parrish, M.T. (ASCP), Catawba Memorial Hospital
Melba Walker, M.T. (ASCP), Grace Hospital

Pathologists:

John B. Gentry, M.D., Cleveland Memorial Hospital
Donald McNeil, M.D., Caldwell Memorial and Grace Hospitals
Spottswood Neale, M.D., Valdese General Hospital
James L. Parker, M.D., Richard Baker and Catawba Memorial Hospitals

Mr. Sigmon moved that the proposed membership for the advisory committees be approved, and that an appropriate Resolution of Appreciation be sent to Dr. Richard Neale for all his efforts in behalf of the Medical Laboratory Programs. Mr. Clark seconded the motion and it was passed by the Trustees. The Resolution of Appreciation follows:

RESOLUTION OF APPRECIATION

WHEREAS, The Board of Trustees of Western Piedmont Community College, in regular session on April 2, 1974, took official notice of the rotation off the Medical Laboratory Advisory Committee by Dr. Richard C. Neale, and

WHEREAS, The Board of Trustees recognizes that Dr. Neale has served Western Piedmont Community College faithfully and with distinction during the past seven years and was instrumental in helping to implement the one-year Medical Laboratory Assistant Program and its upgrading to the two-year Medical Laboratory Technician Program, and

WHEREAS, The Board of Trustees recognizes that Dr. Neale has served in a highly professional and responsible manner as Medical Director of the Medical Laboratory programs, acting as liaison with the American Society of Clinical Pathologists in this capacity and was of great help in gaining their accreditation for our program and maintaining high standards, and

WHEREAS, The Board of Trustees wishes to express its gratitude to Dr. Neale for his outstanding service to the College; Now therefore be it

RESOLVED, That the Board of Trustees commends Dr. Richard C. Neale, Sr., for his unselfish and dedicated service to Western Piedmont Community College in his capacity as an advisory committee member and as Medical Director of the Medical Laboratory programs and looks forward to continuing relationships with Dr. Neale, and be it futher

RESOLVED, That this resolution be presented to Dr. Neale and that a copy be made an official part of the minutes of the April 2, 1974 meeting of the Board of Trustees.

/s/
W. Stanley Moore, Chairman
Board of Trustees

/s/
Gordon C. Blank, President

F. Dr. Blank presented the following requests for educational leave:

Staff Member	Period	Activity
Benner, Robert	June 1-July 15	To attend Outward Bound School in Colorado
Blahut, Nadia	June 1-Aug.31	Attend Georgetown Univ., Belgium one term; ASU second term
Bryant, Jason	June 1-Aug.31	Attend Univ. of Tenn., Knoxville
Cates, James	June 1-Aug.31	Industrial Internship-Skyland Textiles
Duncan, Earl	June 1-Aug.31	Attend ASU-Advanced certification in guidance and counseling
Huppe, Alex	June 1-Aug.31	Attend special seminar in the teaching of French at Univ. of Neuchatel,Switzerland under sponsorchip of State Univ. of NY
Johnston, Joanne	June 1-Aug.31	Professional field experience at McDowell Co. Mental Health Clinic, Marion, NC
Messick, Mildred	June 1-Aug.31	Attend ASU
Miller, Raymond K.	June 1-Aug.31	Attend Eastern Kentucky Univ., taking course work in arts, drafts, and design
Setzer, Albert	June 1-Aug.31	Attend Nuclear Engineering Institute at NCSU one term; ASU one term
Thomas, Ruth	June 1-Aug.31	Attend ASU taking course work in Asian history and culture
Young, William	June 1-Aug.31	Attend ASU taking course work in Social Sciences to meet SACS recommendation of the year of graduate work beyond the Master's Degree

Following discussion, Mr. Clark moved that the requests for educational leave be approved. Mr. Brinkley seconded the motion, and it was passed.

G. The quarterly budget reports, both state and local, were distributed and discussed.

Dr. Phifer moved that the grounds-keeping department be commended on the way the grounds are being kept. Mr. Carr seconded the motion, and it was passed unanimously.

VII. In an Executive Session, the Board of Trustees voted to commend Mr. Ronny E. Wilson for his dedication to Western Piedmont Community College and to send him an appropriate Resolution of Appreciation for his hard work over the past five years. The Resolution follows:

RESOLUTION OF APPRECIATION

WHEREAS, The Board of Trustees of Western Piedmont Community College, in Executive Session on April 2, 1974, took official notice of the resignation of Mr. Ronny E. Wilson as Business Manager of the College and

WHEREAS, The Board of Trustees recognizes that Mr. Wilson has served Western Piedmont Community College with distinction during the five years he has been with the College and

WHEREAS, The Board of Trustees wishes to express its gratitude to Mr. Wilson for his outstanding service to the College; Now therefore be it

RESOLVED, That the Board of Trustees commends Mr. Ronny E. Wilson for his unselfish and dedicated service and his record of distinction as Business Manager of Western Piedmont Community College and wishes him well in his new position as Controller of Valdese Manufacturing Company; and be it

RESOLVED FURTHER, That this Resolution be presented to Mr. Wilson and that a copy be made an official part of the Minutes of the April 2, 1974, meeting of the Board of Trustees.

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/s/
W. Stanley Moore, Chairman
Board of Trustees

/s/
Gordon C. Blank
President

There being no further business, the meeting was adjourned.

E. W. Phifer, Jr., M.D.
Secretary

W. Stanley Moore
Chairman

(Mrs.) Peggy Ballew, Recorder

MINUTES OF THE QUARTERLY MEETING
OF THE BOARD OF TRUSTEES OF
WESTERN PIEDMONT COMMUNITY COLLEGE
ON TUESDAY, JULY 16, 1974

The Board of Trustees of Western Piedmont Community College met for its regular quarterly meeting on Tuesday evening, July 16, 1974, in the large Library Conference Room of the College. Chairman Moore called the meeting to order and asked Mr. Poteat to offer the Invocation.

I. Members present: Mr. W. Stanley Moore, Chairman
Mr. Robert P. Carr, Vice Chairman
Dr. E. W. Phifer, Jr., Secretary
Mr. C. Sam Brinkley
Mr. William M. Fulton
Mr. D. Holman Sigmon
Mr. John H. Carson
Mr. Thad M. Poteat
Mr. J. Ray Childers

Members absent: Mr. Johnny R. Clark
Mr. E. P. Dameron
Mr. Noah O. Pitts, Jr.

Others present: Dr. Gordon C. Blank, President
Mr. H. D. Moretz, Dean of the College
Mr. Wyman R. Autry, Business Manager
Mr. Larry Clark, Chairman of the Social and Behavioral Sciences Department
Mrs. Peggy Ballew, Recording Secretary

II. Upon motion by Mr. Brinkley, seconded by Mr. Sigmon, the Minutes of the previous meeting were approved as distributed.

III. Chairman Moore asked Dr. Blank to summarize the actions of the Executive Committee since the last quarterly board meeting.

Executive Committee Meeting of May 14, 1974

A. Approved the appointment nomination of Mr. Wyman R. Autry as Business Manager.

B. Approved the following faculty members for tenure:

1. Mr. Robert E. Benner, Instructor in Physical Education
2. Mrs. Hazel Ballou, Instructor in Reading
3. Mrs. Mary Jane Simmons, Instructor in Medical Office Assisting
4. Mr. Robert J. Wilkins, Instructor in Biology

Executive Committee Meeting of June 24, 1974

A. Approved the recommended salaries for FY 1974-75 for faculty and staff.

B. Voted to maintain the local supplement for the President's salary.

No additional Board action was necessary on the actions taken by the Executive Committee.

IV. Dr. Blank summarized the actions of the Buildings and Grounds Committee in the absence of the Chairman of that committee.

Buildings and Grounds Committee Meeting of July 10, 1974

A. Discussed the possibility of locating a sculpture on the campus if it is presented as a gift by the City of Morganton.

Mr. Carson moved that the College accept the sculpture as a gift if it is approved by the Morganton City Council. Mr. Brinkley seconded the motion, and it was approved.

B. Approved the selection of Mr. Robert Clark of Unifour Design as the architect for the continuing education facility.

Mr. Poteat moved that this action be approved by the full Board. Mr. Sigmon seconded, and the motion was passed.

C. Discussed the major construction project. Recommended that the Board Chairman appoint a committee of up to three members to select an architect for this project.

Chairman Moore appointed Mr. Carr as chairman, Mr. Childers of the Buildings and Grounds Committee, and Mr. Sigmon of the Executive Committee to serve on this committee.

V. There was no report from the Finance Committee.

VI. Report by the President

A. Dr. Blank introduced Mr. Larry Clark who gave a report on the Social and Behavioral Sciences Department.

B. Dr. Blank asked Dean Moretz to review the summer 1974 enrollment data. A discussion followed.

C. Dr. Blank presented the following appointment nominations and asked Dean Moretz to review the candidates and their resumes.

1. Miss Karen Coley--Coordinator in the Learning Laboratory

Mr. Sigmon moved that this appointment be approved. Mr. Carr seconded the motion and it was passed.

2. Mr. Bill Shuffler--Special Projects Coordinator

Mr. Brinkley moved, Mr. Poteat seconded, and the appointment of Mr. Shuffler was approved.

3. Miss Beverly McClure--Counselor

Mr. Carson moved that Miss McClure's appointment be approved. Mr. Brinkley seconded the motion and it was passed.

4. Mrs. Joan Summerfield--Instructor in Nursing

Mr. Brinkley moved that Mrs. Summerfield's appointment be approved. Mr. Poteat seconded the motion, and it was passed.

5. Mr. Samuel Tate--Human Resources Development Coordinator

Mr. Tate's appointment was approved upon a motion by Mr. Sigmon, seconded by Mr. Brinkley.

D. Dr. Blank asked Mr. Autry to summarize the quarterly budget summary reports. A discussion followed.

E. Mr. Autry asked for Board approval to write off bad debts occurring from the Fall of 1968 through the Fall of 1972 amounting to $1,849.17. Mr. Poteat moved that this write off be authorized. Mr. Brinkley seconded the motion and it was passed.

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VII. The following resolution was approved during an Executive Session:

RESOLUTION OF COMMENDATION

WHEREAS, The Board of Trustees of Western Piedmont Community College in Executive Session on Tuesday, July 16, 1974, took official notice of the resignation of Mrs. Peggy Ballew, as Secretary to the Trustees, President and Dean, and

WHEREAS, The Board of Trustees recognize the significant contributions which Mrs. Ballew has made to the progress and success of Western Piedmont Community College during her employment with the College, and

WHEREAS, Mrs. Ballew has fulfilled her responsibilities to Western Piedmont Community College with distinction, therefore, be it

RESOLVED, That the Board of Trustees commends Mrs. Ballew for her dedication, tact, competence, efficiency and effectiveness in the performance of her duties while at Western Piedmont Community College.

BE IT RESOLVED FURTHER, That this Resolution be presented to Mrs. Ballew and that a copy become an official part of the minutes of the July 16, 1974, Board of Trustees meeting.

/s/
W. Stanley Moore
Chairman of the Board of Trustees

/s/
Gordon C. Blank, President
Western Piedmont Community College

There being no further business, the meeting was adjourned.

E. W. Phifer, Jr., M. D.
Secretary

W. Stanley Moore
Chairman

(Mrs.) Peggy Ballew
Recording Secretary

MINUTES OF THE ANNUAL MEETING
OF THE BOARD OF TRUSTEES OF
WESTERN PIEDMONT COMMUNITY COLLEGE
ON TUESDAY, OCTOBER 22, 1974

The Board of Trustees of Western Piedmont Community College convened for the annual meeting on Tuesday evening, October 22, 1974, in the large Library Conference Room of the College. Chairman Moore called the meeting to order at 7:40 p. m. and asked Mr. Poteat to open the meeting with prayer.

Chairman Moore explained that the memento presented by Dr. Blank to each trustee displays a slice of brick from the Central School Building, which was the first home of Western Piedmont Community College as well as Morganton City Schools. The school was built in 1906.

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I. Members present: Mr. W. Stanley Moore, Chairman
Mr. Robert P. Carr, Vice Chairman
Dr. E. W. Phifer, Jr., Secretary
Mr. John H. Carson
Mr. C. Sam Brinkley
Mr. Johnny R. Clark
Mr. J. Ray Childers
Mr. Thad M. Poteat
Mr. D. Holman Sigmon
Mr. William M. Fulton

Members absent: Mr. Noah O. Pitts, Jr.
Mr. E. P. Dameron

Others present: Dr. Gordon C. Blank, President
Mr. H. D. Moretz, Dean of the College
Mr. Wyman Autry, Business Manager
Mrs. Mickie Jones, Recording Secretary

II. Upon motion of Mr. Poteat, seconded by Mr. Brinkley, the minutes were approved as written and distributed.

III. Chairman Moore called on Dr. Blank to summarize the actions of the Executive Committee since the last quarterly meeting of the Board of Trustees.

Meeting of the Architect Selection Committee on July 29, 1974.

A. The Buildings and Grounds Committee approved an expenditure of $800 for the preparation of a new topographical survey map of the northeast section of the campus, using two foot intervals, in preparation for the construction of the extension facility. By unanimous approval, the Mallonee Surveying Company was to be hired.

B. The Executive Committee approved faculty appointments for:

1. Mrs. Anita Smith as instructor in the Department of Nursing.
2. Mrs. Carolyn Stewart as instructor in the Department of Nursing

Meeting of the Architect Selection Committee on September 4, 1974.

A. All architectural firms which returned questionnaires were examined with regard to previously set criteria. After detailed and extended discussion, the committee decided to invite four firms for interview: Hayes-Howell and Associates of Southern Pines, Hyatt Hammond and Associates of Asheboro, Odell Associates of Charlotte, and J. T. Pegram of Statesville.

Meeting of the Architect Selection Committee on September 16, 1974.

A. After discussion, it was decided by consensus that two of the four firms chosen at the previous meeting would be asked for specific proposals on time schedules and fee structure: Odell Associates and Hayes-Howell and Associates. The option was left open to go to other firms if satisfactory arrangements could not be reached with one of these firms.

Meeting of the Architect Selection Committee on September 23, 1974.

A. After discussion, it was agreed by consensus that the following would be recommended to the full Board for action:

1. Although the Committee felt that either firm would be satisfactory and would do a good job, it was decided to recommend Odell Associates as first choice, if that firm will agree to adjust the proposed time schedule so that all drawings and specifications needed for bidding are ready by June 1, 1975.

2. That commitment to the architect chosen should be for the schematic design of initial and subsequent construction, and complete design and supervision of construction of the initial phase only ($1,000,000). There should be no commitment at this time that the chosen architect would continue with final design and supervision of construction of the subsequent phase.

B. The Committee decided that arrangements would be made for a called meeting of the full Board of Trustees as soon as possible to reach a final decision on the architect to be selected.

Chairman Moore reported that a special called meeting of the Board was held on Tuesday, October 1, 1974. Although a quorum was not present for this meeting, Mr. Moore declared that there was a quorum present for the purposes of Executive Committee action and that the Executive Committee had approved the recommendation of the Architect Selection Committee. He therefore called for a motion from the floor with regard to the recommendation of the Architect Selection Committee. Mr. Carson moved that the action of the Architect Selection Committee on September 23, 1974, be approved. The motion was seconded by Mr. Johnny Clark and passed unanimously.

Chairman Moore expressed his appreciation to the Architect Selection Committee--Mr. Robert P. Carr, Chairman; Mr. D. Holman Sigmon; and Mr. J. Ray Childers--for their work in choosing the architect. Appreciation was also expressed by Mr. Autry.

Dr. Blank reported that Mr. Jack Copeland of Odell Associates would be on campus on Thursday, October 24, 1974, to meet with members of the College staff. He stated that a luncheon had been planned so that members of the Board of Trustees could meet with Mr. Copeland and his associates if they so desired. The luncheon will be held at noon at the Rainbow Inn.

The motion was made by Dr. Phifer that the other actions of the Executive Committee be approved. The motion was seconded by Mr. Brinkley and carried.

IV. There was no additional report from the Buildings and Grounds Committee.

V. There was no report from the Finance Committee.

VI. Chairman Moore called on Mr. Clark to report on his representation of the Board at the Fifth Annual Convention of the Association of Community College Trustees in Portland, Oregon, September 26-28.

Mr. Clark reported that the trip was most enjoyable, interesting, and informative. He stated that there had been over one-hundred topics, programs, and events taking place at the convention. He had the opportunity of visiting four colleges in the area while there. Of most benefit to him was the opportunity to talk with other trustees. He found that at many colleges, students serve on college Boards. In many cases, trustee membership is decided through general election. He also found that some institutions are supported entirely by local funds.

Mr. Clark further reported that there were 1100 representatives present at the convention, with North Carolina having the second largest number.

It was Mr. Clark's opinion that North Carolina is superior to most other states in its operation of community colleges.

VII. Mr. Childers, Chairman of the Nominating Committee, recommended the re-election of:

Chairman	Mr. W. Stanley Moore
Vice Chairman	Mr. Robert P. Carr

There being no nominations from the floor, the membership approved by acclamation the report of the Nominating Committee.

In accordance with the Bylaws, Article II, Section 4, Chairman Moore recommended Dr. E. W. Phifer, Jr. for reappointment as secretary. By motion of Mr. Clark, seconded by Mr. Sigmon, Dr. Phifer was elected.

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VIII. Chairman Moore asked Dr. Blank for the President's report.

A. Staffing: Dr. Blank reported that we had lost three nursing instructors at the end of the 1973-74 academic year. The faculty turnover was much less than in previous years. Administratively, the position of Business Manager was vacated by Mr. Ronnie Wilson. Mr. Wyman Autry filled this position.

B. Dr. Blank stated that the College is now carrying two more positions than funded for. The positions will be terminated at the end of this academic year. Dr. Blank called upon Mr. Moretz to report further.

Mr. Moretz explained that a very detailed and sophisticated process was used in determining which two positions would be terminated. The positions were:

1. Mrs. Hazel Ballou is a member of the English/Humanities Department. She is now represented by an attorney and has requested a hearing before the tenured faculty.

2. Dr. Walter Nicaise, an instructor in the Physics/Chemistry Department, has been with the College for one year.

A lengthy discussion followed. Mr. Moretz stated that Western Piedmont Community College's policy on tenure is: A member of the instructional faculty of the College who has been granted tenure shall have continuing employment of the College until he is dismissed by the Board of Trustees with cause.

C. Dr. Blank reported that curriculum enrollment at Western Piedmont is up ten percent compared to nineteen percent statewide.

D. Dr. Blank called on Mr. Autry for the Budget Report. Mr. Autry gave each trustee a copy of the State Audit Report and referred them to the state and local budget reports included in their packets. Discussion followed.

E. Dr. Blank reported that instructional space continues to be tight. The College now has over 1500 curriculum students with 95,000 square feet of space. This is below the national average. Dr. Blank stated that the lake and tennis courts which were completed last year have been very beneficial to the Physical Education Department. Mr. Robert Clark of Unifour Designs, the architect for the Continuing Education facility, has been requested to re-design this facility since his first design was estimated at $268,000 or two and one-half times the budgeted amount. Odell Associates have agreed to the stipulations of the Architect Selection Committee.

F. Dr. Blank informed the Board that a special committee consisting of Mrs. Margaret Fulk, Chairman; Miss Eunice Ervin; Mrs. A. B. Stoney; Mr. Robert Carr; Mr. Ray Miller; and Mr. Robert Benner had been formed to site the horse sculpture donated to the College by the City of Morganton. The following resolution was adopted by that committee at its meeting of October 14, 1974:

RESOLUTION

> WHEREAS we hold this sculpture to be a delightful fantasy, we would recommend a natural wooded area for its installation with such simple accessories as may be required by way of background. We feel it should be so sited that the beholder will be delightfully surprised by its presence. The most preferred site, we believe, would be in the wooded area on the east side of the lake. We have requested two members of the committee to mark the specific site. We recommend that a landscape architect be consulted for advice on the setting.

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It was agreed that the Buildings and Grounds Committee would further study this matter.

G. Dr. Blank informed the Board that, through a short-term donation campaign, the Western Piedmont Foundation, Inc. had purchased two vans and permitted the initial development of the Nature Trail. The Greenhouse project is not yet fully funded.

H. Dr. Blank reported that the College has reached an agreement with regard to the joint use of a computer. The computer will permit a more effective operation and more efficient use of funds.

I. Dr. Blank reminded the Trustees of the Regional Trustee Meeting in Lenoir on Thursday, October 31, at 7:30 p. m. He reported that the trustees are invited to visit Caldwell Community College before the meeting. He suggested they leave Morganton at 5:30 p. m.

IX. Annual Report: Mr. Moretz asked the members to keep in mind, when reading the Annual Report, that pages 1 through 47 refer to the 1973-74 academic year and pages 48 through 68 refer to the current fall quarter.

X. There being no further business, the meeting adjourned at 9:20 p. m.

XI. In an executive session, the Board continued discussion of Mr. Clark's report of the National Convention. It was agreed by consensus that the Board suggest, as a means of establishing lines of communication, that the administration request the President of the Faculty Senate and the President of the Student Government Association and possibly others to sit in on future meetings of the Board of Trustees. The thought was primarily one of accessibility rather than one of involving formal reports from the guests.

There being no further business, the meeting was adjourned.

E. W. Phifer, Jr., M. D.
Secretary

W. Stanley Moore
Chairman

(Mrs.) Mickie Jones
Recording Secretary

MINUTES OF THE SPECIAL CALLED MEETING OF THE
BOARD OF TRUSTEES OF WESTERN PIEDMONT COMMUNITY COLLEGE
ON THURSDAY, OCTOBER 31, 1974

Members present: Mr. W. Stanley Moore, Chairman
Mr. Robert P. Carr, Vice Chairman
Dr. E. W. Phifer, Jr., Secretary
Mr. C. Sam Brinkley
Mr. Johnny Clark
Mr. J. Ray Childers
Mr. Noah Pitts, Jr.
Mr. E. P. Dameron
Mr. William Fulton
Mr. Thad M. Poteat

Members absent: Mr. John H. Carson
Mr. D. Holman Sigmon

Others present: Dr. Gordon C. Blank, President
Mr. H. D. Moretz, Dean of the College
Mr. Wyman Autry, Business Manager
Mr. Richard Greene, Director of Continuing Education
Mr. Robert Clark, Architect
Mrs. Mickie Jones, Recording Secretary

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The special called meeting of the Board of Trustees was preceded by a meeting of the Buildings and Grounds Committee at 4:00 p. m., October 31, 1974, at which the following questions were raised:

1. Is it appropriate to place this type of training facility on an academic college campus?

2. Is the space adequate for possible future expansion if needed?

3. What kind of problems will this facility produce in the way of noise, dirty smoke, possible stream pollution, etc.?

When time for the meeting of the full Board arrived, the Buildings and Grounds Committee agreed, by consensus, to refer to the full Board the question of proceeding with construction of the Emergency Training Facility.

Chairman Moore convened the meeting at 4:45 p. m. After further discussion of the questions raised in the Buildings and Grounds Committee meeting, Mr. Johnny Clark moved that various college staff and trustees visit the Wilson County Technical Institute to interview people there regarding appearance, smoke, and noise in conjunction with the Fire Training Program and also take pictures of the training ground in use to bring back to the Board. The motion was seconded by Mr. Sam Brinkley and passed.

Mr. Autry was asked to consult Burke County regarding other possible sites in the event the Board decides to put the Emergency Training Facility off-campus.

Mr. Clark of Unifour Designs was asked to consult with the Environmental Protection Agency in Atlanta to determine what pollution control regulations of that agency apply to training facilities of the type being considered.

The meeting adjourned at 5:15 p. m.

E. W. Phifer, Jr., M. D.
Secretary

W. Stanley Moore
Chairman

(Mrs.) Mickie Jones
Recording Secretary