MINUTES

WINTER QUARTERLY MEETING

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

Monday, February 2, 1981

The Board of Trustees of Western Piedmont Community College held its winter quarterly meeting, Monday, February 2, 1981, at 7:30 p.m. in room 23 of "G" Building. Mr. Robert P. Carr, Chairman, called the meeting to order and Mr. H. D. Moretz gave the invocation. Miss Dorothy Whitener, Recording Secretary, called the roll.

CCD319

Members Present:
Mr. Robert P. Carr, Chairman
Mr. D. Holman Sigmon, Vice Chairman
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mr. H. D. Moretz
Mrs. E. W. Phifer, Jr.
Mr. Noah O. Pitts, Jr.
Mr. Donald E. Smith
Mr. Robert B. Byrd
Dr. James B. Cates
Ms. Alice Smith, Student Trustee

Members Absent:
Mr. C. Sam Brinkley
Mr. Claude S. Sitton

Others Present:
Dr. Wilmon H. Droze, President
Dr. Jim A. Richardson, Vice President for Academic Affairs
Dr. Nancy R. Moore, Vice President for Student Services
Mr. Kenneth N. Clark, Vice President for Fiscal Affairs
Mr. Harold P. Olsen, Dean of Curriculum Programs
Mr. Richard N. Greene, Dean of Continuing Education
Ms. Mary Alice Withers, Chairman, Tenurial Faculty
Mr. Robert Wilkins, Faculty Member
Dr. Marlene Rosenkoetter, Faculty Member
Mr. Stephen Blahut, Faculty Member
Mr. Larry Clark, Faculty Member
Mrs. Robin Rathje, Student
Ms. Jennifer Caldwell, Reporter, The News Herald
Ms. Marla Carpenter, Reporter, Hickory Daily Record
Mrs. Valerie Dunst, Report, The Pioneer Press
Mr. Stephen Harris, Reporter, Unifour Independent
Ms. Sharon Pritchard, Reporter, WQXX/WMNC
Miss Dorothy Whitener, Recording Secretary

Chairman Carr welcomed new Trustees Mr. Fullwood, Mr. Byrd, and Dr. Cates. At this time Chairman Carr recognized Mr. Smith who wished to make a statement to the Board. The statement follows:

> With reference to the appointment of Dr. Jim Cates to our Board of Trustees, I wish to express the following concerns:
>
> First, I believe it is a definite conflict of interest for Dr. Cates to serve in this capacity. He is presently serving as a County Commissioner and will sit in judgment on our budget in just a couple of months. Can he honestly, without any prejudice for Western Piedmont Community College, look at our budget needs objectively?

Secondly, when he left this institution in 1978, he left owing us and the State of North Carolina $4,322.00. While this Board did not force him to pay that amount, and as a matter of fact voted two different times to relieve him of this liability, it seems to me that it was a legal obligation and as such, should have been paid at that time by Dr. Cates.

Lastly, Dr. Cates is presently doing business with employees of this institution with the full concurrence of our Board. This certainly does represent a conflict of interest and Dr. Cates should recognize this and refuse the appointment.

I realize that it is not within the power of this Board not to seat Dr. Cates as one of our members. Probably the only recourse we as a Board have is outlined in Article I, Section 2, Subsection e of our Bylaws, "a member may be removed for cause." At this point the Board will have to decide what it wants to do.

Dr. Cates responded that there would be no future conflict of interest in regard to his insurance business. My Byrd added that he thought it would be a challenge to work with the Board and to ensure there would be no conflict of interest, he would forthwith resign from the Police Science Advisory Board of the College and as Vice President of the Western Piedmont Foundation, Inc. His desire was to serve one Board and one Board only. Mr. Moretz informed Mr. Byrd and the Board that it was necessary for four trustees to serve on the Foundation and that Mr. Byrd may be fulfilling a duty. No action was taken regarding the statement of concerns by Mr. Smith.

Hear a Report From a Committee of the Tenurial Faculty. Mr. Moretz moved the Board go into executive session to discuss personnel matters. Mrs. Phifer seconded the motion and the vote was unanimous. All persons cleared the room except for the Trustees and the representatives of the Tenurial Faculty. Upon a motion by Dr. Cates and a second by Mrs. Phifer, the Board returned to open session at 8:45 p.m. Mr. Byrd asked that it be made a part of the minutes that no action was taken in the executive session. The representative group was advised to meet with Dr. Droze, President of the College, and following that meeting, Dr. Droze was instructed to meet with the Trustees. Dr. Cates moved that such a meeting be scheduled and Mr. Sigmon seconded the motion. Mr. Moretz suggested that the meeting with the faculty take place posthaste and Mr. Sigmon suggested the meeting with Dr. Droze and the Trustees be set at the discretion of Chairman Carr.

Consideration and Disposition of the Minutes. The minutes of the November 24, 1980, meeting of the Board of Trustees were approved with exceptions noted upon motion made by Mr. Smith and a second by Mrs. Phifer.

Committee Reports. For Executive Committee Chairman Carr, Dr. Droze reported the committee accepted the recommendation of the Buildings and Grounds Committee to seek contingency funds from the County Commissioners.

In Mr. Sitton's absence, Dr. Droze reported the Personnel Committee had met January 16, 1981, but no action was taken. At the request of Mr. Pitts, Dr. Droze reported that the Buildings and Grounds Committee had recommended to the Executive Committee to obtain contingency funds from the County Commissioners. Following the reports, Mr. Pitts moved that the Board approve the recommendation of the Executive Committee to seek emergency funds from the County Commissioners for the payment of repairs to the boiler, lift, and hot water heater. Mr. Smith seconded the motion. There was no dissent.

Report of the President. The following agenda items were reported on by President Droze:

Food Service. From March 1980, through December, 1980, over $1,800.00 in commissions has been paid by Piedmont Vending, Inc., to Western Piedmont Community College. The time had come for contract renewal witn Piedmont Vending and it was recommended by Dr. Droze to renew the contract. Mr. Pitts made such a motion and Mrs. Phifer seconded the motion. The decision was unanimous.

Bookstore Operation. The report on the Bookstore Operation showed fluctuation in sales since the re-design of the Bookstore. Sales will probably stablize with about an 11 percent increase over sales during the previous year of operation. The month of December, 1980, showed an increase of 71 percent in gross sales over that of December, 1979. Mr. Clark, Vice President for Fiscal Affairs, reported a sales increase of 61 percent over January, 1980 sales.

Intercollegiate Athletics. Dr. Droze commendted on the success of the basketball teams and that as revenues permit, the College would be reviewing the economic feasibility of implementing other athletic programs proposed in the two-phase plan approved in November, 1979.

Federal Revenue Sharing Funds. Dr. Droze reported that he had requested that the County Commissioners release the $100,000 in federal revenue sharing funds. The funds had been frozen because of the understanding that the funds would be appropriately used as seed money. A general discussion followed. As a result of the discussion, Mr. Moretz moved that the Buildings and Grounds Committee make a study of the College's need for additional facilities which would result in firm recommendations to present to the County Commissioners to obtain release of the seed money. Mrs. Phifer seconded the motion. Dr. Cates abstained on the vote.

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Title III Proposal. At the request of Dr. Droze, Dr. Moore, Vice President for Student Services, summarized the proposed Title III grant submitted on January 16, 1981, requesting $256,000 for the period October, 1981, through September, 1982. Also, Dr. Moore informed the Trustees of a workshop to be held on the campus on Long-Range Planning and Management on February 25, 1981, from 1:30 to 4:00 p.m. Trustees were encouraged to attend.

Report of Proposed Curriculum Programs and Progress of Those Implemented. After a briefing by Dr. Droze, Dr. Richardson, Vice President for Academic Affairs, gave a detailed report of the progress in developing and implementing individual curriculum programs. A short question-answer period followed. Upon motion by Mr. Byrd and a second by Mr. Fullwood, the Board endorsed the expansion of vocational curriculum programs as presented by Dr. Richardson.

Authorize an Increase in Graduation Fees. At the recommendation of Dr. Droze and Mr. Clark, the Board approved an increase of graduation fees from ten to fifteen dollars following a motion by Mr. Digh and a second by Mr. Pitts.

Authorize the Writing Off of Bad Debts. In regard to bad debts, questions arose as to the propriety and legality of releasing the names of students from whom debts could not be collected. Another question developed as to whether the names of those students should become a part of the minutes. Dr. Droze advised the Board that he would seek legal advice on the matter. At the recommendation of the administration and following discussion, the Board approved the writing off of one bad debt occuring in November, 1974, upon a motion by Dr. Cates. A second was duly made. Mr. Byrd abstained.

Resolutions of Appreciation for Mr. Carson, Mr. Moore, and Mr. Childers. The Board unanimously adopted the following resolutions upon motion by Mr. Digh and a second by Mr. Pitts:

RESOLUTION HONORING MR. JOHN CARSON

WHEREAS, The death of Trustee John H. Carson has occurred since the last meeting of the Western Piedmont Community College Board of Trustees, and

WHEREAS, Mr. Carson diligently served Western Piedmont Community College as a trustee for eight years, and

WHEREAS, Mr. Carson devoted his time and talents to the promotion of quality education for all, and

WHEREAS, The Board of Trustees of Western Piedmont Community College recognize Mr. Carson's love of learning, high standards of conduct, and sincere belief in unselfish service, therefore be it

RESOLVED, That the Board of Trustees expresses its sense of great loss at the death of Mr. John H. Carson and extends its sincere sympathy to his loved ones in their time of grief, and

BE IT FURTHER RESOLVED, That this resolution be tendered to his family as a sincere expression of the heartfelt sympathy of the Board of Trustees of Western Piedmont Community College, and that a copy be placed in the permanent minutes of the Board of Trustees.

/s/
Robert P. Carr, Chairman

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RESOLUTION HONORING MR. W. STANLEY MOORE

WHEREAS, The death of Trustee W. Stanley Moore has occurred since the last meeting of the Board of Trustees of Western Piedmont Community College, and

WHEREAS, Mr. W. Stanley Moore served as one of the first trustees and as former chairman of the Board of Trustees, and

WHEREAS, The college community has lost a beloved and esteemed leader whose progressive planning, tireless industry, and keen judgment have helped to bring Western Piedmont Community College from a dream to a reality, therefore be it

RESOLVED, That the Board of Trustees expresses its sense of great loss at the death of Mr. W. Stanley Moore and extends its sincere sympathy to his loved ones in their time of grief, and

BE IT FURTHER RESOLVED, That this resolution be tendered to his family as a sincere expression of the heartfelt sympathy of the Board of Trustees of Western Piedmont Community College, and that a copy be placed in the permanent minutes of the Board of Trustees.

/s/
Robert P. Carr, Chairman

RESOLUTION HONORING MR. J. RAY CHILDERS

WHEREAS, The death of Trustee J. Ray Childers has occurred since the last meeting of the Board of Trustees of Western Piedmont Community College, and

WHEREAS, Mr. Childers unselfishly served Western Piedmont Community College for eleven years, and

WHEREAS, Mr. Childers brought to this Board interest, intelligence, and zeal to a degree rarely met with, and

WHEREAS, Mr. Childers unselfishly made significant contributions to the educational and cultural betterment of the region served by Western Piedmont Community College, therefore be it

RESOLVED, That the Board of Trustees expresses its sense of great loss at the death of Mr. J. Ray Childers and extends its sincere sympathy to his loved ones in their time of grief, and

BE IT FURTHER RESOLVED, That this resolution be tendered to his family as a sincere expression of the heartfelt sympathy of the Board of Trustees of Western Piedmont Community College, and that a copy be placed in the permanent minutes of the Board of Trustees.

/s/
Robert P. Carr, Chairman

Report of Expenditures Through December 31, 1980. There being no action necessary, the Board received for information purposes the Report of Expenditures Through December 31, 1980. Dr. Droze pointed out that the College was in line in most categories.

Revision of By-Laws. Because three new trustees had just joined the Board at this meeting, Mr. Carr postponed the review of the By-Laws until the next meeting so that the new members could have time to study the By-Laws. Also, Mr. Carr assigned the task of reviewing the By-Laws prior to the next quarterly meeting to Mr. Sitton, Mr. Byrd, and Mr. Sigmon, asking that they make recommendations to the Board.

At this time, Mrs. Robin Rathje, a student, requested permission to present to the Board a student petition concerning personnel. Mr. Smith moved the Board go into executive session. Mr. Moretz seconded the motion. Mrs. Rathje and the Trustees remained in the meeting room. A general discussion followed in executive session. Mr. Smith moved the Board return to open meeting which was duly seconded. Mr. Smith then moved the petition from the students be received as information. A due second was made. Dr. Droze briefly met with the Trustees. No action was taken.

There being no further business, the Board adjourned at 10:35 p.m.

Respectfully submitted,

Robert P. Carr, Chairman

Dorothy Whitener

Dorothy Whitener, Recording Secretary

DAW/akh

MINUTES

SPECIAL CALLED MEETING

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

Monday, February 23, 1981

A special called meeting of the Board of Trustees of Western Piedmont Community College was held on Monday, February 23, 1981, at 7:00 p.m. in the Board Room of the W. Stanley Moore Administration Building. Chairman Carr presided.

Members Present: Robert P. Carr, Chairman
C. Sam Brinkley
Robert B. Byrd
James B. Cates
Charles S. Digh
Allen W. Fullwood
H. D. Moretz
Mrs. E. W. Phifer, Jr.
Noah O. Pitts, Jr.
Donald E. Smith
Alice Smith

Members Absent: D. Holman Sigmon
Claude S. Sitton

Others Present: Wilmon H. Droze, President
Marla Carpenter, Reporter, Hickory Daily Record
Allen VanNoppen, Reporter, News Herald
Dorothy Whitener, Recording Secretary

The purpose of this meeting was to discuss the faculty concerns brought before the Board at the winter quarterly meeting on February 2, 1981.

Because the faculty concerns had been discussed in executive session, Mr. Moretz moved that this meeting with Dr. Droze go into executive session. Dr. Cates seconded the motion. The motion carried with one dissent.

Dr. Droze and the Trustees discussed the faculty concerns in executive session. No action was taken.

Upon returning the open meeting, the Board agreed to invite the members of the senior staff to appear before the Board to express any concerns they have about the administration of the College. The Board also agreed that this meeting should take place in approximately ten days. Chairman Carr would inform Dr. Droze of this meeting and they, in turn, would invite the senior staff to the meeting.

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The meeting adjourned at 9:30 p.m.

Respectfully submitted,

Robert P. Carr, Chairman

Dorothy Whitener

Dorothy Whitener, Recording Secretary

DAW/akh

Note: The meeting of the Board of Trustees and the senior administrators of the College was not held due to the decline of the senior administrators to appear before the Board.

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MINUTES

SPECIAL CALLED MEETING

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

Monday, March 16, 1981

CCD319

A special called meeting of the Board of Trustees of Western Piedmont Community College was held on Monday, March 16, 1981, at 7:00 p.m. in the Board Room of the W. Stanley Moore Administration Building. Chairman Carr presided.

Members Present: Mr. Robert P. Carr, Chairman
Mr. Robert B. Byrd
Dr. James B. Cates
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mr. H. D. Moretz
Mrs. E. W. Phifer, Jr.
Mr. Noah O. Pitts, Jr.
Mr. D. Holman Sigmon
Mr. Claude S. Sitton
Mr. Donald E. Smith
Ms. Alice Smith

Members Absent: Mr. C. Sam Brinkley

Others Present: Dr. Wilmon H. Droze, President
Ms. Marla Carpenter, Reporter, Hickory Daily Record
Mr. Steve Harris, Reporter, Unifour Independent
Mrs. Geneva Hiergesell, Reporter, WQXX/WMNC Radio
Mr. Allen VanNoppen, Reporter, News Herald

Upon motion by Mr. Charles S. Digh and a second by Mr. H. D. Moretz, the meeting of the Board of Trustees went into executive session to discuss personnel matters. After discussion of personnel matters was complete, Mr. Robert B. Byrd moved the Board return to open session. Mr. Noah O. Pitts, Jr. seconded the motion.

Upon returning to open session, Mr. Claude S. Sitton moved that the following passages of the Resolution Accepting Non-Renewal of Contract for Dr. Wilmon H. Droze, President of Western Piedmont Community College, be approved. Mr. Byrd seconded the motion. The motion passed unanimously.

RESOLUTION ACCEPTING NON-RENEWAL OF CONTRACT

WHEREAS, The Board of Trustees of Western Piedmont Community College in a special called meeting on March 16, 1981, was advised by Dr. Wilmon H. Droze, President of Western Piedmont Community College, that he did not wish his contract extended beyond June 30, 1981, and

WHEREAS, The Bylaws of the Board of Trustees of Western Piedmont Community College state that the Board of Trustees shall "Establish the basic qualifications for and appoint a President for such term and under such conditions as it may affix, such election to be subject to the approval of the State Board of Community College," and

WHEREAS, The General Statutes of North Carolina empower the Trustees of Western Piedmont Community College to elect a president, subject to standards established by the North Carolina State Board of Community Colleges, for such term and under such conditions as the Trustees may fix, subject to the approval of the North Carolina State Board of Community Colleges, therefore, be it

RESOLVED, That the Board of Trustees of Western Piedmont Community College hereby accepts Dr. Wilmon H. Droze's request and instructs the Chairman of the Board of Trustees to initiate plans immediately to form a committee to recruit, select, and recommend a qualified individual to replace Dr. Wilmon H. Droze, effective July 1, 1981.

BE IT FURTHER RESOLVED, That the Board of Trustees of Western Piedmont Community College hereby expresses its appreciation to Dr. Wilmon H. Droze for his services as President since July 1, 1979, and wish him, after his departure, success in his collegiate or other future endeavors.

Mr. Byrd moved that it behooves students, faculty, staff, administrators, Dr. Droze, the Board of Trustees, and the public at large to work together in a consensus of purpose, to revitalize and direct the College to educate the students in the College parallel, occupational and vocational programs. The motion was seconded by Mr. Allen W. Fullwood, Mr. D. Holman Sigmon, and Mrs. E. W. Phifer, Jr. The motion passed unanimously and with vigor.

There being no further business, the meeting adjourned at 8:05 p.m.

Respectfully submitted,

Mr. Robert P. Carr
Chairman

Anne K. Hodges

Mrs. Anne K. Hodges
Recording Secretary

MINUTES

SPRING QUARTERLY MEETING

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

April 27, 1981

CCD319

The Board of Trustees of Western Piedmont Community College held its Spring Quarterly Meeting on Monday, April 27, 1981, at 7:00 p.m. in the Board Room of the W. Stanley Moore Administration Building.

Members Present: Mr. Robert P. Carr, Chairman
Mr. C. Sam Brinkley
Dr. James B. Cates
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mr. H. D. Moretz
Mrs. E. W. Phifer, Jr.
Mr. Noah O. Pitts, Jr.
Mr. D. Holman Sigmon
Mr. Claude S. Sitton
Mr. Donald E. Smith
Ms. Alice Smith, Student Trustee

Members Absent: Mr. Robert B. Byrd

Others Present: Dr. Wilmon H. Droze, President
Dr. Jim Richardson, Vice President for Academic Affairs
Mr. Ken Clark, Vice President for Fiscal Affairs
Dr. Nancy Moore, Vice President for Student Services
Mr. Harold Olsen, Dean of Curriculum Programs
Mr. Richard Greene, Dean of Continuing Education
Mr. Jack Huss, Director, Natural Sciences & Mathematics
Mr. Robert Wilkins, Chairman, Faculty Senate
Ms. Marla Carpenter, Reporter, Hickory Daily Record
Mrs. Geneva Hiergesell, Reporter, WQXX/WMNC Radio
Mr. Allen VanNoppen, Reporter, The News Herald

Mr. Robert P. Carr called the meeting to order. Mr. Donald E. Smith gave the invocation.

Mr. Charles S. Digh moved that the Minutes of the February 2, February 23, March 16, 1981 Board of Trustees; February 2, February 26, March 23, 1981 Executive Committee; March 23, 1981 Finance Committee; and January 26, April 14, 1981 Buildings and Grounds Committee be approved. Dr. James B. Cates seconded the motion. Mr. H. D. Moretz noted that he was not present for the February 2, 1981 meeting of the Executive Committee as was written. The correction was made by the Recording Secretary.

Mr. Carr recognized Dr. Cates who wished to make a statement to the Board. The statement follows:

> In reference to Mr. Smith's comments in the minutes of the February 2, 1981 meeting of the Board of Trustees: "First, I believe it is a definite conflict of interest for Dr. Cates to serve in this capacity. He is presently serving as a County Commissioner and will sit in judgment on our budget in just a couple of months. Secondly, when he left this institution in 1978, he left owing us and the

State of North Carolina $4,322.00. While this Board did not force him to pay that amount, and as a matter of fact voted two different times to relieve him of this liability, it seems to me that it was a legal obligation and as such, should have been paid at that time by Dr. Cates."

I would like it entered into the minutes of this present meeting that Mr. Smith was stating his own conclusions--not that of the Board. The statement regarding a legal obligation is his own opinion. My personal attorney and the county attorney have both concurred that the body who had the legal authority to demand repayment of this amount excused the obligation once and after further receiving input from the State Attorney General, upheld their earlier decision for non-repayment.

Also, Mr. Smith states that "Dr. Cates is presently doing business with employees of this institution with the full concurrence of our Board. This certainly does represent a conflict of interest and Dr. Cates should recognize this and refuse the appointment."

I would like it entered in the minutes of this meeting that I have no conflict of interest in my annuity offering to the employees of the College since I am selling nothing to the College itself, and receiving no money from the College. In fact, I suspect that a number of members of this Board at one time or another have done business with employees of the College--either by selling oil, attorney's advice, retail sales, etc.

My own comment was: "Dr. Cates responded that there would be no future conflict of interest in regard to his insurance business." The legal advice I have received has determined that there is no conflict of interest by making available an annuity program to the College employees.

Dr. Wilmon H. Droze gave the report of the Executive Committee. He stated that the Committee met on three occasions: February 2, 1981; February 26, 1981 where the appointments of Mrs. Theresa Burkert as Director of the Learning Resources Center, Mr. Larry Garrison as Coordinator of Student Activities, and Mr. Tommy Hardy as Coordinator of Evening Activities were approved; and March 23, 1981 to act upon the Local Budget for 1981-82 and consider Ms. Brenda Dellinger and Mr. Albert Setzer for educational leave. Mr. Donald E. Smith moved that the Board of Trustees approve the actions taken by the Executive Committee. Mrs. E. W. Phifer, Jr. seconded, and the motion passed unanimously.

Mr. Smith reported that the actions of the Finance Committee would be discussed in detail during the course of this meeting.

Mr. Noah O. Pitts, Jr. asked Dr. Droze to report on the Buildings and Grounds Committee. Dr. Droze reported that the Committee held two meetings. On January 26, 1981, the Committee discussed the repair needs of the Colleg,e taking an extensive tour of the campus facilities. On April 14, 1981, the Committee discussed a staff report of future instructional space needs. Also, the Committee disucssed the planning of an arboretum and a greenhouse.

Mr. Claude S. Sitton stated that the Personnel Committee had not met and there was no report.

Dr. Droze brought to the attention of the members of the Board a memorandum from Mr. Ken Clark, Vice President for Fiscal Affairs, describing the budget meeting with Burke County Commissioners. He noted that the meeting was positive although no action was taken.

Dr. Droze informed the Board that he has yet to be informed of the State Budget for 1981-82. He stated that a 1.18 percent cut in funds for the Community College System was likely. One administrative position may have to be eliminated as a result of the reduction in funds. Also, Dr. Droze stated that a freeze on hiring was in effect for the College.

The Board was informed of the action taken by the Executive and Finance Committees on grants, donations and scholarships. Both Committees approved a total of $2,125.00 received from November 1, 1980.

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The Board reviewed a report of the 1980-81 Student Financial Aid. Dr. Droze noted that a substantial amount was administered to the students during the 1980-81 fiscal year.

Dr. Droze brought to the attention of the Board a demographics report prepared by the Division of Student Services. The report included the percentages of full-time and part-time students, male and female, and white and minority students along with enrollment by county figures.

The progress of the College Bookstore and Piedmont Vending Company, Inc. was reported by Dr. Droze. The Bookstore has offered students a 25 to 30 percent savingsin the purchase of used textbooks. Piedmont Vending is doing very well and continues to pay the College commission.

Dr. Droze informed the Board of two recommendations by the Athletic Council. Because of inadequate funds and facilities, the Council had recommended that Phase II of the Intercollegiate Athletic Program not be implemented. Phase I includes men's and women's basketball, tennis, golf and canoeing. Phase II included softball for men and women which would not be implemented. The second recommendation was a request by the Athletic Council that the Trustees procure funds to develop physical education and athletic facilities for the College.

Dr. Droze asked Dr. Jim Richardson, Vice President for Academic Affairs, to give a status report of projects and new curriculum programs which were anticipating implementation for the 1981-82 fiscal year. Dr. Richardson described the Hearing-Impaired Project, SACS - Self-Study Project, Cooperative

Education, Horticulture Program. Automotive Program, Carpentry/Light Construction Program, Industrial Maintenance, Banking and Finance, and Long-Range Planning in detail. He stated that these projects and porgrams would greatly attract students and eventually become self-supporting. He added that the programs would require additional space, and the need for a vocational building was necessary although rented facilities could be used.

Mr. C. Sam Brinkley asked that a priority list of the projects and programs be given to the members of the Board for review.

Dr. Droze commended Dr. Richardson on his informative report and stated that the Board would be informed of the progress of the programs.

Dr. Nancy Moore, Vice President for Student Services, reported on the Title III, Strengthening Developing Institutions Programs, grant. Due to a change in the guidelines establishing eligibility for the grant, Western Piedmont Community College was no longer classified as a developing institution. Dr. Moore met with the Title III Program Officer in Washington, D.C. in an effort to renegotiate We stern Piedmont's proposal to qualify as a developing institution. She stated that Western Piedmont was not the only institution that had to renegotiate. The proposal is being re-submitted. Dr. Moore was informed of programmatic changes and it was suggested that Western Piedmont develop a workshop for an administrative team consisting of Vice Presidents, Deans, the President, and members of the Board of Trustees to discuss management, leadership, and long-range planning of the College.

Dr. Droze reminded the Board members of the Annual Meeting of the North Carolina Trustees Association and the meeting of the Community College Congress to be held on May 5 through May 8, 1981. Mr. Moretz and Dr. Cates had made arrangements to attend, and anyone else wishing to attend could do so.

The Board members then heard a report on expenditures from Dr. Droze. The report consisted of a break-down of expenditures for the period ending March 31, 1981.

Mr. Noah O. Pitts, Jr. asked Dr. Droze to give a special report by the Buildings and Grounds Committee. Dr. Droze stated that the staff of the College had been engaged in a study of future instructional space requirements and the Buildings and Grounds Committee had recommended to inform the Board of Trustees of the need to secure federal revenue sharing funds for the space requirements. Mr. Digh moved that the Board of Trustees approve the recommendation of the Buildings and Grounds Committee. Mr. Moretz seconded, and the motion passed unanimously.

Dr. Droze also stated that the Buildings and Grounds Committee had recommended approval of the location and planning of an arboretum and a greenhouse pending architectural and engineering consultation. Dr. Droze asked Mr. Jack Huss, Director of the Division of Natural Sciences and Mathematics, to describe the details of the project.

With a map of the College, Mr. Huss pointed out the proposed locations of the arboretum and the greenhouse. The arboretum would be located in an area adjacent to the North Carolina School for the Deaf property line. The greenhouse would be located on the west side of "E" Building.

Mr. Sigmon moved that the Board of Trustees approve the recommendation of the Buildings and Grounds Committee pending a complete study of the details for the planning of the arboretum and the greenhouse. Mrs. Phifer seconded, and the motion passed without dissent.

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Mr. Sitton stated that the Committee on Changes to the By-Laws had not met and there was no report at this time.

Mr. Carr informed the Board of the membership of the Presidential Search Committee. They are: Mr. C. Sam Brinkley, Chairman; Mr. Robert B. Byrd; Mr. Charles S. Digh; Mr. Allen Fullwood; and Mrs. E. W. Phifer, Jr.

Mr. Carr also informed the Board that Ms. Alice Smith, student Trustee, was meeting with them for the last time. Ms. Smith announced that the officers of the Student Government Association for the 1981-82 academic year will be Mrs. Judy Roper, President; Ms. Valarie Dunst, Vice President; Ms. Hans AuBucho, Treasurer; and Ms. Jeannette Brown, Secretary. Ms. Smith expressed her deep appreciation to the Board and stated that she enjoyed serving on the Board of Trustees for the past year.

Mr. Brinkley moved that the Board of Trustees adopt a resolution of appreciation for Ms. Alice Smith. Mr. Pitts seconded, and the motion passed unanimously.

RESOLUTION OF APPRECIATION

WHEREAS, The Board of Trustees of Western Piedmont Community College takes official notice of the outstanding service of Ms. Alice Smith, who served as Student Trustee for the 1980-81 academic year, and

WHEREAS, She has generously devoted her time, energy and talent to the betterment of Western Piedmont Community College, and

WHEREAS, The Board of Trustees wishes to express its gratitude to Ms. Smith for her unselfish and dedicated service; Now therefore be it

RESOLVED, That this Resolution be presented to Ms. Smith and that a copy be made an official part of the Minutes of the April 27, 1981 meeting of the Board of Trustees.

Robert P. Carr, Chairman

Dr. Cates announced his disappointment over the fact that neither he nor Mr. Moretz were appointed to the Presidential Search Committee. He stated that both had expertise in the community college area and at least one should have been appointed.

Mr. Brinkley moved that the Board of Trustees go into Executive Session to discuss personnel matters. Mr. Pitts seconded, and the motion passed unanimously.

After returning to Open Session, Mr. Smith moved that Mr. Dennis Brockland, instructor in Police Science and Corrections, be offered a contract for the 1981-82 academic year. Mr. Brinkley seconded, and the motion passed unanimously.

Mr. Moretz moved that Dr. James A. Richardson, Vice President for Academic Affairs, be appointed as Acting President of Western Piedmont Community College, effective July 1, 1981, according to Article VI., Section 3 of the By-laws of the Board of Trustees of Western Piedmont Community College, and that he be given full authority until such time as a president has been selected by the Board of Trustees. Mr. Smith seconded, and the motion passed without dissent.

Mr. Smith moved that a resolution of appreciation be adopted for Dr. Wilmon H. Droze. Mr. Moretz seconded, and the motion passed unanimously.

There being no further business, the meeting adjourned at 9:00 p.m.

Respectfully submitted,

Robert P. Carr
Chairman

Anne K. Hodges
Anne K. Hodges
Recording Secretary

RESOLUTION IN HONOR
of
WILMON H. DROZE

Dr. Wilmon H. Droze became President of Western Piedmont Community College on July 1, 1979. At his request his term of office will end on June 30, 1981.

Under the direction of the late Dr. E. W. Phifer, Jr., Chairman of the Board of Trustees, and the late W. Stanley Moore, Chairman of the Presidential Search Committee, Dr. Droze was the unanimous choice of the search committee for President of Western Piedmont. He was selected to strengthen and revitalize the college and he has been faithful to this undertaking.

Dr. Droze has been a strong willed president. In areas of college administration where improvement was necessary he worked diligently to strengthen the position of the college. Where college interests were not being protected he took the action necessary to protect the interests of the college.

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He recognized that the excellent resources of Western Piedmont Community College should be utilized to the fullest extent possible to provide general education and technical training to prepare students for further education and for entry into the job market upon graduation.

To accomplish these goals he worked to maintain the excellency of the faculty. He encouraged further training of faculty members. He carefully reviewed candidates for instructional positions to ensure high standards of teaching. He worked to maintain a faculty that would give each student an opportunity to obtain a superior education.

He expanded the college curriculum to make the teaching resources of the college available to more students, particularly in those areas designed to prepare students for specialized jobs in institutions and industry requiring well-trained personnel.

For the past two years he has devoted his ability and energy to the improvement of Western Piedmont Community College. He leaves the college stronger than he found it. Many of the changes made by him are in the best interest of the college and will be continued.

We are grateful to him for his many contributions to the college and we thank him for his effective work as President during the past two year.

This the 9th day of June, 1981.

_____
Robert P. Carr, Chairman
Board of Trustees
Western Piedmont Community College

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

May 18, 1981

The Board of Trustees of Western Piedmont Community College held a special called meeting on Monday, May 18, 1981, at 7:00 p.m. in the Board Room of the W. Stanley Moore Administration Building.

Members Present: Mr. Robert P. Carr, Chairman
Mr. Robert B. Byrd
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mr. H. D. Moretz

Members Absent: Mr. C. Sam Brinkley
Dr. James B. Cates
Mrs. E. W. Phifer, Jr.
Mr. Noah O. Pitts, Jr.
Mr. D. Holman Sigmon
Mr. Claude S. Sitton
Mr. Donald E. Smith

Others Present: Dr. Wilmon H. Droze, President
Mr. Ken Clark, Vice President for Fiscal Affairs
Dr. Nancy Moore, Vice President for Student Services
Mr. Harold Olsen, Dean of Curriculum Programs
Mr. Richard Greene, Dean of Continuing Education
Ms. Dorothy Whitener, Staff member
Mr. Allen VanNoppen, Reporter, The News Herald

Mr. Robert P. Carr called the meeting to order at 7:10 p.m. He began the meeting by informing the Board of Trustees of the meeting of the Executive Committee on May 14, 1981. He explained that the Executive Committee moved to ask the Board of Trustees to discuss and determine the actions needed to present the funding needs of the College to the County Commissioners at the budget hearings on Wednesday, May 20, 1981. Mr. Carr also stated that the By-laws of the Board of Trustees provide that the Finance Committee of the Board of Trustees make the presentation to county officials on any matters relating to finance.

Dr. Wilmon H. Droze presented the Board of Trustees with the budget reduction recommendations from the County Commissioners Budget Committee. The primary reductions were administrative salary supplements, rental, and associated cost of the Bost Road facility. Dr. Droze informed the Board that he had prepared a presentation to the County Commissioners with the aid of several staff members of the College and asked that the Board of Trustees consider approval of the presentation.

Dr. Droze reviewed the following highlights of the presentation which recommended to the County Commissioners to reconsider:

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1. Appropriation of rental of the building located on Bost Road. This building is utilized for the Human Resources Development Program and Adult Basic Education Program, along with other self-improvement classes.

2. Utility costs.
$96,625 was requested for annual expenses for gas, water, sewer, and electricity. An appropriation of $81,565 was recommended by the County Commissioners. If there is an increase in utility costs the College would not be able to meet its obligations in this category.

3. Salary supplements.
$15,270 was requested for salary supplements. If these funds are not made available $9,270 would have to be allocated which would have gone to pay faculty and staff members.

4. Appropriation for the vocational educational building.
This facility is needed for new curriculums in direct response to identified and established service area needs.

5. Upgrading the elevators.
Upgrading is needed to meet expected state standards, to provide full accessibility to all buildings for handicapped students, and to eliminate a potentially dangerous control system.

6. Repair of tennis courts.
Preventive maintenance is needed in order to maintain the surface of the tennis courts to prevent complete rebuilding of the courts at a much greater cost.

Mr. Robert B. Byrd moved that the request for funds to repair the tennis courts be deleted from the budget presentation to the County Commissioners. Mr. Allen W. Fullwood seconded the motion.

After much discussion, the Board of Trustees agreed to inform the County Commissioners that funds to repair the tennis courts were needed but that the College would use other means of securing those funds.

Mr. H. D. Moretz moved that the Board of Trustees go into Executive Session. Mr. Fullwood seconded the motion.

After returning to Open Session, Mr. Carr stated that the Finance Committee of the Board of Trustees would make the budget presentation to the County Commissioners at the budget hearing on Wednesday, May 20, 1981. Because of Mr. Donald Smith's absence, Chairman of the Finance Committee of the Board of Trustees, Mr. Moretz would represent the Finance Committee at the hearings.

There being no further business, the meeting adjourned at 8:35 p.m.

Respectfully submitted,

Mr. Robert P. Carr, Chairman

Anne K. Hodges

Mrs. Anne Hodges, Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

June 25, 1981

CCD319

The Board of Trustees of Western Piedmont Community College held a special called meeting on Thursday, June 25, 1981, at 5:00 p.m. in the Board Room of the W. Stanley Moore Administration Building.

Members Present: Mr. Robert P. Carr, Chairman
Mr. C. Sam Brinkley
Mr. Robert B. Byrd
Mr. Allen W. Fullwood
Mr. H. D. Moretz
Mr. Claude S. Sitton

Members Absent: Dr. James B. Cates
Mr. Charles S. Digh
Mrs. E. W. Phifer, Jr.
Mr. Noah O. Pitts, Jr.
Mr. D. Holman Sigmon
Mr. Donald E. Smith

Others Present: Dr. Wilmon H. Droze, President
Dr. Jim A. Richardson, Vice President for Academic Affairs
Mr. Ken Clark, Vice President for Fiscal Affairs
Dr. Nancy Moore, Vice President for Student Services
Mr. Richard Greene, Dean of Continuing Education
Mr. Robert Wilkins, Chairman, Faculty Senate
Mr. Jack Huss, Director, Division of Natural Sciences and Mathematics
Ms. Lisa Damao, Reporter, Hickory Daily Record
Mr. Ron Garland, Reporter, The News Herald

Mr. Robert P. Carr called the meeting to order at 5:10 p.m.

Mr. Allen W. Fullwood moved that the Minutes of the May 18, 1981 meeting of the Board of Trustees be approved as written. Mr. Robert B. Byrd seconded, and the motion passed without dissent.

Dr. Wilmon H. Droze gave a report of the Buildings and Grounds Committee meeting on June 23, 1981. The Committee met to discuss bids for the installation of a new fire alarm system and accepted a low bid from Southern School Service, Incorporated of $15,655. This bid was $3,655 more than the funds appropriated for the project and additional funds from other sources will be obtained to supplement the appropriation. The Buildings and Grounds Committee recommends approval of the bid of $15,655 from Southern School Services, Incorporated.

The second action of the Buildings and Grounds Committee concerned the architectural plans for a greenhouse. Mr. Chester West, P.E., of Butler West Associates, P.A., was recommended by the Committee to do an architectural study of a greenhouse. Mr. West would be employed by the College for a sum of $500.00 to prepare a recommendation on the location and design of the greenhouse for the Buildings and Grounds Committee at a later date.

Mr. Byrd moved that the recommendations of the Buildings and Grounds Committee be approved. Mr. Fullwood seconded, and the motion pass unanimously.

Dr. Droze also reported on the actions of the Personnel Committee on June 23, 1981. The Committee reviewed proposed personnel changes, staffing of new programs, and discussed the salary plan for the Acting President. The Committee recommends that the College go forward with the plans effecting various personnel. The details of the plans would be discussed during Executive Session of the Board of Trustees.

Mr. Jack Huss, Director of the Division of Natural Sciences and Mathematics, gave a report on the Horticulture Program. Mr. Huss informed the Board of Trustees that the Horticulture Program had been approved by the Department of Community Colleges. The program would be for four quarters with a transfer option to Catawba Valley Technical College to acquire an Associate of Applied Science Degree in Horticulture or transfer from Catawba Valley Technical College to Western Piedmont to acquire the degree. The Horticulture Program will be implemented Fall Quarter, 1981 with classes beginning during late afternoon hours.

Mr. Carr requested that M. C. Sam Brinkley, Chairman of the Presidential Search Committe, give a status report on the Committee's progress. Mr. Brinkley informed the Board of Trustees that the Search Committee had met four times with the initial meeting held on April 29, 1981. During that meeting the Committee agreed on the following: applications would be received not later than July 15, 1981; a Doctorate Degree would be required; the public, faculty and staff, and students would be invited to submit guidelines for the qualifications of candidates and criteria to be used in the selection process; and position announcements would be sent to The Chronicle of Higher Education, the Employment Security Commission, Burke County NAACP, the Career Staffing Center, and the Staff Development Center of the Department of Community Colleges.

Mr. Brinkley also reported that the following persons had been appointed to the Presidential Search Advisory Committee: Mr. Grady Church, Division of Social and Behavioral Sciences; Mrs. Patricia Crumpler, Division of Health Sciences; Mr. Bill Shuffler, Director, Adult Basic Education; Mr. Earl Duncan, Director, Financial Aid; Mr. Gary Jennings, Coordinator, Medical Laboratory; Miss Angela Baker, student; and Mr. Robert Wilkins, Chairman of the Faculty Senate, who would serve as Chairman of the Advisory Committee.

Mr. Brinkley informed the Board of Trustees that 76 applications had been received. Approximately 28 applicants did not meet the minimum qualifications established by the Committee. The majority of applications received have been from North Carolina, Virginia, Pennsylvania, and Georgia.

Mr. H. D. Moretz requested that a copy of the qualifications and criteria for the selection of a president be given to each member of the Board of Trustees.

Mr. Carr expressed his appreciation to Mr. Moretz for his work on the Finance Committee of the Board of Trustees in presenting the College's local budget requests to the County Board of Commissioners, and also for his work with the County Commissioners on the renovation of the Jacquard Mills building. Mr. Moretz reported that he met with Dr. Jim Richardson, Mr. Harold Olsen, Mr. Richard Greene, and Mr. Jim Gordon, Chairman of the County Commissioners, and found Mr. Gordon to be very anxious to work with the College on the renovation project.

Mr. Brinkley expressed his deep appreciation to the members of the Presidential Search Committe and the Board of Trustees for their support during his chairmanship on both the Search Committee and the Board.

Mr. Byrd stated his appreciation to Mr. Brinkley for his work on the Board of Trustees for the past eight years, and his dedicated service to the College and the community. Also, Mr. Byrd expressed his appreciation for the dedicated service of Mr. Noah O. Pitts, Jr. to the Board of Trustees.

Mr. Byrd stated that arrangements had been made for the swearing in of Mrs. Martha Hemphill and Mrs. Elsie Childres, newly appointed members of the Board of Trustees, on Wednesday, July 1, 1981.

Dr. Droze informed the Board of Trustees that he had met with Mrs. Hemphill and Mrs. Childres for a tour of the College campus, and supplied them with a packet of various materials pertaining to the College. Both women were invited to the meeting of the Board of Trustees but were unable to attend.

Mr. Claude S. Sitton moved that the Board of Trustees approve the following Resolution of Appreciation for Mr. Brinkley. Mr. Fullwood seconded, and the motion passed unanimously.

RESOLUTION OF APPRECIATION

WHEREAS, The Board of Trustees of Western Piedmont Community College, in session on June 25, 1981, took official notice of the outstanding service of Mr. C. Sam Brinkley, who served as Chairman of the Board of Trustees from 1979 to 1980, and

WHEREAS, The Board of Trustees recognizes that Mr. Brinkley has served Western Piedmont Community College diligently and has made significant contributions to the progress and success of the College, and

WHEREAS, He has generously devoted his time and energy to the development of the College and to serving the educational needs of the people of North Carolina, therefore be it

RESOLVED, The Board of Trustees wishes to express its appreciation to Mr. Brinkley for his dedicated service to Western Piedmont Community College, and be it

RESOLVED FURTHER, That a copy of this Resolution be sent to Mr. Brinkley, and that a copy be made an official part of the Minutes of the June 24, 1981 meeting of the Board of Trustees.

/s/
Mr. Robert P. Carr, Chairman

Mr. Byrd stated that due to Mr. Brinkley's term to the Board of Trustees ending June 30, 1981, his hopes were that Mr. Carr would appoint another member of the Board to serve on the Presidential Search Committee, and also appoint a member of that Committee to serve as Chairman, in order that the Committee could continue working diligently.

Mr. Carr informed the Board of Trustees of the reappointment of Mr. Sitton by the Governor for an eight year term to end June 30, 1989.

Mr. Sitton moved that the Board of Trustees approve the following Resolution of Appreciation for Mr. Pitts. Mr. Byrd seconded, and the motion passed unanimously.

RESOLUTION OF APPRECIATION

WHEREAS, The Board of Trustees of Western Piedmont Community College, in session on June 25, 1981, took official notice of the outstanding contributions of Mr. Noah O. Pitts, Jr., and

WHEREAS, The Board of Trustees recognizes that Mr. Pitts contributed to the growth and development of Western Piedmont Community College, therefore be it

RESOLVED, The Board of Trustees wishes to express its gratitude to Mr. Pitts for his dedicated service to Western Piedmont Community College, and be it

RESOLVED FURTHER, That a copy of this Resolution be sent to Mr. Pitts, and that a copy be made an official part of the Minutes of the June 25, 1981 meeting of the Board of Trustees

/s/
Mr. Robert P. Carr, Chairman

Mr. Sitton moved that the Board of Trustees go into Executive Session. Mr. Brinkley seconded, and the motion passed unanimously.

Upon returning to Open Session, Mr. Byrd moved that Dr. Jim Richardson be employed as Acting President with the maximum salary allowance according to the Presidential Salary Schedule under the new State Budget as long as he serves in that capacity. Mr. Brinkley seconded, and the motion passed unanimously.

There being no further business, the meeting adjourned at 6:45 p.m.

Respectfully submitted,

Robert P. Carr, Chairman

Anne K. Hodges

Anne K. Hodges, Recording Secretary

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MINUTES

EXECUTIVE SESSION

BOARD OF TRUSTEES

June 25, 1981

In Executive Session, Dr. Wilmon H. Droze presented the Board of Trustees with an analysis of position vacancies and reallocation of funds for existing and planned new programs for the 1981-82 fiscal year. On June 23, 1981, the Personnel Committee of the Board of Trustees recommended that the analysis be approved and taken to the Board. Dr. Droze asked Dr. Jim Richardson, Vice President for Academic Affairs, to present the analysis to the Board.

Dr. Richardson outlined the position vacancies with proposed replacements to maintain present programs offered at the College. Dr. Richardson also outlined projected expansion of existing programs, new programs, and proposed projects based on anticipated funding for the 1981-82 fiscal year. These funds will come available on June 1st or at the beginning of the federal fiscal year on October, 1981.

Mr. H. D. Moretz moved that the Board of Trustees accept the recommendation of the Personnel Committee and approve the continuation process for advetisement of available positions as they become vacant and funding sources come available for such positions. Mr. Allen W. Fullwood seconded, and the motion passed unanimously.

Dr. Richardson was dismissed from Executive Session in order that the Board of Trustees could discuss his salary as Acting President to begin June 1, 1981.

Mr. Ken Clark informed the Board that he had received a letter from Mr. Tom King, Vice President for Financial and Administrative Services of the Department of Community Colleges, and Mr. King suggested that the Board should negotiate with Dr. Richardson for the 1981-82 salary for the Vice President for Academic Affairs and add to that salary the compensation that he is to receive for serving as Acting President. The additional compensation paid for Acting President will be allotted from the funds for the President's position; however, Mr. King will try to get the whole salary covered from the Presidential allottment.

After some discussion, it was decided that Dr. Richardson be awarded the maximum salary allowance according to the Presidential Salary Schedule under the new State Budget as long as he serves as Acting President of the College.

Mr. Byrd moved that the Board of Trustees return to Open Session. Mr. Brinkley seconded, and the motion passed unanimously.

Respectfully submitted,

Robert P. Carr, Chairman

Anne K. Hodges

Anne K. Hodges, Recording Secretary

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MINUTES

SUMMER QUARTERLY MEETING

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

Monday
August 10, 1981

CCD319

The Board of Trustees of Western Piedmont Community College held its Summer Quarterly Meeting on Monday, August 10, 1981, at 7:30 p.m. in the Board Room of the W. Stanley Moore Administration Building. Mr. Robert P. Carr, Chairman, presided. Mr. Ken Clark gave the invocation.

Members Present: Mr. Robert P. Carr, Chairman
Mr. Robert B. Byrd
Dr. James B. Cates
Mrs. Elsie Childres
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. H. D. Moretz
Mrs. E. W. Phifer, Jr.
Mr. Claude S. Sitton
Mrs. Judy Roper, Student Trustee

Members Absent: Mr. D. Holman Sigmon
Mr. Donald E. Smith

Others Present: Dr. Jim A. Richardson, Acting President
Mr. Ken Clark, Vice President for Fiscal Affairs
Dr. Nancy Moore, Vice President for Student Services
Mr. Harold Olsen, Dean of Curriculum Programs
Mr. Richard Greene, Dean of Continuing Education
Ms. Marla Carpenter, Reporter, The Hickory Daily Record
Mr. Stephen Harris, Reporter, The News Herald
Ms. Jane Grady, Reporter, WMNC/WQXX Radio Stations
Miss Dorothy Whitener, Recording Secretary

MINUTES

The minutes of the meetings held on April 27, May 18, and June 25, 1981, were approved unanimously after a motion was made by Mr. Sitton and seconded by Mr. Digh.

EXECUTIVE COMMITTEE REPORT

At the request of Mr. Carr, Dr. Richardson, Acting President, reviewed the actions of the Executive Committee. On April 27 the committee approved the total sum of $2,125.00 in grants, donations and scholarships received since November 1, 1980, and heard a positive report on the county commissioners' budget hearing. At the May 14 meeting the committee approved an architectural study not to exceed $500.00 for a greenhouse and an arboretum to be located on the west side of "F" Building. A joint meeting of the Personnel Committee and the Executive Committee was held on July 17. The following items were approved: (1) that the administration of the College study the fee schedule

for the use of institutional facilities; (2) a 3.89 percent increase for state allotted positions appropriated by the legislature for 1981-82; (3) the appointments of Mr. Larry Clark to Director of Planning and Research, Mr. Robert Wilkins to Director of Cooperative Education and Industrial Services, Miss Louise Austin to Director of Personnel Services, Miss Jane Jeffrey for a one-year leave of absence, Miss Cindy Voegeli as Coordinator/Counselor for the Hearing Impaired Project, and Mr. Steve Martinat as Counselor; and (4) the combining of the Division of Social and Behavioral Sciences with the Division of Communications, Humanities, and Fine Arts to be under the direction of Mr. George Fouts.

Just prior to the Board meeting, the Executive Committee met on August 10 and approved recommending to the Board a Mission and Goals Statement and the changing of the grade point average to 1.5 as a minimum requirement for an athlete. Mr. Byrd moved the actions of the Executive Committee be approved. Mr. Fullwood seconded the motion and there was no dissent.

GRADE POINT AVERAGE REQUIREMENT FOR ATHLETES

A discussion regarding the grade point average requirement led to a motion by Mr. Byrd to require a freshman athlete to have a grade point average of 1.5 and a sophomore athlete to have a grade point average of 2.0. Discussion revealed the 1.5 and 2.0 requirement was discriminating between freshman and sophomore students. Dr. Cates then moved that Mr. Byrd's motion be amended to require a 1.5 grade point average of all athletes. Further discussion led to a motion by Mr. Byrd to go into executive session to discuss the athletes. Mr. Moretz seconded the motion. The motion passed unanimously.

Upon returning to open meeting Mr. Sitton moved the Mission and Goals Statement and the 1.5 grade point average requirement of athletes participating in sports be approved. The motion was seconded. There being a division of Trustees, Mr. Carr asked for a show of hands on the amendment. Three voted affirmative and six voted negative on the amendment. The amendment failed. The Trustees then voted six to three in favor of a grade point average of 1.5 for freshman students and a grade point average of 2.0 for sophomore students who participate in sports.

MISSION AND GOALS STATEMENT

The Board adopted the following Mission and Goals Statement:

WESTERN PIEDMONT COMMUNITY COLLEGE

MISSION

Western Piedmont Community College is a two-year college with an open door admission policy and a comprehensive educational program. Our mission is to provide adults in this service area with quality, economical, and convenient learning opportunities consistent with identified student and community needs.

GOALS

* To provide education programs and courses in adult basic education, high school completion, and community services.

* To provide vocational education programs and courses for those students desiring to prepare for a skilled trade or upgrade themselves in a present job.

* To provide technical education programs and courses that meet the occupational needs of individuals in the region.

* To provide transferable college-level programs and courses for those students desiring to attend a senior college or university.

* To provide special occupational training or upgrading programs and services for area agencies, business, and industries.

* To provide counseling, career guidance, job placement services, and other programs essential to developing the potential of individual students.

* To maintain effective and cooperative relationships with the schools, colleges, universities, government agencies, and employers in the region.

* To maintain sound fiscal management practices that provide the resources necessary to achieve the institution's stated objectives.

Adopted August 10, 1981.

/s/
Jim A. Richardson, Acting President
Western Piedmont Community College

/s/
Robert P. Carr, Chairman
Board of Trustees
Western Piedmont Community College

BOARD MEETINGS MAY 18 AND JUNE 25, 1981

Because a quorum was not present at the May 18 and June 25 meetings of the Board of Trustees, Mr. Sitton made the motion that the actions of the Trustees present at those meetings be approved by the Board. Mr. Moretz seconded the motion and it passed unanimously.

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BUILDINGS AND GROUNDS COMMITTEE REPORT

Mr. Carr asked Dr. Richardson to make a report of the Buildings and Grounds Committee. Dr. Richardson informed the Board that all actions of the committee had been approved by the full Board at a special called meeting on June 25, 1981.

FINANCE COMMITTEE REPORT

The Finance Committee report was given by Mr. H. D. Moretz. The committee met prior to the Board meeting and approved the budget for the 1981-82 fiscal year. The following budget summary was recommended to the Board of Trustees for approval:

State Current Fund		$2,869,781.00
County Current Fund		404,401.00
Plant Fund		206,816.48
Institutional Funds		735,527.09
	Total Budget	$4,216,525.57

Mr. Digh moved the budget be accepted. Mr. Moretz seconded the motion. There was no dissent. Mr. Moretz commended the College staff for putting the budget together in such a short period of time.

PERSONNEL COMMITTEE REPORT

Mr. Sitton, Chairman of the Personnel Committee, reported that Mr. Jerry Rowland, Fire Science instructor had resigned. The Personnel Committee made the following recommendations: (1) the appointment of Dr. Charles Edwin Waters as Director of the Division of Business Education and Engineering Sciences; (2) that L. Charles Heavner be changed from the Director of the Division of Engineering Sciences to Coordinator of Industrial Engineering; (3) that Gary L. Jennings be changed from the Coordinator of the Medical Laboratory Technology Program to the Director of the Division of Health Sciences; (4) the re-appointment of Audrey Olson as Visiting Artist; and (5) the appointment of MaryAnn Greenway as Supernumerary Instructor in Nursing. After a short discussion Mr. Sitton made the motion that Dr. Waters be appointed as recommended. Mr. Digh seconded the motion. Dr. Cates cast the only dissenting vote. Mrs. Phifer then made the motion that the remaining personnel recommendations be approved. Mr. Fullwood seconded the motion and there was no dissent.

FUTURE BOARD MEETINGS

In regard to the remaining vacant positions in the College. Dr. Richardson inquired how the Board wanted to handle these forthcoming recommendations between now and September 1. At this time Mr. Byrd brought

up the fact that the Board does not meet often enough to conduct the business of the College. Mr. Carr informed the Board of the results of a recent survey of the Board members regarding meetings. The results were so mixed that they were not conclusive. Mr. Byrd then moved the Board meet again in September at 7 a.m. on the campus on a date established by the Board chairman. Mrs. Hemphill seconded the motion and there was no dissent. Mr. Carr informed the Board that he would adjourn the meeting if there was not a quorum present at 7:05 a.m.

REPORT OF THE PRESIDENT

Financial Report. Dr. Richardson asked Mr. Ken Clark, Vice President for Fiscal Affairs, to give a financial report. The total departmental budget showed that $27,800 was expended and $8,632.55 was reverted back to the state by the College for the fiscal year 1980-81. Grants, donations and scholarships received between April 1 and June 30, 1981, were $520. The Bookstore Operation showed an outstanding year and is expected to do well in the coming year due to the change in operations. Mr. Fullwood moved that the grants, donations, and scholarships be received. Mrs. Hemphill seconded the motion. The motion passed unanimously.

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Other Information. A further Report of the President given by Dr. Richardson, Acting President, was that Jerry Rowland, Fire Science Instructor, and Diann Tate, Library Technician, had resigned. Also, a report on the use of institutional facilities would be given at the next meeting.

Holiday Leave Schedule. Dr. Richardson recommended that the College be closed December 19, 1981, through January 3, 1982, for energy conservation purposes during the Christmas Holidays. December 23, 24, 25, and January 1 would be charged as holidays to the faculty and staff. The other days would be charged to administrative leave for the regular staff. This would bring staff holiday time more in line with the faculty holiday schedule. The change would also eliminate the necessity of reducing vacation time if accrued vacation has not been earned by the staff member. Discussion led to a motion by Mr. Fullwood to refer the holiday leave recommendation to the Personnel Committee of the Board for their review and recommendation. Mrs. Hemphill seconded the motion and the motion carried.

Announcements. The Trustees were reminded by Dr. Richardson that they were invited to the Western Piedmont Foundation, Inc. dinner meeting on Wednesday, August 12, 6:30 p.m., at the Holiday Inn in Morganton. New programs were briefly discussed. Also, Dr. Richardson passed out an agenda

of the faculty/staff orientation to be held on Tuesday, September 1. Trustees and spouses are invited guests to the covered dish dinner at 6 p.m. at the College Lake on September 1.

For their information, Dr. Richardson told the Trustees there were several positions to be filled on the faculty due to resignations, new programs, and additional federal funding.

County Commissioners' Request. Mr. Carr informed the Board that the county commissioners had requested a copy of the Western Piedmont Community College Board of Trustees By-laws; a listing of current members with addresses, telephone numbers, expiration of term and person serving as chairman; and copies of all future minutes. Discussion led to the motion by Mrs. Hemphill to send the By-laws and the current listing of Trustees as requested, but not to send the minutes of future meetings. Mr. Byrd seconded the motion and the motion passed without dissent. Mr. Sitton requested that Dr. Cates relay the message to the county commissioners regarding the request.

PRESIDENTIAL SEARCH COMMITTEE

At Mr. Carr's request, Mrs. E. W. Phifer, Jr., Chairperson of the Presidential Search Committee, made the following report:

> The Search Committee met eight times with the initial meeting being held on April 29, 1981.
>
> A Presidential Search Advisory Committee, consisting of seven faculty, staff, and students, was appointed on June 2, 1981. The members of the Advisory Committee are: Mr. Bob Wilkins, Chairman, Faculty Senate; Miss Angela Baker, student; Mr. Grady Church, instructor; Mrs. Patricia Crumpler, instructor; Mr. Earl Duncan, administrator; Mr. Gary Jennings, instructor; and Mr. Bill Shuffler, administrator.
>
> On July 7, 1981, the Search Committee agreed that the Advisory Committee would recommend twelve unranked candidates for consideration, and that the Search Committee have the authority to add up to, but not more than three additional candidates for a total of fifteen to be considered. It was also agreed upon that the Search Committee would recommend eight candidates to the Board of Trustees.
>
> The deadline for applications was July 15, 1981. We received one hundred applications and six nominations. One person withdrew his application and two people did not accept the nomination, which gave us a total of one hundred and three applicants to be considered.
>
> On July 28, 1981, Mr. Robert Wilkins, Chairman of the Presidential Advisory Committee, submitted a list of twelve unranked candidates for consideration by the Search Committee. The Search Committee met again on August 1, 1981, reviewed the twelve applicants, added three additional applicants to the list, then narrowed the field to eight candidates with two alternates in the event that one of the twelve candidates withdrew his name from consideration.
>
> Each of you has received resumes of the eight applicants along with the resumes of the two alternates. The Search Committee will now await further instructions from the

Chairman of the Board of Trustees.

The eight candidates are: Dr. Jim A. Richardson, Dr. Kenneth E. Shibata, Dr. Charles M. Temple, Dr. Roland C. Tuttle, Jr., Dr. William Ramsey, Dr. Wendell Patton, Dr. Winfred B. Howsman, Jr., and Dr. Ralph Hall.

The two alternates are Dr. Dan Moore and Dr. Collie Coleman.

Mr. Byrd informed the Board that Dr. Dan Moore was not the son of the former Governor Dan Moore as erroneously announced by The News Herald. Mr. Byrd commended the Presidential Search Committee and their chairperson for bringing eight candidates who qualify on paper to the Board for consideration. Mr. Carr expressed his appreciation to the committee, also. Mr. Carr informed the Board that they needed to discuss how to proceed further on the Presidential search. Mrs. Hemphill moved that the Board go into executive session for the purpose of discussing the resumes of the eight candidates. Mr. Moretz seconded the motion and there was no dissent.

CCD319

EXECUTIVE SESSION

Upon returning to open meeting Mr. Carr announced the full Board had agreed to meet Thursday, August 13, 1981, at 7 a.m. in the College Cafeteria for a breakfast meeting to discuss the resumes of the eight candidates in executive session. No action was taken in executive session.

The meeting adjourned at 9:45 p.m.

Respectfully submitted,

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Robert P. Carr
Chairman

_____

Dorothy Whitener
Recording Secretary

DAW/akh

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

SPECIAL CALLED MEETING

August 13, 1981

CCD319

The Board of Trustees of Western Piedmont Community College held a Special Called Meeting at 7 a.m., Thursday, August 13, 1981, in room 23 of "G" Building on the campus of Western Piedmont Community College. The purpose of the meeting was to discuss the eight candidates for the position of President of the College. Mr. Robert P. Carr, Board Chairman, presided.

Members Present: Mr. Robert P. Carr, Chairman
Mr. Robert B. Byrd
Dr. James B. Cates
Mrs. Elsie Childres
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. H. D. Moretz
Mrs. E. W. Phifer, Jr.
Mr. Claude S. Sitton
Mr. Donald E. Smith
Mrs. Judy Roper

Members Absent: Mr. D. Holman Sigmon

Others Present: Miss Dorothy Whitener, Recording Secretary

Upon assembling, motion was duly made, seconded, and passed that the Board go into executive session on the grounds that personnel matters were to be discussed, with action, if any, to be taken in open meeting following the executive session.

The Board discussed the eight candidates submitted by the Presidential Search Committee for consideration as president of the College.

Upon returning to open session, the Board agreed to have Mrs. Phifer, Chairperson of the Presidential Search Committee, contact Dr. Kenneth Shibata, Dr. William Ramsey, Dr. Wilfred Howsmon, Jr., Dr. Ralph Hall, and Dr. Jim A. Richardson and arrange interviews with the Board as soon as possible. Should any of the prospective interviewees decline an interview, the consensus of the Board was to interview at least three candidates who are seriously interested in the position. The Board would reconvene to further discuss the matter if more than two candidates were not interested.

Other business discussed was two personnel recommendations from the administration. Mr. Digh moved that Mrs. Georgie Willford be appointed supernumerary instructor in business education. Mr. Smith seconded the motion. The motion passed with Dr. Cates dissenting. Mr. John Whiteheart was unanimously approved by the Board to change from an English instructor to a business instructor for one academic year and that the Board review the decision if Mr. Whiteheart is recommended for continuation as a business instructor after an evaluation.

The meeting adjourned at 7:50 a.m.

Respectfully submitted,

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Robert P. Carr, Chairman

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Dorothy Whitener, Recording Secretary

MINUTES

SPECIAL CALLED MEETING

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

August 31, 1981

The Board of Trustees of Western Piedmont Community College held a special called meeting on Monday, August 31, 1981, at 7:05 a.m. in Room 23 of "G" Building.

Members Present: Mr. Robert P. Carr, Chairman
Mr. Robert B. Byrd
Dr. James B. Cates
Mrs. Elsie H. Childres
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. H. D. Moretz
Mrs. E. W. Phifer, Jr.
Mr. Claude S. Sitton
Mrs. Judy Roper, Student Trustees

Members Absent: Mr. D. Holman Sigmon
Mr. Donald E. Smith

Others Present: Dr. Jim A. Richardson, Acting President
Ms. Louise Austin, Director of Personnel Services
Mr. Bob Boggs, Reporter, Hickory Daily Record
Mr. Stephen Harris, Reporter, The News Herald
Mrs. Anne K. Hodges, Recording Secretary

The Board of Trustees heard a report of the Personnel Committee meeting held prior to the Board meeting. Mr. Sitton moved that the Board of Trustees approve the recommendation of the Personnel Committee to close Western Piedmont Community College from December 21, 1981 through January 1, 1982 for Christmas vacation but not allow College personnel to take six of those days as vacation days as was requested by the Administration of the College. Mr. Digh seconded.

Dr. Cates moved to table the motion. Mr. Moretz seconded. There being a division of Trustees, Mr. Carr asked for a show of hand on the motion. Five voted affirmative and four voted negative to table the motion.

Dr. Richardson recommended the following women to be appointed to the staff of Western Piedmont Community College:

Ms. Sandra Lynn Ballard, Supernumerary Instructor in English/Humanities
Ms. Brenda Sue Hamrick, Supernumerary Instructor in English/Humanities
Mrs. Margaret Ann McKinney, Coordinator of the Writing Laboratory
Mrs. Martha Q. McDougal, Supernumerary Instructor in Nursing

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Upon motion by Mr. Fullwood, with a second by Mr. Sitton, the appointments were unanimously approved.

Dr. Richardson informed the Board of the appointment of Mr. Russell Gaylord as part-time instructor in the Horticulture Program.

Mr. Carr moved that the Board go into Executive Session. Mr. Sitton seconded, and the motion passed.

Respectfully submitted,

Robert P. Carr, Chairman

Anne K. Hodges

Anne K. Hodges, Recording Secretary

MINUTES

SPECIAL CALLED MEETING

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

September 4, 1981

CCD319

The Board of Trustees of Western Piedmont Community College held a special called meeting on Friday, September 4, 1981, at 7:00 a.m. in room 23 of "G" Building.

Members Present: Mr. Robert P. Carr, Chairman
Mr. Robert B. Byrd
Dr. James B. Cates
Mrs. Elsie H. Childres
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. H. D. Moretz
Mrs. E. W. Phifer, Jr.
Mr. Claude S. Sitton
Mr. Donald E. Smith
Mrs. Judy Roper, Student Trustee

Members Absent: Mr. D. Holman Sigmon

Others Present: Ms. Jane Grady, Reporter, WMNC/WQXX Radio
Mrs. Anne K. Hodges, Recording Secretary

Mr. Carr called the meeting to order. Mr. Byrd moved the Minutes of August 31, 1981 be approved. Mr. Moretz seconded. Mr. Carr noted that the Minutes needed to be corrected where he was reported making the motion to go into Executive Session. Mr. Fullwood had made the motion. The coorection was made.

Mr. Fullwood moved that the Board go into Executive Session to discuss personnel matters. Mr. Digh seconded, and the motion passed.

During Executive Session the Board of Trustees heard reports from Mr. Moretz and Mrs. Childres on their visit to Raleigh to speak with colleagues, supervisors, and persons with knowledge of Dr. Jim Richardson.

The Board also heard reports from Mr. Sitton and Mrs. Hemphill concerning their talks with persons knowing Dr. Ralph Hall.

After a general discussion, Dr. Richardson was asked to answer questions by the Board of Trustees. Dr. Richardson was then excused.

Mr. Byrd moved that the Board return to Open Session. Mr. Moretz seconded, and the motion passed.

Reporters Jane Grady from WMNC/WQXX, Bob Boggs from The Hickory Daily Record, and Stephen Harris from The News Herald were invited to joint the Board of Trustees for release of information to the press.

Mrs. Phifer moved that Dr. James A. Richardson be appointed as President of Western Piedmont Community College at a salary to be negotiated. Mr. Sitton seconded and the motion passed unanimously.

Mr. Byrd moved that an amendment be made to the motion that Dr. Richardson be hired for a four-year term and the terms of the agreement be in writing. Mrs. Childres seconded. The amendment passed ten to two.

Mr. Moretz moved that an amendment be made to the amendment that in lieu of the words "four-year:, Dr. Richardson's contract be on an annual basis. The motion failed.

Mr. Carr called Dr. Richardson to the meeting and informed him of his appointment as President. Dr. Richardson stated that he was honored by the appointment and would represent the College in the best fashion.

It was agreed by the Board that the Finance Committee of the Board of Trustees would meet to discuss negotiating Dr. Richardson's salary with the County Board of Commissioners subject to approval of the Board.

Mr. Digh and Mr. Byrd expressed their appreciation to Mrs. Phifer for her work as chairman of the Presidential Search Committee and congratulated her for a job well done.

Mr. Byrd moved that the meeting be adjounred. Mr. Fullwood seconded, and the meeting adjourned at 8:15 a.m.

Respectfully submitted,

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Robert P. Carr, Chairman

Anne K. Hodges
Anne K. Hodges, Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

FALL QUARTERLY MEETING

November 2, 1981

CCD319

The Board of Trustees of Western Piedmont Community College held its Fall Quarterly Meeting on Monday, November 2, 1981, at 7:00 p.m. in the Board Room of the W. Stanley Moore Administration Building. Chairman Robert P. Carr presided. Mr. H. D. Moretz gave the invocation.

Members Present: Mr. Robert P. Carr, Chairman
Dr. James B. Cates
Mrs. Elsie H. Childres
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. H. D. Moretz
Mrs. E. W. Phifer, Jr.
Mr. Claude S. Sitton
Mr. Donald E. Smith
Mrs. Judy Roper, Student Trustee

Members Absent: Mr. Robert B. Byrd
Mr. D. Holman Sigmon

Others Present: Dr. Jim A. Richardson, President
Mr. George Fouts, Vice President for Academic Affairs
Mr. Ken Clark, Vice President for Fiscal Affairs
Dr. Nancy Moore, Vice President for Student Services
Mr. Richard Greene, Dean of Curriculum and Continuing Education
Mr. Harold Olsen, Assistant to the President
Ms. Ruth Thomas, Faculty Member
Mr. Stephen Harris, Reporter, The News Herald
Mrs. Anne Hodges, Recording Secretary

Consideration and Disposition of the Minutes. Mr. Digh moved that the Minutes be approved as distributed. Mrs. Phifer seconded, and the motion passed.

Report of the Executive Committee. Dr. Richardson reported that the Executive Committee recommended approval of a Budget Resolution, three budget transfers, and two budget revisions for the 1981-82 fiscal year. The Committee also recommended four salary adjustments of College personnel. Mrs. Phifer moved that the Board of Trustees approve the recommendations of the Executive Committee. Mr. Moretz seconded, and the motion passed.

Dr. Richardson also reported that the Executive Committee recommended approval of a revised policy on the Use of Institutional Facilities. Mr. Fullwood moved that the recommendation be approved. Mr. Sitton seconded, and the motion passed.

Report of the Buildings and Grounds Committee. Dr. Richardson informed the Board of Trustees that the Buildings and Grounds Committee recommended to do away with the Traffic Rules and Regulations Manual and open parking lots to faculty, staff, students and visitors on a first come first serve basis, and cease to sell parking stickers. Mr. Moretz moved that the recommendation be approved. Mrs. Childres seconded, and the motion passed.

Report of the Finance Committee. Mr. Smith reported that items from the Finance Committee would be discussed later in Executive Session.

Report of the Personnel Committee. Mr. Sitton stated that a report would be given in Executive Session.

Report of the President. Dr. Richardson requested that Mr. Ken Clark give a report on the Greenhouse. Mr. Clark reported that a grant from the Z. Smith Reynolds Foundation is pending but the College budget would allow for the greenhouse. Solar construction would be applied if the grant is approved.

Dr. Nancy Moore gave a report on College enrollment for Fall 1981. Total enrollment by curricula was 1,752, a record enrollment.

Mr. George Fouts reported that during Winter Quarter the College was stressing more diversified courses in both Continuing Education and Curriculum to meet the demands of area citizens.

Dr. Richardson reminded the Trustees of the North Carolina Trustees Association meeting in Asheville on November 9, 1981 and the Long-Range Planning Workshop in Montreat on November 13 and 14. A good number of Trustees requested to attend both meetings.

Mr. Ken Clark described the grants, donations and scholarships received for the period July 1, 1981 through September 30, 1981. Mr. Sitton moved that the report totaling $1,634.90 be approved. Mrs. Hemphill seconded, and the motion passed.

Mrs. Anne Hodges gave a report on the Reception and Ball in honor of Dr. Richardson to be held on November 20, 1981. Response has been good from various faculty and staff members, special friends of Dr. Richardson's, and members of the College community.

Consideration of Christmas Vacation Schedule. Dr. Richardson reuqested that Mr. Ken Clark report to the Trustees on the Christmas Vacation Schedule. Mr. Clark recommended that the Board adopt a policy stating that the week of Christmas be states as a holiday week and New Year's Day also a holiday. Mrs. Hemphill moved that the week of Christmas be stated as holidays with no vacation days charged against College personnel, and January 1 be stated as a holiday. Dr. Cates seconded, and the motion passed with Mr. Fullwood giving the dissenting vote.

Consideration of Monthly Meetings of the Board of Trustees. The Board of Trustees agreed to have monthly meetings on the first Monday of each month unless otherwise stated.

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Report of the Nominating Committee. Mr. Sitton, Chairman of the Nominating Committee, was requested to serve as Acting Chairman of the Board of Trustees during the nominations. Mr. Sitton openend the nominations. Mrs. Phifer nominated Mr. Carr as Chairman. Mr. Moretz seconded, and the motion passed unanimously. Mrs. Phifer nominated Mr. Sigmon as Vice Chairman. Mr. Digh seconded. Mr. Moretz nominated Mrs. Hemphill as Vice Chairman. Dr. Cates seconded. With a five to four vote, Mr. Sigmon was named Vice Chairman. Mr. Carr appointed Mr. Sitton to serve as Secretary of the Board of Trustees.

Other Business. Mrs. Hemphill commented on the procedure of changing policies by the Board of Trustees. She suggested a committee be appointed to develop a policy on how policies are to be changed. Mr. Carr appointed the By-laws Committee to work with Mr. Harold Olsen on policy changes and present their recommendations to the Board of Trustees at the next Quarterly Meeting.

Executive Session. Mr. Smith moved that the Board of Trustees go into Executive Session. Mr. Sitton seconded, and the motion passed.

Upon returning to Open Session, Mr. Fullwood moved that the Board of Trustees abolish the tenure policy, using a grandfather clause conferring de facto tenure to those currently tenured or in tenure track, with de facto genure being interpreted that persons with such tenure can be terminated only for cause, or with twelve months notice when the position is to be terminated. Therefore, those currently tenured or in tenure track will have all rights, privileges, and responsibilities previously granted by the Board of Trustees of Western Piedmont Community College. Thus, the Board of Trustees will recognize de facto tenure as a condition of employment; however, the Board will no longer recognize the Tenurial Faculty as an official

body of the College. Instead, the Faculty Association will be recognized as the official voice of all faculty. Mrs. Phifer seconded, and the motion passed with Dr. Cates giving the dissenting vote.

Mr. Moretz moved that the appointments of George Fouts as Acting Vice President for Academic Affairs, Richard Greene as Dean of Curriculum and Continuing Education, and Harold Olsen as Assistant to the President/Special Projects, be approved. Mrs. Hemphill seconded, and the motion passed unanimously.

Mr. Smith moved that the Board of Trustees recommend to the County Commissioners that a supplement of $5,000 be awarded Dr. Richardson pro rate the time of the employment as President. Mrs. Hemphill seconded, and the motion passed unanimously.

There being no further business, Mrs. Hemphill moved that the meeting be adjourned. Mrs. Childres seconded, and the meeting adjourned at 9:15 p.m.

Respectfully submitted

Robert P. Carr, Chairman

Anne K. Hodges

Anne K. Hodges, Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

SPECIAL MONTHLY MEETING

December 10, 1981

The Board of Trustees of Western Piedmont Community College held its special monthly meeting on Thursday, December 10, 1981, at 7 p.m. in the Board Room of the W. Stanley Moore Administration Building. Chairman Robert P. Carr presided.

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Members Present: Mr. Robert P. Carr, Chairman
Mr. Robert B. Byrd
Dr. James B. Cates
Mrs. Elsie H. Childres
Mr. Charles S. Digh
Mrs. Martha G. Hemphill
Mr. H. D. Moretz
Mrs. E. W. Phifer, Jr.
Mr. D. Holman Sigmon
Mr. Claude S. Sitton
Mr. Donald E. Smith
Mrs. Judy Roper, Student Trustee

Members Absent: Mr. Allen W. Fullwood

Others Present: Dr. Jim A. Richardson, President
Mr. George M. Fouts, Acting Vice President for Academic Affairs
Mr. Ken Clark, Vice President for Fiscal Affairs
Dr. Nancy R. Moore, Vice President for Student Services
Mr. Harold Olsen, Acting Assistant to the President
Mr. Stephen Harris, Reporter, The News Herald
Mr. Robert Boggs, Reporter, The Hickory Daily Record
Miss Dorothy Whitener, Recording Secretary

Consideration and Disposition of Minutes. Upon motion by Mr. Digh and a second by Mrs. Hemphill, the Board approved the Minutes of November 2, 1981, as distributed.

Consideration of Budget Revisions. Dr. Richardson, President, requested Mr. Clark, Vice President for Fiscal Affairs, to report on the Budget revisions. Mr. Clark reported that the routine budget revisions represented a mid-year adjustment in the State budget necessitated by the pro-ration of salaries as dictated by the make-up of classes and included mid-year adjustments for supplies, travel, postage, and equipment. Following Mr. Clark's report, Mr. Byrd moved that the routine budget revisions be approved. Mr. Moretz seconded and the motion passed.

Mr. Clark further reported that the Western Piedmont Foundation had donated five thousand dollars as a bonus to Dr. Richardson. Mr. Byrd corrected Mr. Clark stating that the Foundation had donated the five thousand dollars to the College. With this clarification made, Mrs. Hemphill moved that the College give Dr. Richardson the five thousand dollars donated by the Foundation as a bonus. Mr. Byrd seconded the motion and it passed unanimously.

Next Mr. Clark informed the Board that an additional $18,814 had been received from the Department of Community Colleges for Vocational Educational Handicapped Funds. The money would be used to pay interpreters and tutors for the hearing impaired students. Mr. Digh moved that the budget revision be approved and Mr. Sigmon seconded the motion. There was no dissent.

The last budget revision approved by the Board was $3,084 reverted back to the Department of Community Colleges due to the change of Dr. Richardson's position from Acting President to President. Mr. Moretz made the motion and Mrs. Hemphill seconded. The approval was unanimous.

Mr. Clark also informed the Board that the College had received during the months of October and November, 1981, $150 for the Arboretum, $220 for the Athletic Fund, and $25 for the Greenhouse for a total of $395 in donations. During the same period the following scholarship funds had been received: $2,000 for the William Russell McGalliard Scholarship; $600 for the R. L. Patton Scholarship Fund; and $500 for the Dr. Phifer Memorial Scholarship Fund for a total of $3,100 for scholarships. Mr. Sigmon moved that the report of donations and scholarships of $3,495 be received for information. Dr. Cates seconded and the motion passed.

Upon the recommendation of Mr. Byrd, the Board agreed that the Secretary to the Board of Trustees, Mr. Sitton, send a letter of appreciation from the Board to those persons who had made the contributions.

Consideration of Salary Increases. At the request of Dr. Richardson, Mr. Clark informed the Trustees that the State Board of Community Colleges recommended that the community and technical colleges grant a five percent salary increase for all full-time, twelve-month, permanent employees beginning January 1, 1982, and that a state employee hired and paid on less than a twelve-month basis be granted a salary increase equal to five percent of one-half of their annual salary effective at the midpoint of

their contract for fiscal year 1981-82. Mr. Digh moved that the recommendation of the five percent salary increase from the State Board of Community Colleges be approved. Mrs. Phifer seconded and the motion passed without dissent.

Report on the Greenhouse. Dr. Richardson asked Mr. Clark to give a report on the Greenhouse. Mr. Clark distributed copies of the Greenhouse Specifications for Western Piedmont Community College as prepared by Mr. Chester R. West, P.E., Butler Associates, P.A. The specifications contained a general discription, structural details, glass details, foundation details and utilities details. Mr. Byrd, Chairman of the Buildings and Grounds Committee, recommended that the College procede with the Greenhouse structure. Mrs. Hemphill made the motion that the Buildings and Grounds Committee pursue bids for the Greenhouse. Mr. Childres seconded the motion and the motion passed without dissent.

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Report on the Alarm System. Dr. Richardson informed the Board that the College was in the process of installing an alarm system. Mr. Clark added that the Morganton Police Department will have a connecting alarm system installed in January.

Report of the Vice President for Academic Affairs. Mr. George Fouts, Acting Vice President for Academic Affairs, reported that the number of Continuing Education classes was less than fall quarter; however, a mini-quarter will be offered after January 1 to make up the deficiency. The 1981 fall quarter was up 24 Full Time Equivalency (FTE) over the 1980 fall quarter. The Human Resources Development Program was down from the previous quarter, but this was due to the different number of classes conducted furing the reporting periods.

In regard to the Curriculum Division, the 1981 fall quarter was up over the 1980 fall quarter with an enrollment of 1,752 students. Although the 1981 winter quarter was down from fall quarter with 1,598 students, the 1981 winter quarter was up from the 1980 winter quarter enrollment of 1,494 students. Mr. Fouts noted that there was less attrition of students between fall and winter quarters. Also, more courses were offered at night and new courses were offered. Mr. Fouts pointed out that with the agreement between Western Piedmont Community College and

Caldwell Community College to allow Western Piedmont to offer the first year of Caldwell's Nutrition Program and the addition of the Horticulture Program to Western Piedmont's curriculum, new students were entering the College. Other positive activities of the College will be the opening of a business skills laboratory and the hiring of full-time machinist and fire science instructors. Mr. Fouts also informed the Board that he was investigating the possibility of starting a Licensed Practical Nurse's Program and will report on the feasibility of this at a later date.

Report of the Vice President for Student Services. Dr. Nancy Moore, Vice President for Student Services, reported that the hearing-impaired project had received $77,564. Concurrent enrollment of North Carolina School for the Deaf students had dropped from fall to winter quarter, but this was attributed to the weeding-out factor that was to be expected. There was an increase of nine deaf adults from the community who enrolled in the College winter quarter.

In regard to the present Title III grant, Dr. Moore informed the Board that long-range plans and goals were discussed at Montreat-Anderson College at a retreat in November funded by Title III. Five trustees participated with faculty, division directors, and senior administrators. Dr. Richardson added that thirty objectives were developed at the retreat and that the College administration was presently working on strategies.

Project Summaries listing the activities, objectives and funding of the last three Title III grants were distributed to the Board members for information.

As for a new Title III grant, Dr. Moore had been advised that it was recommended that a project be developed for a four to seven year period with activities that would phase-in and phase-out without repeating any activities, but that present activities could be expanded. Nine percent of the activities should be related to long-range activities.

In conclusion, Dr. Moore stated she would be appreciative of any in-put from the Board before the grant is due in February, 1982.

Report of the Assistant to the President. Mr. Harold Olsen, Acting Assistant to the President, distributed a draft document, Program Evaluation,

which contained internal data regarding enrollment, FTE production, attrition, graduates, student follow-up, job needs (local, regional, state and national), equipment, space allocations and course document information. The Board was informed that this information will be used by the Program Evaluation Committee along with survey information received from program heads and student follow-up surveys from the Department of Community Colleges to review each program. When completed, a written narrative report with recommendations will be prepared for each program and distributed to the program coordinator/instructor for their information. Most of the internal data has been collected for the occupational programs, college transfer programs, special credit student groups, and continuing education. There will be a program evaluation analysis prepared on Human Resources Development, Learning Resources, and Student Services.

CCB319

Report on Tax Sheltered Annuity. Mr. Clark requested that this agenda item be withdrawn and that he will present it at a later date. The Board did not object.

Report on By-Laws . Mr. Sitton, Chairman of the By-laws Committee, briefed the Board on the survey of other community college trustee by-laws. Mr. Sitton requested the Board members to read their By-laws and make recommendations to him and that the committee will continue to work on the revision of the By-laws.

State Board of Community Colleges. Dr. Richardson announced that the State Board will meet Thursday, December 17, 1981, at Catawba Valley Technical College. Mrs. Hemphill, Mr. Moretz, and Dr. Cates stated they will attend the meeting.

Executive Session. Mrs. Hemphill moved that the Board of Trustees go into Executive Session for the purpose of discussing personnel matters. Mr. Moretz seconded, and the motion passed.

Following a motion by Mr. Moretz and a second by Mr. Sitton, the Board returned to Open Session. Mr. Byrd then made the motion to approve the appointment of Mr. Robert R. Dockery as Instructor in Horticulture Technology. Mr. Moretz seconded, and the motion passed unanimously.

Other Business. The Board agreed to tentatively meet again on January 11, 1982.

There being no further busines, the meeting adjourned at 8:36 p.m.

Robert P. Carr, Chairman

Dorothy Whitener, Recording Secretary