MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

February 4, 1985

The Board of Trustees of Western Piedmont Community College conducted its Winter Quarterly Meeting on Monday, February 4, 1985 in the Board Room of the Moore Administration Building. Mrs. Elsie Childres, Chairperson, called the meeting to order at 7:30 p.m.

Members Present: Mrs. Elsie H. Childres, Chairperson
Mr. Robert B. Byrd
Mr. Charles S. Digh
Mr. Jack L. Drum
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. Charles T. Henson
Mrs. Helen McDowell
Mrs. E.W. Phifer, Jr.
Mr. Claude S. Sitton
Ms. Susan Jennings, Student Trustee

Members Absent: Mr. Robert P. Carr
Mr. D. Holman Sigmon

Others Present: Dr. Jim A. Richardson, President
Mr. George M. Fouts, Executive Vice President
Mr. Kenneth N. Clark, Vice President for Administrative Services
Mr. Winston Lear, Dean, Learning Resources
Ms. Louise White, Chairman, Faculty Senate
Mr. Bob Benner, Coordinator/Instructor, Physical Education
Ms. Sherry Williamson, Reporter, The News Herald
Ms. Ruth Bowman, Recording Secretary

Consideration and Disposition of the Minutes - Upon a motion by Mr. Allen Fullwood, with a second by Mrs. E.W. Phifer, Jr., the Board unanimously approved the minutes of their December 17, 1984 meeting.

Report of the Buildings and Grounds Committee - Mr. Bob Byrd, Chairman, reported on a proposal from the SGA that the administration and the Board of Trustees adopt a resolution to the City of Morganton asking them to work with the College in requesting a survey from the State to determine the need for a traffic light at the entrance to the College off Burkemont Avenue. Upon a motion by Mr. Byrd, with a second by Mrs. Martha Hemphill, the Board unanimously adopted a resolution to the City of Morganton asking for their assistance in this project.

Mr. Byrd then reported on a proposal for a physical fitness room, at a total cost of $37,000, to be housed in G-Building. Mr. Bob Benner, Coordinator/Instructor of Physical Education, passed out to the Board members a sketch of the room layout and brochures showing the type of equipment needed to be purchased for the physical fitness program. Mr. Benner informed the Board that this addition to the physical education program would increase the enrollment in physical education courses by fifty percent. Mr. Byrd further stated that State funds in the amount of $26,000 would be used to purchase the equipment and that the administration would ask the County Commissioners for the use of $11,000 left over from a carpeting project to be used to remodel the area on the ground floor of G-Building. Mr. Byrd then made a motion that the physical fitness project be approved as presented. A second to this motion was made by Claude Sitton and was unanimously passed.

Mr. Byrd next reported that five or six donations had been received for the purchase of benches for placement around the campus grounds. He reminded those present that the cost of the benches is $150 each and that each bench would have the name of the donor engraved

on the back. He further stated that as soon as donations for eight or ten benches were received an order would be placed.

Mr. Byrd then reported that the Buildings and Grounds Committee had interviewed seven of the sixteen architects who submitted proposals for the design of a library facility and that the committee unanimously recommended Robert Salsbury and Associates for this project. He made a motion that the Board approve this recommendation, adding that an appropriate performance bond and professional liability bond be drawn as part of the contract. The motion was seconded by Mrs. Phifer and unanimously passed. Mr. Byrd then made a motion that a letter of appreciation be sent to Mr. Salsbury and to the other six architects who were not chosen. The motion was unanimously approved after a second by Mr. Allen Fullwood.

Report of the Finance Committee - Mrs. Martha Hemphill, Chairman, presented three resolutions for changes in the County Budget. Upon a motion by Mrs. Hemphill these three budget changes were unanimously approved.

Mrs. Hemphill next presented for the Board's consideration uncollectable debts in the amount of $181.94 to be written off. Upon a motion by Mrs. Hemphill, with a second by Mr. Henson, the Board unanimously approved the write-off of these uncollectable debts as presented.

Mrs. Hemphill then reported that donations in the amount of $200 and scholarship monies in the amount of $6375.00, for a total of $6575.00, had been received for the period of November 1, 1984 through January 31, 1985. Upon a motion by Mrs. Hemphill, with a second by Mrs. Phifer, the Board unanimously accepted these monies with gratitude.

Report of the Personnel Committee - Mr. Claude Sitton, Chairman, stating no report at this time, made a motion that the Board go into executive session to discuss personnel matters. The motion was seconded by Mrs. Hemphill. During executive session Mr. Sitton reported on the status of the Karen Coley case, the Brockland law suit, and the Om Jain grievance hearing which has been set for Friday, February 15, 1985, at 8:00 p.m.

Upon returning to open session Mr. Sitton reported that President Richardson's contract would expire at the end of September of this year. Upon a motion by Mr. Sitton, the Board unanimously approved the renewal of Dr. Richardson's contract for the next four years (through June 30, 1989) "because of his excellent performance over the past three and one-half years and because of the fact that the College is going into a building program and other long-term projects." The contract was extended under the terms and conditions as they now exist. Dr. Richardson's performance and leadership were praised by each Board member present.

Report of the President - President Richardson reported that the first phase of the Annual Giving Campaign had netted donations in the amount of $10,775 from Trustees and Foundation members. He stated that the second phase, to begin this month, would involve faculty and staff; the third phase, to begin in March, will involve business and industry; and the fourth phase would involve the community at large.

There being no further business, the meeting adjourned at 8:55 p.m. by consensus.

Elsie H. Childres
Mrs. Elsie H. Childres, Chairperson

Ruth Bowman
Ruth Bowman, Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

March 18, 1985

The Board of Trustees of Western Piedmont Community College conducted a Special Called Meeting on Monday, March 18, 1985, at 7:00 a.m. in Room G-23 of the Student Services Building. Mrs. Elsie H. Childres, Chairperson, presided.

Members Present: Mrs. Elsie H. Childres, Chairperson
Mr. Robert P. Carr
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. Charles T. Henson
Mrs. Helen McDowell
Mrs. E.W. Phifer, Jr.
Mr. Claude S. Sitton
Ms. Susan Jennings, Student Trustee

Members Absent: Mr. Robert B. Byrd
Mr. Jack L. Drum
Mr. D. Holman Sigmon

Others Present: Dr. Jim A. Richardson, President
Mr. George M. Fouts, Executive Vice President
Mr.Kenneth N. Clark, Vice President for Administrative Services
Ms. Charlene Dellinger, Reporter, The News Herald

Upon a motion by Mrs. E.W. Phifer, Jr., seconded by Mr. Allen Fullwood, the Board went into executive session to discuss personnel matters. Upon returning to open session, Dr. Jim Richardson, President, announced that Dr. Charles Waters, instructor in the Division of Business Technologies, had informed the President and the Board that he will retire at the end of June of this year. In addition, President Richardson announced that Mr. Raymond Toomer, instructor in the

Criminal Justice program, resigned effective March 18, 1985 to accept a position with the U.S. Postal Service.

President Richardson announced to the Board that Mr. Jim Haynes, Burke County Manager, and Mr. Jerry McMahan, Chairman of the Burke County Commissioners, have requested that the College study the possibility of assuming operational responsibility for the Morganton-Burke Senior Citizens Center. President Richardson indicated that the administration had begun to look into this possibility and felt that the College could effectively operate the Center within the limits of the College mission. President Richardson indicated that if the College assumed total responsibility for the operation of the Center, the College would continue to run the educational programs being offered at the Center as well as coordinate the many activities and services provided at the Center. Following discussion, Mrs. Martha Hemphill moved that the Board go on record as being receptive to the idea of the College assuming the responsibility for the total operation of the Center but delay any final action until a full report is given. Mr. Fullwood seconded the motion and it passed unanimously. At President Richardson's suggestion, the Board agreed that the Executive Committee should meet with the County Commissioners before a final decision is made.

On recommendation from the administration, the Board approved Educational Leave with pay for the following faculty and staff: Ms. Louise White, Mr. Tommy Hardy, Ms. Linda Porter, Mr. Fred Bayley, Mr. Ralph Soney, Mr. Grady Church, and Mrs. Jane Shuping. Dates and plans for each educational leave, along with requirements as set forth in College policy and in the N.C. Administrative Code, will be made a part of a special contract to be issued to each of these employees.

President Richardson informed the Board that the Budget Revision Request, approved at the last meeting, to transfer $11,000 remaining from the carpeting project to the renovation of a physical fitness room in G-Building, was not presented to the County Commissioners on advice from the County Manager that such a request should be made a part of next year's budget. Mrs. Hemphill moved to recind the previous action of the Board and to revert the funds remaining from that project to the County. Mr. Fullwood seconded the motion, and it was unanimously passed.

Mrs. Hemphill, Chairperson of the Finance Committee, presented the 1985-86 County Budget Request. After discussion, Mr. Charles Digh moved approval of the Budget. Mr. Charles Henson seconded the motion and it passed unanimously. At President Richardson's suggestion, the Board asked Mrs. Hemphill to present the Budget to the County Commissioners. Mr. Fouts and Mr. Clark are also to be present.

President Richardson announced that Mr. Fullwood will be making a presentation at a Southern Region Trustees' Seminar in Biloxi, Mississippi on March 21st.

There being no further business, the meeting was adjourned at 8:10 a.m. by consensus.

Respectfully submitted,

Elsie H. Childres

Mrs. Elsie H. Childres
Chairperson

Mr. George M. Fouts
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

April 1, 1985

The Board of Trustees of Western Piedmont Community College conducted a Special Meeting on Monday, April 1, 1985, at 7:00 a.m. in Room G-23 of the Student Services Building. Mrs. Elsie Childres, Chairperson, presided.

Members Present:
Mrs. Elsie H. Childres, Chairperson
Mr. Robert B. Byrd
Mr. Robert P. Carr
Mr. Charles S. Digh
Mr. Jack L. Drum
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. Charles T. Henson
Mrs. Helen McDowell
Mrs. E.W. Phifer, Jr.
Mr. Claude S. Sitton

Members Absent:
Mr. D. Holman Sigmon
Ms. Susan Jennings, Student Trustee

Others Present:
Dr. Jim A. Richardson, President
Mr. George Fouts, Executive Vice-President
Mr. Ken Clark, Vice President for Administrative Services
Ms. Charlene Dellinger, Reporter, The News Herald
Ms. Ruth Bowman, Recording Secretary

Dr. Jim A. Richardson, President, presented to the Board the administration's proposal to assume total operational responsibility for the Morganton-Burke Senior Citizens Center. Included in the proposal:

- Mr. Bill "Dude" Shuffler would be assigned to supervise all activities at the Center.

- All programs and services of the Center would be for the purpose of maintaining a comprehensive program for senior citizens, and no other College programs would be sponsored there.

- Funds for utilities and housekeeping would be provided by the County and responsibility for necessary repairs to the Center are covered in the Intergovernmental Lease Agreement and will not be the responsibility of the College.

- Insurance for the building will continue to be carried by the City of Morganton, and insurance for personal property and general liability will be carried by the County.

- The College does not desire or intend to be directly involved in either transportation or nutritional programs currently administered by Blue Ridge Community Action.

- The College will coordinate volunteer services presently offered at the Center that the County now administers.

- The Center will have access to WPCC's library, audio-visual and public information services, and instruction services at the Center will continue on a part-time basis.

After a short question and answer session, Mr. Bob Byrd made a motion that the administration advise the County Commissioners that the College is willing to accept this challenge and responsibility if they determine it is in the best interest of the citizens of this County. Mr. Chalres Digh seconded the motion and it was unanimously passed. Mr. Digh then amended the motion to read that the College accept operational responsibility of the Center on a two-year basis and that it be reviewed at the end of two years. The amended motion was unanimously passed.

There being no further business the meeting adjourned at 7:25 a.m. by consensus.

Respectfully submitted,

Elsie H. Childres

Mrs. Elsie H. Childres
Chairperson

Ruth Bowman

Ms. Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

June 17, 1985

The Board of Trustees of Western Piedmont Community College conducted its regular Quarterly Meeting on Monday, June 17, 1985, at 7:30 p.m. in the Board Room of the Moore Administration Building. Mrs. Elsie H. Childres, Chairperson, presided.

Members Present:
Mrs. Elsie H. Childres, Chairperson
Mr. Robert P. Carr
Mr. Charles S. Digh
Mr. Jack L. Drum
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. Charles T. Henson

Members Absent:
Mr. Robert B. Byrd
Mrs. Helen McDowell
Mrs. E.W. Phifer, Jr.
Mr. D. Holman Sigmon
Mr. Claude S. Sitton

Others Present:
Dr. Jim A. Richardson, President
Mr. George Fouts, Executive Vice President
Mr. Ken Clark, Vice President for Administrative Services
Mr. Larry Clark, Director of Planning and Development
Mr. Robert Salsbury, Architect
Mr. Brent Childers, Reporter, Hickory Daily Record
Mr. Herbert Blake, Reporter, The News Herald
Mr. Larry Brown, Reporter, Radio WMNC/WQXX
Ms. Ruth Bowman, Recording Secretary

Consideration and Disposition of the Minutes - Upon a motion by Mr. Charles Digh and a second by Mrs. Martha G. Hemphill, the Board unanimously approved the minutes of their meetings of February 4, 1985, March 18, 1985, and April 1, 1985.

President Jim A. Richardson then recognized and presented a plaque of appreciation to Mr. Jack Drum whose term expires on June 30, 1985. President Richardson also expressed his thanks to Mr. Robert B. Byrd whose term on the Board also expires at the end of June but was absent and unable to receive his plaque.

Report of the Personnel Committee - Upon a motion by Mr. Allen Fullwood and a second by Mr. Jack Drum, the Board then went into executive session to discuss personnel matters.

Upon returning to open session the Board unanimously approved educational leave for Cynthia Davis with pay from September 1, 1985 through November 30, 1985, and without pay from December 1, 1985 through May 31, 1986 to finish a Master's degree in Nursing; and for Cheryl Oxford with pay June 1, 1985 through July 15, 1985, to finish her disertation for a Doctor's degree in the Performing Arts. Approval was given contingent on each employee meeting the requirements as set forth in College policy and in the N.C. Administrative Code.

Next, upon a recommendation by President Richardson, the Board unanimously decided to enter into a pilot program with N.C. State University and become the first community college in the State to offer a doctoral internship to a student studying community college administration. The N.C. State intern will work as an assistant to the administration for five months and will pursue special projects such as faculty evaluations, computer programs, etc.

President Richardson then presented to the Board letters of retirement from Ms. Mildred Messick and Dr. Charles Waters. Upon a recommendation from Mr. Charles Digh, the Board unanimously approved that letters of commendation be sent to Ms. Messick and Dr. Waters for their many years of dedication and service to the College.

President Richardson next recommended to the Board that the vacation calendar for College staff be changed to run from September 1 through August 31 to coincide with the academic year. Upon a motion by Mrs. Martha Hemphill and a second by Mr. Charles Henson, the Board unanimously approved this policy change as recommended.

Report of the Finance Committee - Mr. Ken Clark, Vice President for Administrative Services, presented for the Board's approval Budget Revisions P-2, S-4, and S-6. Upon a motion by Mrs. Hemphill and a second by Mr. Drum, the Board unanimously approved these Budget Revisions as presented.

Report of the Buildings and Grounds Committee - President Richardson introduced Mr. Robert Salsbury, Architect, who gave a status report on the early stages of the College's $4 million dollar library project. Mr. Salsbury presented a rough, preliminary draft showing the building as a focal point for the campus. He pointed out that the next step will be to put the proposed project into a formal written program from which preliminary designs will be made for site, floor, and elevation plans to be sent to the Department of Community Colleges in mid-August. After Mr. Salsbury's presentation, Mr. Clark presented for approval a preliminary document "Project Proposal for Grant of Capital Construction Funds" to be submitted to the Department of Community Colleges for approval. Upon a motion by Mr. Fullwood and a second by Mrs. Hemphill, the Board unanimously approved this document be submitted as presented. Chairperson Childres then appointed Mr. Robert P. Carr to chair the Buildings and Grounds Committee, replacing Mr. Bob Byrd whose term on the Board expires at the end of June.

Mr. Clark next presented for approval a bid to Thompson Contracting Company of Rutherfordton for pavement of the College's entrance and access roads at $29 per ton of asphalt. This bid was unanimously approved upon a motion by Mr. Fullwood and a second by Mr. Drum.

Report of the President - President Richardson presented for the Board's approval the College's $4,966,298 State Budget Request for Operating and Capital Funds for FY 1985-86. Upon a motion by Mr. Digh and a second by Mr. Fullwood, the Board unanimously approved this Budget Request be submitted to the Department of Community Colleges for approval. President Richardson then gave a brief report on the Annual Fund Campaign stating it has been successful thus far and is moving along well.

Mr. George Fouts, Executive Vice President, reported on three new program proposals for fall quarter--Light Construction, an Associate in Fine Arts degree in Drama, and an Associate in Applied Science degree in Interior Design. This report was given for information only and no action was necessary.

President Richardson then reported that operation of the Senior Center is going well and that plans to complete the downstairs of the building have been made by the Senior Center Advisory Council. The Board recommended that the City of Morganton approve these plans and any further construction on the building.

Mr. Larry Clark, Director of Planning and Development, gave a report on the Administrator's Asheville retreat, stating that several objectives have been identified and made a part of the College's long-range plans. This report was for information only and no action was necessary.

There being no further business, the meeting adjourned at 8:45 p.m. upon a motion by Mr. Carr and a second by Mr. Digh.

Respectfully submitted,

Elsie H. Childres

Mrs. Elsie H. Childres
Chairperson

Ruth Bowman

Ms. Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

July 12, 1985

The Board of Trustees of Western Piedmont Community College conducted a Special Called Meeting on Friday, July 12, 1985, at 7:00 A.M. in Room G-23 of the Student Services Building. Mrs. Elsie Childres, Chairperson, presided.

Members Present: Mrs. Elsie H. Childres, Chairperson
Mr. Robert P. Carr
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. Charles T. Henson
Mrs. Helen McDowell
Mr. William A. Kendall
Mrs. E.W. Phifer, Jr.
Mr. J.R. Simpson II
Ms. Susan Bollinger, Student Trustee

Members Absent: Mr. D. Holman Sigmon
Mr. Claude S. Sitton

Others Present: Dr. Jim A. Richardson, President
Mr. Ken Clark, Vice President for Administrative Services
Ms. Louise Austin, Director, Personnel Services
Mr. Lee Buchanan, Reporter, The News Herald
Ms. Ruth Bowman, Recording Secretary

Mrs. Elsie Childres, Chairperson, opened the meeting by introducing newly appointed trustees William A. Kendall, appointed by the County Commissioners, Mr. J.R. Simpson II, appointed by Governor Martin; new education reporter for the News Herald, Lee Buchanan; and newly elected President of the S.G.A., Susan Bollinger. Chairperson Childres also acknowledged Mr. Charles S. Digh who was reappointed to the Board by the Board of Education.

In the absence of Mr. Claude Sitton, Chairman of the Personnel Committee, Mr. Allen W. Fullwood presented for the Board's approval a nine percent across-the-board salary increase for faculty and staff for FY 1985-86. After a short discussion, the Board unanimously approved salary increases as presented upon a motion by Mr. Fullwood and a second by Mrs. Martha G. Hemphill.

President Richardson next presented for the Board's approval the appointment nomination of Mr. Joseph B. Downing as Coordinator/ Instructor of the Light Construction program. Upon a motion by Mrs. E.W. Phifer, Jr. and a second by Mr. Digh, the Board unanimously approved Mr. Downing's appointment to this position effective August 1, 1985.

Mrs. Martha Hemphill, Chairperson of the Finance Committee, then reviewed with the Board the College's $4,941,998 budget allotment from the State Board of Community Colleges for 1985-86. This review was for information only and no action was necessary.

Ms. Louise Austin, Director of Personnel Services, gave a status report on the recruitment for open positions which had a July 5 closing deadline. She advised that applicants for these positions are now being interviewed and recommendations would be brought to the Board in early August. This report was for information only and no action was necessary at this time.

After a brief reminder to the Board members of the upcoming Trustee Convention to be held in Denver, Colorado October 2 - 6, Chairperson Childres adjourned the meeting at 7:55 A.M. upon a motion by Mr. Fullwood and a second by Mr. Carr.

Elsie H. Childres
Mrs. Elsie H. Childres
Chairperson

Ruth Bowman
Ms. Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

August 6, 1985

The Board of Trustees of Western Piedmont Community College conducted a Special Called Meeting on Tuesday, August 6, 1985 at 7:00 a.m. in Room G-23 of the Student Services Building. Mrs. Elsie H. Childres, Chairperson, presided.

Members Present: Mrs. Elsie H. Childres, Chairperson
Mr. Robert P. Carr
Mr.Charles S. Digh
Mr. Charles T. Henson
Mr. William A. Kendall
Mrs. Helen McDowell
Mr. J.R. Simpson II
Ms. Susan Bollinger, Student Trustee

Members Absent: Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mrs. E.W. Phifer, Jr.
Mr. D. Holman Sigmon
Mr. Claude S. Sitton

Others Present: Dr. Jim A. Richardson, President
Mr. George Fouts, Executive Vice President
Mr. Larry Clark, Director, Planning and Development
Mr. Jack Huss, Director, Division of Natural Science & Engineering
Mr. David Puckett, Director, Division of Business Technologies
Mr. Richard Lumb, Coordinator/Instructor Criminal Justice
Mr. Lee Buchanan, Reporter, The News Herald
Ms. Ruth Bowman, Recording Secretary

President Richardson opened the meeting by distributing a survey form for Capital Improvement Priorities, listing five proposed projects with the proposed library heading the list. The Trustees were asked for their input by listing these five projects in the

order of priority from their viewpoint. President Richardson stated that these goals would be outlined in a soon-to-be published booklet titled "Blueprint for Progress--Priorities for the future of Western Piedmont Community College."

President Richardson then passed out to the Trustees a copy of the newly published Director's Manual of Western Piedmont Foundation, Inc. for their information and use.

Next, Mr. George Fouts, Executive Vice President, explained to the Board members the College's procedure for the hiring of personnel to fill our vacant faculty positions. He then introduced Mr. Jack Huss, Director of the Division of Natural Science and Engineering. Mr. Huss presented for the Board's approval the appointment nomination of Mr. Warren H. Bumgarner for the position of Industrial Maintenance/Machinist Instructor; and, Mr. Ronald J. Davis for the position of Computer Engineering Technology Instructor. Mr. Fouts next introduced Mr. Richard Lumb, Coordinator/Instructor of Criminal Justice. Mr. Lumb presented for approval the appointment nomination of Ms. Mary M. Alm for the position of Assistant Director for Law Enforcement Curriculum Improvement Project. Mr. Fouts then introduced Mr. David Puckett, Director of the Division of Business Technologies. Mr. Puckett presented for approval the appointment nomination of Mr. David H. McGee for the position of Business Computer Programming Instructor. Upon a motion by Mr. Charles Digh and a second by Mr. Charles Henson, the Board unanimously approved these appointment nominations as presented.

Mr. Larry Clark, Director of Planning and Development, gave a brief report on the Intercollegiate Retreat composed of Davidson County Community College, Rockingham Community College and Western Piedmont, which is being planned for September 19-21 at the Corpening facilities in Crossnore, N.C. This report was for information only and no action was necessary.

Upon a motion by Mr. J.R. Simpson II and a second by Mr. Digh, the Board went into executive session to discuss pending litigation. Upon returning to open session, the meeting was adjourned (at 8:10 a.m.) upon a motion by Mr. Digh and a second by Mr. Simpson.

Respectfully submitted,

Elsie H. Childres
Mrs. Elsie H. Childres
Chairperson

Ruth Bowman
Ms. Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

August 29, 1985

The Board of Trustees of Western Piedmont Community College conducted a Special Called Meeting on Thursday, August 29, 1985, at 12:00 Noon in room G-23 of the Student Services Building. Mrs. Elsie H. Childres, Chairperson, presided.

Members Present:
Mrs. Elsie H. Childres, Chairperson
Mr. Robert P. Carr
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. Charles T. Henson
Mr. William A. Kendall
Mrs. Helen McDowell
Mrs. E.W. Phifer, Jr.
Mr. J.R. Simpson II
Ms. Susan Bollinger, Student Trustee

Members Absent:
Mr. D. Holman Sigmon
Mr. Claude S. Sitton

Others Present:
Dr. Jim A. Richardson, President
Mr. George M. Fouts, Executive Vice President
Mr. Ken Clark, Vice President for Administrative Services
Mr. Winston Lear, Dean, Learning Resources
Mr. Chester West, Engineer, West and Avery Associates
Mr. Robert Salsbury, Architect
Mr. Don Steward, Associate, Robert Salsbury AIA
Mr. Clint Canaday, Consulting Engineer
Mr. Stephen Harris, The News Herald
Ms. Ruth Bowman, Recording Secretary

Report of the Finance Committee - Mrs. Martha Hemphill, Chairperson, presented for approval Budget Revisions S-6 and I-1. Upon a motion by Mr. Allen Fullwood, with a second by Mrs. E.W. Phifer, Jr., the Board unanimously approved these two Budget Revisions as presented.

Mrs. Hemphill next presented the Final Budget Request for 1985-86. After a brief review and discussion session, the Board unanimously approved the Final Budget Request be submitted to the Department of Community Colleges upon a motion by Mrs. Hemphill and a second by Mrs. Phifer.

Report of the Buildings and Grounds Committee - Mr. Robert Carr, Chairman, introduced Mr. Chester West, Engineer with West & Avery Associates, who presented plans for the interior renovation of the new vocational building. After a short question and answer session, the Board unanimously approved these plans as presented upon a motion by Mr. Carr and a second by Mrs. Hemphill.

Mr. Carr next introduced Mr. Robert Salsbury, Architect, who presented for the Board's review and approval schematic drawings of the proposed Learning Resources Center. Upon a motion by Mr. Carr and a second by Mrs. Helen McDowell, the Board unanimously approved these preliminary plans, subject to later modifications, to be submitted to the Department of Community Colleges in Raleigh.

Upon a motion by Mrs. Phifer, and a second by Mr. J.R. Simpson, the Board then went into executive session to discuss personnel matters.

Upon returning to open session, Mr. Fullwood made a motion that the appointment nominations of Mrs. Jean E. Harton to the Position of Master Teacher, High School Diploma/GED; and Ms. Jennifer L. Byrd to the position of Master Teacher, ABE be approved. The motion was seconded by Mr. Carr and was unanimously approved.

Mr. Fouts then gave an overview of the civil action filed against Dr. Richardson and Mr. John Boyd and summarized the correspondence between the College attorney and CNA Insurance Company. The administration recommended that the Board continue to support the retention of separate legal counsel for Mr. Boyd and that CNA be so notified.

There being no further business, the meeting adjourned at 1:50 p.m. by consensus.

Respectfully submitted,

Mrs. Elsie H. Childres
Chairperson

Ms. Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

October 28, 1985

The Board of Trustees of Western Piedmont Community College conducted its Fall Quarterly Meeting on Monday, October 28, 1985 at 7:30 p.m. in Room G-23 of the Student Services Building. Mrs. Elsie Childres, Chairperson, presided.

Members Present:
Mrs. Elsie H. Childres, Chairperson
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. Charles T. Henson
Mr. William A. Kendall
Mrs. Helen McDowell
Mrs. E.W. Phifer, Jr.
Mr. J.R. Simpson II
Mr. Claude S. Sitton

Members Absent:
Mr. Robert P. Carr
Mr. D. Holman Sigmon
Ms. Susan Bollinger, Student Trustee

Others Present:
Dr. Jim A. Richardson, President
Mr. George Fouts, Executive Vice President
Mr. Ken Clark, Vice President for Administrative Services
Ms. Linda Wright, Chairman, Faculty Senate
Mr. Bill Parton, Member, State Board of Community Colleges
Ms. Joanie Bowie, Member, State Board of Community Colleges
Mr. John McCurry, Reporter, The News Herald
Mr. Ron Adams, Reporter, Radio WMNC/WQXX
Ms. Ruth Bowman, Recording Secretary

Consideration and Disposition of the Minutes - Upon a motion by Mrs. Martha Hemphill, the Board unanimously

approved the minutes of their June 17, 1985 meeting; upon a motion by Mr. Allen Fullwood, the minutes of their July 12, 1985 meeting were unanimously approved; upon a motion by Mr. Charles Digh the minutes of their August 6, 1985 meeting were unanimously approved; and, upon a motion by Mr. Digh, the minutes of their August 29, 1985 meeting were unanimously approved.

Report of the Finance Committee - Mrs. Hemphill, chairperson, presented for approval the Final Budget Resolution for Fiscal Year 1985-86. Upon a motion by Mrs. Hemphill and a second by Mrs. E.W. Phifer, Jr., the Board unanimously approved the Final Budget Resolution as presented.

Mrs. Hemphill next presented and reviewed with the Board, Budget Revisions S-1, S-2, S-3, and S-4. Upon a motion by Mrs. Hemphill and a second by Mr. Charles Henson, Budget Revision S-2, with the attached request to the Department of Community Colleges to transfer $79,100 from salaries to other costs, was unanimously approved. Budget Revisions S-1, S-3 and S-4 were unanimously approved upon a motion by Mrs. Hemphill and a second by Mr. Henson.

Mrs. Hemphill then presented and reviewed a request to transfer $8,274.78 from the Overhead Receipts/Non-Restricted account to the State Fund account to pay for the printing of the College catalog. Upon a motion by Mrs. Hemphill and a second by Mrs. Phifer, the Board unanimously approved this request as presented.

Mrs. Hemphill then presented and reviewed a request to include in the Fiscal Year 1985-86 Conservation Project

provisions to hire an engineering firm to conduct energy audits for the purpose of requesting matching funds from the Federal government to perform energy conservation measures on campus, and to also include provisions to take energy conservation measures in the boiler room area. Upon a motion by Mrs. Hemphill and a second by Mr. William Kendall, the Board unanimously approved that the firm of Southern Associates be hired to conduct the energy audit at a cost of $4,000.

Mrs. Hemphill then presented and reviewed with the Board the administration's report and recommendations on Banking Services for the College. Upon a motion by Mrs. Hemphill and a second by Mr. Henson, the Board unanimously approved the administration's recommendations with the following modifications: (1) that the College periodically review the policy of keeping the State Fund account, the County Fund account, and the Special Fund account at a single bank, and (2) that the College continue to circulate its Certificates of Deposit among those local banks not having the checking account fund, but with consideration given to the level of interest to be earned before a bank is selected.

Report of the President - Dr. Richardson reported to the Board members that plans for the Learning Resources Center should be completed by June, 1986, and that if funds were available bidding on the contracts could begin as early as next summer. This report was given for information only and no action was necessary.

Dr. Richardson then advised the Board members that Mr. J.R. Simpson II had been appointed as a Director of the Western Piedmont Foundation, Inc. replacing Mr. Bob Byrd whose term expired at the end of June.

Election of Officers - Mrs. E.W. Phifer, Jr., Chairperson of the Nominating Committee, presented the following slate of officers to be elected for the year 1986:

Mrs. Elsie H. Childres, Chairperson
Mr. Allen W. Fullwood, Vice Chairman
Mr. Claude S. Sitton, Secretary/Treasurer
Mr. Charles S. Digh, Vice Secretary/Treasurer

Upon a motion by Mr. J.R. Simpson and a second by Mrs. Helen McDowell, the Board unanimously elected this slate of officers to serve for the year 1986.

The Board then went into executive session upon a motion by Mr. Sitton and a second by Mrs. Phifer, to discuss personnel matters and pending litigation.

Upon returning to open session, the Board unanimously approved the appointment nomination of Ms. Gloria E. Crawford as Nursing instructor upon a motion by Mr. Sitton and a second by Mr. Fullwood.

Chairperson Childres then recognized and introduced Ms. Joanie Bowie and Mr. Bill Parton, two members of the State Board of Community Colleges, who were visiting the campus. Both Ms. Bowie and Mr. Parton spoke briefly to the Trustees regarding the Community College System working together to obtain the funds needed for educational needs.

There being no further business, the meeting adjourned at 8:55 p.m. upon a motion by Mrs. Phifer and a second by Mr. Kendall.

Respectfully submitted,

Elsie H. Childres, Chairperson

Ruth Bowman, Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

November 21, 1985

The Board of Trustees of Western Piedmont Community College conducted its Regular Quarterly meeting on Thursday, November 21, 1985, at 12:00 Noon in the Board Room of the Moore Administration Building. Mrs. Elsie Childres, Chairperson, presided.

Members Present:
Mrs. Elsie Childres, Chairperson
Mr. Robert P. Carr
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. Charles T. Henson
Mr. William A. Kendall
Mrs. Helen McDowell
Mrs. E.W. Phifer, Jr.
Mr. J.R. Simpson II

Members Absent:
Mr. D. Holman Sigmon
Mr. Claude S. Sitton
Ms. Susan Bollinger, Student Trustee

Others Present:
Dr. Jim A. Richardson, President
Mr. George Fouts, Executive Vice President
Mr. Ken Clark, Vice President for Administrative Services
Ms. Linda Wright, Chairperson, Faculty Association
Ms. Gloria Crawford, Nursing Instructor
Dr. James B. Cates, Former Trustee
Ms. Ruth Bowman, Recording Secretary

Mr. George Fouts, Executive Vice President, opened the meeting and presented for the Board's approval, the appointment nomination of Jane J. Shuping as Instructor in Business,

Ms. Kathy H. Scott as Instructor in Business, and Ms. Margaret P. Hampson as Instructor in English. After a short review and discussion, the Board unanimously approved these three appointment nominations upon a motion by Mr. Charles S. Digh and a second by Mr. Allen Fullwood.

Mr. Ken Clark, Vice President for Administrative Services, next presented for the Board's approval Budget Revisios S-5 and S-6. The Board unanimously approved these two Budget Revisions upon a motion by Mr. Charles Henson and a second by Mr. Bill Kendall.

Upon a motion by Mrs. Martha Hemphill, and a second by Mrs. E.W. Phifer, Jr., the Board then went into executive session to discuss pending litigation.

Upon returning to open session, Mr. Charles Digh was appointed to serve on the Finance Committee, which he agreed to do.

There being no further business, the meeting adjourned at 12:55 p.m. by consensus.

Respectfully submitted,

Mrs. Elsie H. Childres
Chairperson

Ms. Ruth Bowman
Recording Secretary