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MINUTES OF THE QUARTERLY MEETING
OF THE BOARD OF TRUSTEES OF
WESTERN PIEDMONT COMMUNITY COLLEGE
ON WEDNESDAY, FEBRUARY 25, 1976

The Board of Trustees of Western Piedmont Community College met in regular quarterly session at 7:30 p. m. on Wednesday, February 25, 1976 in the Library Conference Room of the College with Chairman W. Stanley Moore presiding. Mr. Moore asked Mr. Poteat to open the meeting with prayer, following which Mr. Moore welcomed to the meeting Mr. Dale Kaufman, Chairman of the Faculty Senate, Mr. Daryl Carswell, President of the Student Association, and Mr. Robert Small, Assistant Business Manager.

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

Members absent: John H. Carson
E. P. Dameron
Noah O. Pitts, Jr.

Others present: Gordon C. Blank, President
H. D. Moretz, Dean of the College
Wyman R. Autry, Business Manager
Robert Small, Assistant Business Manager
Dale Kaufman, Chairman, Faculty Senate
Daryl Carswell, President, Student Association
John Boyd, Chairman, Criminal Justice Department
Mickie Jones, Recording Secretary

II. The minutes of the quarterly meeting held on October 21, 1975 and the special called meeting held on December 16, 1975 were approved by consensus.

III. Mr. Moore asked Dr. Blank for a summary of meetings held since the last quarterly meeting of the Board of Trustees. Dr. Blank reported as follows:

Meeting of the Executive Committee on November 3, 1975

A. Salary adjustments were approved for Mr. John Boyd and Mr. Dan Southern.

B. Educational leave was approved for Mr. Charles Galyon to enable him to pursue doctoral work at the University of North Carolina at Greensboro. The leave arrangements included periods of both educational leave with pay and without pay. Mr. Robert Benner was designated coordinator of the physical education program during the period of Mr. Galyon's absence.

C. Mr. Roger C. Carter, Mrs. Mary Gay Cooke, Mr. B. F. Alexander Huppé, and Mrs. Joanne S. Johnston were approved for tenure.

D. The appointment of Mr. John Vanderford to the Criminal Justice Program Advisory Committee was approved.

E. A proposal on course enrollment privileges for college employees was approved subject to revision of paragraph two to provide that employees might enroll in non-job-related courses when such courses are available only during regular working hours on approval of the supervisor and on condition the time missed from work is made up.

F. A general discussion regarding pay increases for earned higher degrees was held. The critical shortage of space was also discussed.

Meeting of the Buildings and Grounds Committee on December 3, 1975

A. The relocation of trees and hedges from the area to be occupied by the College Center was authorized.

B. The Committee authorized the expansion of the parking area adjacent to the tennis courts.

C. A general discussion was held regarding space limitations.

Special Called Meeting of the Board of Trustees on December 16, 1975

A. After a report of bids received for the construction of the College Center, contracts were awarded to the lowest bidders in each of the contract areas, subject to certification by the architects and necessary State approvals.

Meeting of the Executive Committee on February 18, 1976

A. Mr. David Lieberman's appointment as Chairman of the Business Department was confirmed, to be effective June 1, 1976.

B. A proposal for pay increases for earned higher degrees was accepted for establishment as institutional policy, with a differentiated table for pay increases accepted as the approved option.

C. A lengthy discussion was held concerning the seeking of additional county funds for salary purposes. The Chairman was authorized to confer with the chairman of the County Commissioners regarding this matter.

Meeting of the Buildings and Grounds Committee on February 24, 1975

At Dr. Blank's request, Mr. Moretz summarized this meeting as follows:

A. The committee voted to accept, and to recommend to the full Board for approval, the following change orders for the College Center:

Item	Estimated Additional Cost
1. Tinted glass--float and tempered	$ 660.00
2. Balanced doors at cafeteria	3,873.00
3. Vinyl wall fabric	2,506.00
4. Carpet	3,627.00
5. Bypass to Chiller	2,500.00
Total for Work	13,166.00
Architect's Fee (7.3%)	961.12
TOTAL	$14,127.12

B. Since there should be approximately $350,000 available after the College Center is completed (if the County Commissioners will re-budget $230,000 earmarked but not needed for the College Center) the Buildings and Grounds Committee considered a recommendation that the proposed Continuing Education Building in the Northeast corner of the campus be deferred, and instead, an Instructional/Continuing Education building of approximately 9,000 square feet be planned for a location adjacent to "E" building. This building would be of design and construction equivalent to the existing main buildings on campus. The committee, after serious and detailed discussion, agreed to recommend that the Board of Trustees request that the County Commissioners allocate the $230,000+ to the College Board of Trustees for use in constructing the Instructional/ Continuing Education Building as recommended in the proposal and that the Trustees authorize the President to continue with planning for the building.

Following the summary given by Dr. Blank and Mr. Moretz, the Trustees took the following action:

A. The trustees, by consensus, approved the actions taken by the Executive Committee on November 3, 1975 and February 18, 1976 and the Buildings and Grounds Committee on December 3, 1975.

B. Mr. Childers moved that the Board of Trustees approve the change orders for the College Center as recommended by the Buildings and Grounds Committee. Mr. Clark seconded the motion and it passed with all present in favor.

C. Mr. Childers moved that the Board of Trustees request that the County Commissioners allocate the $230,000+ for use in constructing the Instructional/Continuing Education building and that the President be authorized to proceed with planning for the building. Mr. Sigmon seconded the motion and it passed unanimously.

IV. There was no report from the Finance Committee

V. Chairman Moore asked for a report on the Regional Trustees meeting held at Isothermal Community College on January 13. Dr. Blank and Mr. Childers, who attended the meeting, reported briefly on the meeting noting particularly the following two items:

A. Trustees have no express authority to grant tenure.

B. Trustees have no legal authority to buy liability insurance but were told to buy it if they do not have it.

Dr. Blank further reported that he had requested from the Attorney General's office an interpretation of the law regarding tenure. Following discussion of this matter, the trustees agreed by consensus that the administration should not follow the procedure of getting rulings from the Attorney General on the matters of tenure and insurance.

VI. Dr. Blank was recognized by the Chair for the President's report which follows:

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A. Dr. Blank recognized Mr. John Boyd who reported briefly on the Criminal Justice Department, which he chairs.

B. Having been recognized, Mr. Autry reviewed briefly the State and Local budgets pointing out that the percent of expenditure to date is in line with that of the 1974-75 fiscal year. Mr. Autry also presented analyses which showed a 53 percent increase in heating fuel costs and a 31 percent increase in natural gas usage compared to 1974-75. During the discussion which followed regarding fuel conservation, it was agreed by consensus that the Buildings and Grounds Committee should: (1) consider the Energy Conservation Study which was suggested by the Odell Associates Architectural firm, (2) study other means of conserving energy, and (3) report its findings to the Board of Trustees.

C. Dr. Blank and Mr. Moretz up-dated trustees by reporting the following:

1. The most urgent need that the College has at the present time is increased faculty and staff salaries.
2. The faculty are teaching overloads without overload pay.
3. Materials and supplies ordering has been reduced.
4. The library book budget has been reduced.
5. Professional travel funds have been reduced.
6. Some program curtailment has occurred. Continuing Education has had the most problems, with many courses being offered on a self-supporting basis.
7. The College is making every effort to keep as many faculty as possible on the payroll this summer.
8. One secretarial position, vacated by resignation, will not be filled.
9. One position in Duplicating Services is being eliminated after June 30.

D. Mr. Moore reported that Caldwell Community College did not plan to have a Legislative/Trustee meeting this year. Trustees were asked to contact state representatives on an individual basis.

VII. Executive Session

Following a general discussion of institutional aims and goals, the Chairman announced the appointments for a previously discussed committee.

The Institutional Goals Committee is chaired by Dr. E. W. Phifer, Jr. Committee members are D. Holman Sigmon and J. Ray Childers. The committee was charged to conduct broad ranging discussions on institutional aims and goals, long-range planning, innovative directions for future growth and development, ways and means for rendering greater service, and assessment of community educational needs. The committee was asked to report to the board periodically.

VIII. Following Executive Session, the meeting was adjourned.

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

W. Stanley Moore, Chairman

(Mrs.) Mickie Jones, Recording Secretary

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MINUTES OF THE QUARTERLY MEETING
OF THE BOARD OF TRUSTEES OF
WESTERN PIEDMONT COMMUNITY COLLEGE
ON TUESDAY, MAY 25, 1976

The spring quarterly meeting of the Board of Trustees was held on Tuesday, May 25, 1976, at 7:30 p. m. in the Library Conference Room. Chairman Carr called the meeting to order and asked Mr. Clark to open the meeting with prayer.

I. ROLL CALL

Members present: Mr. Robert P. Carr, Chairman
Dr. E. W. Phifer, Jr., Secretary
Mr. C. Sam Brinkley
Mr. Johnny R. Clark
Mr. J. Ray Childers
Mr. D. Holman Sigmon
Mr. Noah O. Pitts, Jr.
Mr. Don E. Smith
Mr. William M. Fulton

Members absent: Mr. John H. Carson
Mr. Thad M. Poteat
Mr. E. P. Dameron

Others present: Dr. Gordon C. Blank, President
Mr. H. D. Moretz, Dean of the College
Mr. Wyman R. Autry, Business Manager
Mr. Dale L. Kaufman, Chairman, Faculty Senate
Mr. Roy A. McGalliard, Chairman, English/Humanities
Mrs. Mickie Jones, Recording Secretary

II. MINUTES

Mr. Johnny Clark moved that the minutes of the last quarterly meeting be approved as distributed. Mr. Holman Sigmon seconded the motion and the minutes were approved by consensus.

III. COMMITTEE REPORTS

Dr. Blank summarized committee actions since the last quarterly meeting of the Board of Trustees as follows:

A. Meeting of the Buildings and Grounds Committee on April 1, 1976

1. Approved change order for raising fire hydrant at College Center site.
2. Approved establishment of a physical fitness trail in south, southeast, and east area of campus.
3. Chose brick to be used in construction of College Center.
4. Approved immediate paving of tennis court parking lot.
5. Approved preliminary application for Appalachian Regional Commission funds to be used in next round of construction.

B. Joint Meeting of the Executive and Finance Committee on April 7, 1976

1. Accepted and approved the actions of the Trustees' Buildings and Grounds Committee regarding raising the hydrant, establishing a fitness trail, selection of brick for the College Center, paving the tennis court parking lot, and preliminary application for Appalachian Regional Commission building funds.

2. Approved local budget request to Burke County Commissioners for 1976-77.

3. Approved educational leave recommendations for fourteen staff members.

4. Approved an Affirmative Action Policy statement.

Following the report, Dr. Phifer moved that the actions of the commi tees be approved. Mr. Clark seconded the motion and it carried unanimously.

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IV. REGIONAL LEGISLATIVE PLANNING

Mr. Moretz reported breifly on the Regional Legislative Planning meeting held at the Morganton Holiday Inn on April 22, 1976. Those present at the meeting included presidents and trustees of institutions in the western part of the State and representatives from the State Office of the Community College System.

V. NORTH CAROLINA TRUSTEES ASSOCIATION

Mr. Donald Smith reported briefly on the spring meeting of the North Carolina Trustees Association which was held in Raleigh April 29, 1976. The meeting was also attended by Dr. Blank and Mr. Edward Phifer, III, Burke County Commissioner.

VI. PRESIDENT'S REPORT

A. At Dr. Blank's request, Mr. Roy McGalliard, chairman of the department of English/Humanities, gave a report on his department which included the department's purpose, utilization and workloads of staff members, major problems, and departmental goals.

B. Mr. Autry discussed with the Trustees the state and local budget reports ending March 31, 1976. Trustees expressed their concern for the high cost of telephone, water and electricity services. Mr. Autry asked for the Trustees' authorization to write-off twenty-four uncollectable balances on the accounts receivable ledger. Mr. Sigmon moved that Mr. Autry be authorized to do so. Mr. Clark seconded and the motion carried unanimously.

C. Dr. Blank, in his quarterly report to the Board:

1. Summarized final actions of the State Legislature which effect the Community College System.

2. Reported that the Fiscal Auditors had just completed their work at Western Piedmont, and that there will be no audit exceptions reported this year.

3. Reported that the FTE (Full Time Equivalency) Auditor is presently on campus reviewing Western Piedmont Community College's reporting of contact hours.

4. Reported that the Alexander, Burke, Caldwell Economic Development Commission, chaired by Mr. Miller Sigmon, had met and given high priority to Western Piedmont's application to the Appalachian Regional Commission for funds to construct the Vocational Instructional Complex and off-campus training grounds.

5. Reported that Dr. Samuel Spencer, President of Davidson College, would be the main speaker at graduation ceremonies to be held May 28, 1976.

6. Informed the trustees that the Nursing Pinning Ceremony will be held on Thursday, May 27, at the First Presbyterian Church.

VII. EXECUTIVE SESSION

Dr. Phifer reported that he had not done any further work on the long-range plan and will not be able to continue his work until he has completed his book.

A decision was made to request the administration to make a report on any local study which has been made of the heating and air conditioning system.

The question of probable need for a college policy regarding institutional staff members running for public office was discussed. Mr. Carr reported that he would provide the administration with a copy of the policy which is used by the University of North Carolina system.

The Board members also further discussed the cost of the telephone system and it was suggested that another study of the system be made by the telephone company.

Robert P. Carr, Chairman

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

(Mrs.) Mickie Jones, Recording Secretary

MINUTES
QUARTERLY MEETING
BOARD OF TRUSTEES OF WESTERN PIEDMONT COMMUNITY COLLEGE
AUGUST 25, 1976

The Board of Trustees of Western Piedmont Community College met in regular quarterly session on Wednesday, August 25, 1976, in the Library Conference Room of the College. Chairman Carr called the meeting to order at 7:30 p. m. and asked Mr. Johnny Clark to open the meeting with prayer.

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I. ROLL CALL

Members present: Robert P. Carr, Chairman
E. W. Phifer, Jr., M. D., Secretary
John H. Carson
C. Sam Brinkley
Johnny R. Clark
J. Ray Childers
Thad M. Poteat
Noah O. Pitts, Jr.
Donald E. Smith
E. P. Dameron
William M. Fulton

Members absent: D. Holman Sigmon

Others present: Gordon C. Blank, President
H. D. Moretz, Dean of the College
Wyman R. Autry, Business Manager
Harold P. Olsen, Dean, Curriculum Programs
Dale L. Kaufman, Chairman, Faculty Senate
Ben Montgomery, Odell Associates
Mickie Jones, Recording Secretary

II. MINUTES

Chairman Carr called for corrections or approval of the minutes. There being no corrections, the minutes were approved following motion by Mr. Brinkley, second by Mr. Poteat.

III. EXECUTIVE COMMITTEE REPORT

As requested by the Chair, Dr. Blank summarized the meetings of the Executive Committee as follows:

A. Meeting of the Executive Committee on June 8, 1976

1. Approved as special Bicentennial holidays, July 6-9 (four days) for all college staff.

2. Approved Mrs. Marsha Pendergraph as Instructor in the Medical Laboratory Technician program, succeeding Miss Mary Edwards.

3. Approved the following for tenure in the positions indicated:

Mr. Jason Bryant--Instructor in Business
Mr. Dale Kaufman--Instructor in English/Humanities
Mrs. Alice Roye--Instructor in Nursing
Mrs. Mary Alice Withers--Instructor in Nursing
Miss Linda Brown--Instructor in Nursing
Mrs. Patricia Crumpler--Instructor in Nursing
Mr. Om Jain--Instructor in Business
Mr. George Fouts--Instructor in English/Humanities

4. Adopted a policy similar to that of the University Board of Governors concerning political activity of college employees.

B. Meeting of the Executive Committee on July 22, 1976

1. Approved the following new staff members for 1976-77:

Dr. Richard L. Morgan, Counselor
Mrs. Lois A. Dechent, Instructor in Nursing
Mr. Edward A. Turowski, Instructor in Nursing

2. Approved salaries for all staff members for the 1976-77 year.

C. Meeting of the Executive Committee on August 25, 1976

This meeting occurred just prior to the regular Board meeting. Mr. Moretz, who recorded the minutes, was asked to report on this meeting. Mr. Moretz reported as follows:

1. Mrs. Rosemarie Palmer was appointed Coordinator/Instructor of the Medical Laboratory Technology program and Chairman of the Allied Health Department.

2. The Committee received as information new policies being developed by the State Board of Education on procedural due process and personnel. It was pointed out that all institutions will have the opportunity to review and critique these suggested revisions before their approval.

3. The Committee received as information a report that some immediate changes have been made by the State Board of Education regarding the reporting of membership hours for FTE (Full Time Equivalency) purposes.

4. The Committee received a letter from Catawba Valley Technical Institute seeking Western Piedmont Community College's approval of their instituting a two-year nursing program. After lengthy discussion, the Committee agreed to recommend that the full Board authorize Dr. Blank to write a letter opposing such a program.

5. The Committee was informed that Mr. Wyman Autry, Business Manager, had resigned effective September 30, 1976. The resignation was accepted and a motion authorizing a resolution expressing appreciation for Mr. Autry's services was approved by consensus.

6. The Committee agreed to recommend to the full Board the appointment of Mr. Robert C. Small as Acting Business Manager to serve between the termination date of Mr. Autry and the appointment of a Business Manager. A salary increase during this period was also approved for Mr. Small.

Following the report on actions of the Executive Committee, the Board, after lengthy discussion, took the following actions:

A. Upon motion by Mr. Brinkley, seconded by Mr. Clark, Mr. Robert C. Small was approved as Acting Business Manager with an appropriate salary increase.

B. Mr. Carson moved that the Board instruct Dr. Blank to express the trustees' opposition to Catawba Valley Technical Institute's implementing a two-year nursing program. Mr. Poteat seconded the motion which then received full Board approval.

IV. REPORT FROM THE PRESIDENT

A. Dr. Blank asked Mr. Ben Montgomery of Odell Associates to report on the progress of construction of the College Center. Mr. Montgomery distributed a "Quarterly Construction Progress Report" to the trustees which showed that construction in approximately 35 percent complete, that a little over 50 percent of the construction time has been used, and that the expected date of completion of March 20, 1977 is still possible. Mr. Montgomery attributed the construction delay to soil compaction problems, problems with the poured-in-place concrete, and the resignation of the job superintendent. Reference was also made by Mr. Montgomery to an issue of payment between the general contractor and a subcontractor. Mr. Montgomery indicated however, that he felt the disagreement could be solved without further construction delay.

B. Mr. Harold Olsen, Dean of Curriculum Programs, reported to the trustees the progress, plans, and needs of the curriculum program.

C. Mr. Autry referred the trustees to the state and local budgets and the audit report included in their packet and answered general questions regarding the reports.

D. In a report on plans for the 1976-77 academic year, Mr. Moretz reported that the College is now fully staffed except for the position of Business Manager and expressed his hope that the College could give its faculty some relief from the heavy loads they have been carrying. Mr. Moretz also reported that the

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reorganization which had taken effect in fall, 1975, had resulted in much better coordination of programs and services. Mr. Moretz further reported that the College cannot consider expansion of its course offerings until an adequate budget and adequate space are available.

E. In the final report, Dr. Blank informed the trustees that:

1. Western Piedmont is working with Appalachian State University in a joint endeavor to seek funds for a project involving video programs transmitted by a communications satellite.
2. Western Piedmont is working with C. E. T. A. (Comprehensive Employment and Training Act) to offer pre-employment training.
3. The most recent information received about the proposed instructional building project was that the prospects for funding from the Appalachian Regional Commission appeared favorable. It was pointed out, however, that much uncertainty was involved in funding from this source.
4. A special anniversary supplement will be inserted in the September 3 issue of The News Herald commemorating Western Piedmont Community College's ten years of service to the community. It was mentioned that the College admitted its first full-time students and began full operations in September of 1966.
5. The business office has conducted a survey of fifteen institutions in our region in order to make a comparison of utility and telephone costs. The study will be presented at the next meeting of the Buildings and Grounds Committee.
6. Dr. Blank reminded trustees of upcoming meetings of the North Carolina Trustees Association and the Association of Community College Trustees.

IV. ANNUAL MEETING

Chairman Carr reminded trustees that the October meeting would be the annual meeting of the Board. It was agreed by consensus that

Mr. Carr should appoint a nominating committee for the purpose of election of officers at that time.

V. ADJOURNMENT

The meeting was adjourned by Chairman Carr at 9:30 p. m. for the Executive Session.

VI. EXECUTIVE SESSION

During Executive Session the trustees discussed means by which trustee meetings would be publicized in keeping with the state statutes governing open meetings. It was agreed by consensus that a notice of all quarterly, special, and committee meetings of the Board of Trustees would be sent to the Editor of The News Herald. It was also mentioned that recently appointed trustees need to have copies of long-range institutional planning documents.

Robert P. Carr
Robert P. Carr, Chairman

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

Mickie Jones
Mickie Jones, Recording Secretary

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MINUTES
QUARTERLY (ANNUAL) MEETING
BOARD OF TRUSTEES OF WESTERN PIEDMONT COMMUNITY COLLEGE
TUESDAY, OCTOBER 26, 1976

The annual meeting of the Board of Trustees of Western Piedmont Community College convened at 7:30 p. m. in the Library Conference Room of the College. At the request of Chairman Carr, Mr. Johnny Clark offered the invocation. Mr. Carr then introduced and welcomed to the meeting Mr. Richard Lowman, recently elected president of the Student Government Association; Mr. Roger C. Carter, recently elected chairman of the Faculty Senate; and Mr. Willard Wilson, chairman of the Department of Engineering Sciences.

I. ROLL CALL

Members present: Robert P. Carr, Chairman
E. W. Phifer, Jr., M. D., Secretary
C. Sam Brinkley
John H. Carson
J. Ray Childers
Johnny R. Clark
E. P. Dameron
William M. Fulton
Noah O. Pitts, Jr.
D. Holman Sigmon
Donald E. Smith

Members absent: Thad M. Poteat

Others present: Gordon C. Blank, President
H. D. Moretz, Dean of the College
Robert C. Small, Acting Business Manager
Roger C. Carter, Chairman, Faculty Senate
Richard Lowman, President, Student Government Association
Willard J. Wilson, Chairman, Department of Engineering Sciences
Mickie Jones, Recording Secretary

II. MINUTES

The minutes of the August 25, 1976 meeting of the Board of Trustees were approved without correction upon motion by Mr. John Carson and second by Mr. Noah Pitts.

III. REPORT OF THE EXECUTIVE COMMITTEE

Dr. Blank reported that the Executive Committee met just prior to the present meeting and presented the actions of the committee as follows:

A. Confirmed approval of leave without pay for Roger Sharpe, Instructor in Criminal Justice, during his campaign for State Senator and for his term in the legislature if he is elected.

B. Authorized the College to enter into an agreement with the Deferred Compensation Corporation of North Carolina so that employees who wish to do so may participate in the plan.

C. Agreed to recommend to the full Board that $120,000 of carry-over bond money be earmarked as local matching for the Appalachian Regional Commission building funds being requested.

D. Discussed program articulation efforts with senior colleges and universities and progress on construction of the College Center.

Following this report, a lengthy discussion ensued regarding item "C"--local matching funds for the Appalachian Regional Commission grant application. Dr. Blank informed the board of the need for committing matching funds for this project. He stated that the Governor will make a decision on the State Package within the next two weeks and the College will have to indicate that the funds are available. It was noted that the Buildings and Grounds Committee, at its meeting on August 31, had allocated $80,000 from carryover bond money for this project and had agreed to approach the County Commissioners with a request for the remaining $40,000. The County Manager was contacted and indicated that, in view of the College having remaining funds from the original bond issue, it was likely that the County Commissioners would not assist with the project. Mr. Brinkley suggested that the County Commissioners be approached since the Commissioners had not yet heard the request. The trustees agreed with Mr. Brinkley's suggestion, but in view of the time schedule, Mr. Childers moved that the trustees commit the entire $120,000 from carryover bond money and that the County Commissioners be approached with a request for assistance with $40,000 of the matching funds. Mr. Pitts seconded the motion and it passed with only Dr. Phifer opposing.

By consensus, the trustees also approved the actions of the Executive Committee in granting leave without pay for Mr. Sharpe and in authorizing the College to enter into an agreement with the Deferred Compensation Corporation of North Carolina.

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IV. REPORT OF THE BUILDINGS AND GROUNDS COMMITTEE

Dr. Blank summarized the actions of the Buildings and Grounds Committee at its meeting on August 31 as follows:

A. A short discussion was held concerning the progress of construction of the College Center.

B. With regard to the Appalachian Regional Commission construction project:

1. The Committee discussed the need for securing funding for both proposed facilities, the off-campus fire training facility and the on-campus instructional building. It was pointed out that the Appalachian Regional Commission project, if funded, would not include the off-campus project.

2. The Committee discussed possibilities for funding the instructional building should the College not receive the Appalachian Regional Commission grant.

3. The Committee discussed sources for providing local matching funds if the Appalachian Regional Commission project is approved. A motion was passed to provide $80,000 from the original bond issue for this purpose and authorization was given College representatives to approach the County Manager to see if county funds would provide an additional $40,000 for a total local match of $120,000 necessary to receive $480,000 in Appalachian Regional Commission funds.

C. A discussion was held concerning the long range mission of the College in relation to additional construction needs.

D. The Committee received and discussed a telephone and utility survey and were told that the College was in line with similar institutions in the area.

V. REPORT OF THE FINANCE COMMITTEE

No report was given.

VI. REPORT OF THE NORTH CAROLINA TRUSTEES ASSOCIATION MEETING HELD ON SEPTEMBER 28, 1976

Mr. Carson reported on the meeting as follows:

A. Trustees Smith and Carson attended together with Dr. Blank and Mr. Moretz.

B. It was proposed and approved that the firm of Olson, Williams and Associates, Inc. of Raleigh be employed to assist the association with future membership dues in the association being determined by an enrollment assessment of each institution. The firm is a registered lobbyist with the General Assembly; therefore, a question arose regarding whether or not institutions will be able to pay their dues from public funds, as has been previously done. Dr. Blank reported that he has written the Attorney General's office for a ruling on this question.

C. Officers were elected and Lieutenant Governor Hunt spoke.

VII. REPORT OF THE NOMINATING COMMITTEE

The Nominating Committee, Dr. Phifer, Chairman; Mr. Sigmon; and Mr. Smith, presented the following nominees:

Thad M. Poteat--Chairman
E. P. Dameron--Vice-Chairman
E. W. Phifer, Jr.--Secretary

There being no nominations from the floor, Mr. Clark moved that the nominees as presented by the Nominating Committee be approved. Mr. Carson seconded the motion and it was carried unanimously. Mr. Carr then expressed his appreciation to the trustees for their cooperation and support during his term as Chairman.

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VIII. REPORT FROM THE PRESIDENT

A. Mr. Willard Wilson reported on the Department of Engineering Sciences, which he chairs.

B. Mr. Robert Small, during the quarterly fiscal report, pointed out that thus far this academic year, the College has spent 23.9 percent of the local allocation, 20.2 percent of the state general expense, and 8.3 percent of the state capital outlay equipment budget. A question arose as to why "non-curriculum instruction" is underspent at this time. It was explained that the Continuing Education Division runs behind the normal quarter and that it will be caught up by December.

C. Dr. Blank referred the trustees to the "Space Usage" report included in their packet. The information given was excerpted from the Facilities Inventory and Utilization Study, 1975. The data indicates that Western Piedmont is overutilized and underbuilt.

D. Dr. Blank and Mr. Moretz led a general discussion of the 1975-76 Annual Report. It was noted that:

1. enrollment outpaced resources,
2. funding was slightly under 84 percent of the earned allotment,
3. Continuing Education programs were cut back because of insufficient funds, and

4. reorganization of the curriculum divisions into one division has worked well.

Mr. Dameron commended the College staff for a good report.

E. Dr. Blank reported that articulation efforts between Western Piedmont, Appalachian State University, and Western Carolina University are being made with plans to have courses taught by the universities leading to the bachelor's degree being offered on the Western Piedmont campus. Once firm proposals are ready, they will be presented to the Board for consideration.

IX. EXECUTIVE SESSION

A. Dr. Phifer brought up the matter of requesting the president and staff to prepare a long-range philosophical study of the purposes and goals of the College--with full participation of faculty and staff. Some points suggested for inclusion in the study were:

1. What is the maximum enrollment expected for the College?
2. Does the College want to limit enrollment?
3. Does the College want to consider three or four year programs?
4. What is the long-range goal of the Western Piedmont Foundation, Inc.?
5. The study should be on program plans rather than the expected need for physical facilities.

Lengthy discussion followed in which it was also recommended that a preliminary outline of the study be presented to the Board before the actual report is given. Dr. Phifer moved that the president and staff be requested to proceed with the study and that the report be given within this academic year. The motion was seconded by Mr. Brinkley and received the Board's unanimous approval.

B. Mr. Carson requested that the staff be requested to make a written report on how much effort is being made to hire non-whites. The request was approved by consensus.

C. The trustees expressed their deep gratitude to Mr. Carr for his dedicated service and exemplary leadership, and commended him for his fine work as Chairman of the Board of Trustees.

Robert P. Carr

Robert P. Carr, Chairman

E. W. Phifer, Jr.

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

Mickie Jones

(Mrs.) Mickie Jones
Recording Secretary

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