MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

January 13, 1986

The Board of Trustees of Western Piedmont Community College conducted a Special Called Meeting on Monday, January 13, 1986, at 12:00 Noon at the Holiday Inn. Mrs. Elsie Childres, Chairperson, presided.

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
Ms. Susan Bollinger, Student Trustee

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

Others: 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 Resource Center
Mr. Larry Clark, Director, Planning & Development
Ms. Pamela Grey, Intern, N.C. State University
Mr. Robert Salsbury, Architect
Mr. Don Stewart, Robert Salsbury Associate
Mr. Clint Canaday, Robert Salsbury Associate
Mr. John McDermott, Robert Salsbury Associate
Mr. John McCurry, Reporter, The News Herald
Ms. Millie White, Reporter, Hickory Daily Record
Ms. Ruth Bowman, Recording Secretary

Chairperson Childres opened the meeting by asking Mrs. Martha Hemphill, Chairperson of the Finance Committee, to

present for review and approval, Budget Revision C-1. After a brief discussion, the Board unanimously approved this Budget Revision upon a motion by Mr. Charles Digh and a second by Mr. Charles Henson.

Chairperson Childres then introduced Mr. Robert Salsbury, Architect for the Learning Resource Center project. Mr. Salsbury and two of his associates then presented for approval the final plans for the design/development phase of the project. Upon a motion by Mrs. Hemphill and a second by Mrs. E.W. Phifer, Jr., the Board unanimously approved these preliminary plans to be sent to the Department of Community Colleges for approval.

Mr. Allen Fullwood then addressed the Board stating that he and Mr. Claude Sitton would like the Board to review the scheduling of the Board meetings. After a brief discussion, it was recommended that a survey be made of the members' preference of the number and time of meetings.

Upon a motion by Mr. Fullwood, and a second by Mrs. Helen McDowell, the Board went into executive session to discuss pending litigation.

Upon returning to open session, the meeting was adjourned upon a motion by Mrs. Hemphill and a second by Mrs. Phifer.

Elsie H. Childres

Elsie H. Childres, Chairperson

Ruth Bowman

Ruth Bowman, Recording Secretary

M I N U T E S

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

February 3, 1986

The Board of Trustees of Western Piedmont Community College conducted a Special Meeting on Monday, February 3, 1986, at 7:00 p.m. in the Board Room of the Moore Administration Building. Mrs. Elsie H. Childres, Chairperson, presided.

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

Absent: Mr. Robert P. Carr
Mrs. Martha G. Hemphill
Mr. William A. Kendall
Mr. D. Holman Sigmon
Ms. Susan Bollinger, Student Trustee

Others: Dr. Jim A. Richardson, President
Mr. George M. Fouts, Executive Vice President
Mr. Ken Clark, Vice President/Administrative Services
Ms. Billie Meeks, Dean of Student Services
Ms. Linda Wright, Chairperson, Faculty Association
Mr. Lee Buchanan, Reporter, The News Herald
Ms. Ruth Bowman, Recording Secretary

Chairperson Childres opened the meeting by asking Mr.Ken Clark, Vice President for Administrative Services, to present for the Board's approval bids submitted for completion of the vocational building project. After a brief question and answer session, Mr. Allen Fullwood made a motion that on

future building projects the Buildings and Grounds Committee members be involved in the bid opening process so that they may become more familiar with the bidding contractors and the projects. Mr. Claude Sitton seconded the motion, and it passed unanimously. Mr. Charles Digh then made a motion, with a second by Mrs. E.W. Phifer, Jr., that the bids be awarded as presented. Mr. J.R. Simpson then moved that each bid be awarded separately. Mr. Sitton seconded the amended motion which was unanimously approved. Upon a motion by Mr. Fullwood, and a second by Mrs. Phifer, the Board unanimously awarded the General Construction contract to White Fox Construction Company. Upon a motion by Mrs. Phifer, and a second by Mrs. Helen McDowell, the Board unanimously awarded the Plumbing contract to Estes, Inc. Upon a motion by Mrs. Phifer, and a second by Mr. Fullwood, the Board unanimously awarded the Heating and Air Conditioning contract to South Mountain Enterprises. Upon a motion by Mr. Fullwood, and a second by Mr. Sitton, the Electrical contract was awarded to Sigmon Electric Company. The motion was approved with Mr. Simpson abstaining.

Ms. Billie Meeks, Dean of Student Services, then presented and explained to the Board proposed College policy on Alcohol and Drug Use. After a lengthy discussion, Mr. George Fouts, Executive Vice President, recommended that the first two sentences of the third paragraph be changed as follows: "State Law prohibits the sale, use, or possession of alcoholic beverages in any manner on campus. College sponsored organizations or groups that plan to hold a social event off-campus at which ... ." The Board unanimously adopted

this policy as presented with the noted changes upon a motion by Mr. Fullwood and a second by Mr. Sitton.

Chairperson Childres then reported to the members present that the results of the survey of the Board members on the time and number of Board meetings indicated that the majority preferred that the meetings be held after 5:00 p.m. and that we need not change our By-Laws. Upon inquiry by Mr. Simpson, it was decided that each Board member would be sent a copy of the minutes of each meeting so that those absent could be informed of any action that was taken.

Mr. Sitton then stated, for the record, that he felt the administration and staff of the College were continuing to do a good job. Members present concurred.

Mr. Fullwood then made a motion, with a second by Mr. Simpson, that the Board go into executive session to discuss pending litigation.

Upon returning to open session Dr. Richardson informed the Board members of the upcoming administrative retreat in Spruce Pine and invited any who were interested to attend.

There being no further business, the meeting adjourned at 8:00 p.m. by consensus.

Respectfully submitted,

Elsie H. Childres

Elsie H. Childres, Chairperson

Ruth Bowman

Ruth Bowman, Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

March 24, 1986

The Board of Trustees of Western Piedmont Community College conducted its Winter Quarterly Meeting on Monday, March 24, 1986, at 7:00 p.m. in the Board Room of the Moore Administration 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 Ms. Susan Bollinger, 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. Ken Clark, Vice President for Administrative Services Ms. Linda Wright, Chairperson, Faculty Senate Ms. Anna Wilson, 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 Mr. Charles Digh, and a second by Mrs. E.W. Phifer, Jr., the Board unanimously approved, with revisions, the minutes of their meetings of October 28, 1985, November 21, 1985, January 13, 1986 and February 3, 1986.

Report of the Finance Committee - Mrs. Martha Hemphill, chairperson, asked Mr. Ken Clark, Vice President for Administrative Services, to present and explain Budget Revisions S-7, S-8, S-9 and S-10. The Board unanimously approved these Budget Revisions as presented upon a motion by Mrs. Hemphill and a second by Mrs. Phifer.

Mrs. Hemphill next presented for the Board's approval the County Fund Budget Request 1986-87. After a lengthy review of this Budget Request, action for approval was delayed, at the request of Mr. Claude Sitton, until after the Board had conferred in executive session. Mrs. Hemphill than presented for approval County Fund Budget Request 1986-87 for the College's operation of the Morganton-Burke Senior Center. Action for approval on this Budget Request was also delayed until after the executive session.

Report of the Buildings and Grounds Committee - Mr. Clark gave an update report on the completion of the interior of the vocational building, stating that the work was well underway and should be completed in 45-60 days.

Report of the Personnel Committee - Mr. Sitton, Chairman, presented for approval a recommendation by the Committee to enter into contract with Lifeworks, Inc. for an Employee Assistance Program at a cost of $8.00 per employee per year, to be reviewed at the end of the year. Mrs. Hemphill made a motion that this recommendation be tabled until the next Board meeting in May so that the Trustees could have more time to study the proposed program. Mr. William Kendall seconded the motion which was unanimously passed.

The Board then went into executive session to discuss personnel matters upon a motion by Mrs. Hemphill and a second by Mr. Charles Henson.

Upon returning to open session, the Board unanimously approved, upon a motion by Mr. Sitton and a second by Mr. Fullwood, educational leave with pay to the following applicants:

1. Linda S. Summey - June 1, 1986 through August 31, 1986 to attend Appalachian State University and take 12 semester hours in pursuit of a Master of Science in Accounting degree.

2. David McGee - June 1, 1986 through August 31, 1986 to attend Appalachian State University to begin course work on a Master of Business Administration degree with specialization in Information Systems.

3. Richard Lumb - June 23, 1986 through July 11, 1986 to complete his prospectus for his Doctoral degree at Florida State University.

4. Cheryl Oxford - June 5, 1986 through July 11, 1986 to be in residence for five weeks at Northwestern University to work with her dissertation committee chairman.

5. Dick Hawes - June 1, 1986 through August 31, 1986 to take course work in the area of environmental science, location to be determined.

6. Ralph Soney and Grady Church - June 1, 1986 through July 15, 1986 to participate in a Fulbright-Hayes Academic program in the Middle East (subject to approval of federal funds for the program).

7. Fred Bayley - May 19, 1986 through June 26, 1986 to complete residency requirements for a Master's Degree in Adult and Community College Education at N.C. State University (will take 6 semester hours during residency).

8. Larry Garrison - June 10, 1986 through August 1, 1986 to attend Appalachian State University, taking four courses toward an Education Specialist Degree in Human Development and Psychological Counseling.

9. Vanessa Padgett - May 26, 1986 through July 25, 1986 to attend Appalachian State University's Kellogg Institute for the training and certification of developmental education and to take additional course work toward a Master of Art degree in Higher Education/Developmental Studies.

Mr. Digh then made a motion, with a second by Mr. Henson, that the County Fund Budget Request 1986-87 be approved as presented. Mr. Kendall then amended the motion to add security as a line item to the Current Operating Budget Request in the amount of $19,400 for one shift. Mrs. Hemphill seconded the motion which passed unanimously.

Report of the President - President Richardson reminded the Trustees of the ACCT Spring Conference to be held in Columbia, S.C. April 3-5, 1986. He also informed them that Vice Chairman Fullwood had been nominated as a candidate for a seat on the board of directors of the Southern Region Association of Community College Trustees. Dr. Richardson also suggested a tour of the campus for our newest Trustees, Mr. Simpson and Mr. Kendall, so that they may become more familiar with our facilities and our operations.

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

Elsie H. Childres

Elsie H. Childres, Chairperson

Ruth Bowman

Ruth Bowman, Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

July 21, 1986

The Board of Trustees of Western Piedmont Community College conducted its Regular Quarterly Meeting on Monday, July 21, 1986, at 7:00 p.m. 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
Mr. Charles T. Henson
Mr. William A. Kendall
Mrs. Helen McDowell
Mrs. E.W. Phifer, Jr.
Mr. Claude S. Sitton
Ms. Julie Clay, Student Trustee

Members Absent:
Mrs. Martha G. Hemphill
Mr. D. Holman Sigmon
Mr. J.R. Simpson II

Others Present:
Dr. Jim A. Richardson, President
Mr. George Fouts, Executive Vice President
Mr. Ken Clark, Vice President for Administrative Services
Dr. Scott Cutting, Psychologist, Lifeworks, Inc.
Mr. John McCurry, Reporter, The News Herald
Ms. Lisa Propst, Reporter, Radio WMNC/WQXX
Ms. Ruth Bowman, Recording Secretary

Consideration and Disposition of the Minutes - Upon a motion by Mr. Claude Sitton and a second by Mr. Charles Digh, the Board unanimously approved, with revisions, the minutes of their March 24, 1986 meeting.

Consideration of Budget Revisions - Upon a motion by Mr. Digh and a second by Mrs. Phifer, Budget Revisions S-11, S-12, S-13, C-3, I-1 and I-2 were unanimously approved as presented by Mr. Ken Clark, Vice President for Administrative Services.

Grants, Donations and Scholarships - Mr. Clark reported that for the period January 31, 1985 through April 30, 1986 donations in the amount of $13,300, grants in the amount of $638,066, and scholarship monies in the amount of $17,972 had been received by the College. Upon a motion made by Mr. Allen Fullwood, seconded by Mrs. Phifer, the Board unanimously accepted these monies with gratitude.

Reappointments and Salaries for 1986-87 - President Richardson then presented for approval reappointments and salaries of faculty and staff for FY 1986-87, pointing out that salaries had been increased by 5% across-the-board as mandated by the General Assembly. The Board unanimously approved these reappointments and salaries as presented upon a motion by Mrs. Phifer and a second by Mr. Sitton.

Approval of 1986-87 Budget Request - Mr. Clark passed out to the Board members for their review a copy of the College's Budget Request for FY 1986-87. Action on this Budget Request was delayed until the next called meeting of the Board which is anticipated to be in approximately two weeks.

Proposal to Provide Student Accident Insurance - Mr. Clark then presented the Administration's proposed plan to provide accident insurance for all curriculum students. The required accident coverage is to be paid quarterly by the students,

beginning fall quarter 1986, at the rate of $1.70 per quarter. The plan will cover the students while on campus and while participating in intramural and industrial league sports, and has been approved by the Department of Community Colleges. This plan was unanimously approved as presented on a motion made by Mrs. Phifer and seconded by Mr. Fullwood.

Food Service Renovation - Mr. Clark next presented for approval plans for renovating the food service area in "G" building. He pointed out that the renovation will be performed and funded by Piedmont Vending, the College's food service contractor. The Board unanimously approved the plan as presented upon a motion from Mr. Digh and a second by Mr. William Kendall.

Report from Task Force on the Policy Manual - In the absence of Mr. J.R. Simpson, chairman of the Task Force, Mr. George Fouts, Executive Vice President, reported that revisions had been submitted to Mr. Michael Smith of the Institute of Government for his review. The Task Force anticipates submitting a report to the full Board in the near future.

Mr. Fouts also reported to the Board that in reviewing the By-Laws of the Board of Trustees, it came to his attention that two provisions regarding eligibility for membership (Article I, Section 2, Items f & g) may be in violation of the State law. After discussing this concern with several members of the Board, Mr. Fouts reported that he made inquiry to the Institute of Government. The Institute of Government staff has reported back that based on an opinion from the

Attorney General's office, they believe these two provisions do improperly restrict the appointing powers of the governor, the County Commissioners, and the School Board. Mr. Fullwood then recommended that a By-Laws Committee be appointed to study and review Items f & g under Section 2 of Article I, and brought back to the full Board for action at their next regularly scheduled meeting in November. Chairperson Childres appointed Mr. Sitton, Mr. Kendall and Mr. Fullwood as members of this committee, with Mr. Sitton to serve as Chairman.

Report of the President - President Richardson reported that the recent appropriation of $700,000 by the General Assembly to the College's Library project left $1.9 million to be raised by the College before construction could begin. He stated that efforts are now underway to seek major donations from area industries and individuals, and from major foundations.

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

Upon returning to open session, President Richardson recommended the appointment nominations of Karen Elaine Hamrick as Job Developer in the Cooperative Education program, and Mr. Christopher Charles Roselle as Visiting Artist. The two new appointments were unanimously approved on a motion from Mr. Sitton and a second by Mr. Fullwood.

Employee Assistance Plan - Dr. Scott Cutting of Lifeworks, Inc., presented a review of his proposed plan for an Employee

Assistance Program at a cost to the College of $8.00 per employee per year. This plan was first presented to the Board at their March 24, 1986 meeting and action was delayed to give the Trustees more time to study the plan. Mr. Fullwood made a motion, with a second by Mrs. Phifer, that the College enter into a contract agreement with Lifeworks, Inc. to provide this service to the employees for one year. At the end of the contract period, this plan is to be reviewed by the Board before renewing. The motion was seconded by Mrs. Phifer and approved with Mr. Kendall and Mr. Digh abstaining.

Chairperson Childres then appointed a Nominating Committee, to be chaired by Mrs. Phifer, to submit a slate of officers for 1987 to be voted upon at the Board's next regularly scheduled meeting in November. Mr. Robert Carr and Mr. Charles Henson were appointed to serve on this committee with Mrs. Phifer.

There being no further business, the meeting adjourned at 8:35 p.m. upon a motion by Mr. Fullwood and a second by Mrs. Phifer.

Respectfully submitted,

Elsie Childres

Mrs. Elsie Childres
Chairperson

Ruth Bowman

Ms. Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

August 4, 1986

The Board of Trustees of Western Piedmont Community College met in Special Session on Monday, August 4, 1986, at 7:00 a.m. in room G-23 of the Student Services 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. Julie Clay, Student Trustee
Others Present:	Dr. Jim A. Richardson, President Mr. George Fouts, Executive Vice President Mr. Ken Clark, Vice President for Administrative Services Mr. John McCurry, Reporter, The News Herald Ms. Ruth Bowman, Recording Secretary

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

Upon returning to open session, President Richardson asked the Board's approval to grant a leave of absence for Mr. George Fouts, Executive Vice President, to serve as Interim President of Mayland Technical College in Spruce Pine, NC, subject to approval by Mayland's Board of Trustees. He

stated that this request had been made by Governor Bob Scott, President of the North Carolina Community College System, and that Mr. Fouts will serve as Mayland's interim president until a permanent president is hired. At that time Mr. Fouts will return to his position as Executive Vice President of Western Piedmont. This leave of absence was unanimously granted upon a motion by Mrs. Martha Hemphill, seconded by Mr. Allen Fullwood.

President Richardson then recommended to the Board the following appointment nominations: Mr. Charlie L. Jones, Instructor of Mathematics; Mrs. Debra R. Wilmesherr, Instructor of English; and Mr. Frank Wallis, Coordinator/Instructor for Manufacturing and Industrial Engineering. These appointments were unanimously approved upon a motion by Mr. Digh and a second by Mr. Kendall.

Mr. Ken Clark, Vice President for Administrative Services, then asked for the Board's approval of the Budget Request for FY 1986-87, as presented for their review at their July 21, 1986 meeting, to be submitted to the Department of Community Colleges. This Budget Request was unanimously approved as presented upon a motion by Mr. Charles Digh and a second by Mrs. Phifer.

Mr. Clark then presented Budget Revision S-1, which was unanimously approved upon a motion by Mrs. Phifer and a second by Mrs. Hemphill. The Board unanimously approved Budget Revision P-1, as presented by Mr. Clark, upon a motion by Mrs. Phifer and a second by Mr. Fullwood.

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

October 22, 1986

The Board of Trustees met in a Special Called Session on Wednesday, October 22, 1986, at 12:00 noon in Room G-102 of the Student Services Building. Ms. Elsie Childres, Chairperson, presided.

Members Present:	Mrs. Elsie Childres, Chairperson Mr. Charles Digh Mr. Allen Fullwood Mrs. Martha Hemphill Mr. William Kendall Mrs. Helen McDowell Mr. J.R. Simpson II Mr. Claude Sitton
Members Absent:	Mr. Robert P. Carr Mr. Charles Henson Mrs. E.W. Phifer, Jr. Mr. Holman Sigmon Ms. Julie Clay, Student Trustee
Others Present:	Dr. Jim A. Richardson, President Mr. Ken Clark, Vice-President, Administrative Services Dr. Gerald James, Consultant, IDA Ms. Linda Wall, Western Piedmont Foundation Mr. John McCurry, Reporter, The News Herald Ms. Ruth Bowman, Recording Secretary

The purpose of the meeting was to consider a recommendation by Western Piedmont Foundation to employ Institutional Development Associates (IDA) to conduct a feasibility study to determine the effectiveness of a fund drive to raise $2 million to complete the construction of the Learning Resource Center.

President Richardson opened the meeting by introducing Dr. Gerald James, Consultant with IDA, a company based in Salisbury, NC specializing in raising funds for community colleges. Dr. James explained to the Board the services that would be provided by his company and the steps that would be taken to complete a feasibility study. He stated that the cost of the study, which would take approximately 90 days to complete, would be $8050. He further stated that if his company was employed to conduct a fund drive as a result of the feasibility study, the cost would be a set fee based upon 5% of the goal amount to be raised, and that his company would stay with the College until the goal had been reached. To raise $2 million, the fee would be $100,000.

After a lengthy question and answer session, Ms. Martha Hemphill made a motion, seconded by Mr. Charles Digh, that the College enter into a contract with IDA to conduct a feasibility study and that the funds to pay for the study be taken from State funds. The motion passed by a vote of 7 to 1, with Mr. J.R. Simpson opposing.

There being no further business, the meeting adjourned at 1:05 p.m. by consensus.

Respectfully submitted,

Elsie H. Childres, Chairperson

Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

November 3, 1986

The Board of Trustees of Western Piedmont Community College conducted its Quarterly Meeting on Monday, November 3, 1986, at 6:30 p.m. in Room G-23 of the Student Services Building. Mrs. Elsie Childres, Chairperson, presided.

Members Present:	Mrs. Elsie Childres, Chairperson Mr. Robert P. Carr Mr. Charles S. Digh Mr. Allen W. Fullwood 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:	Mrs. Martha G. Hemphill Mr. D. Holman Sigmon Ms. Julie Clay, Student Trustee
Others Present:	Dr. Jim A. Richardson, President Mr. Ken Clark, Vice President for Administrative Services Mr. Sam Avery, Assistant to the President Mr. Robert B. Salsbury, Architect Mr. Don Stewart, Architect Mr. & Mrs. David Michaels, Architectural Consultants Mr. Lee Buchanan, Reporter, The News Herald Ms. Lisa Propst, Reporter, Radio WMNC/WQXX Ms. Ruth Bowman, Recording Secretary

Chairperson Childres opened the meeting by announcing to the Board that Mr. Allen W. Fullwood had been elected to the National Board of Directors of ACCT at their recent meeting held in San Diego.

President Richardson then introduced Mr. Sam Avery who has been hired on a permanent part-time basis to coordinate and direct resource development and public relations. A position description is being developed for this position for advertising.

Chairperson Childres then adjourned the session for brief meetings of the Personnel Committee and the Buildings and Grounds Committee.

Report of the Buildings and Grounds Committee - Upon reconvening, Mr. Robert Carr, Chairman, introduced Mr. Robert Salsbury, Architect, who presented for approval the final architectural plans for the construction of the Learning Resources Center to be sent to Raleigh for approval by the Division of State Construction. After a lengthy review and question-and-answer session, the Board asked for more time to study these plans before submitting them to Raleigh. A decision will be made at the next full Board meeting which has been scheduled for November 17, 1986.

Mr. Ken Clark, Vice President for Administrative Services, presented for approval the Committee's recommendation to hire Martin/Bardsley Associates, Architects from Shelby, to survey the roofs of all campus buildings to determine an overall roof management plan. The cost of this survey would be approximately $1,000 and would be paid from the monies already set aside by the County Commissioners for re-roofing Moore building. Upon a motion by Mr. Carr, seconded by Mr. Charles Digh, the Board unanimously approved the employment of Martin/Bardsley Associates for this survey purpose.

Mr. Digh next presented plans for the construction of rest-room/picnic facilities at the lake at a cost of $35,000 to $40,000. Mr. Carr advised the Board that the Committee's recommendation was for Mr. Digh to look into possible funding sources for this project and report back to the full Board at their next meeting on November 17.

Mr. Carr then reported that the Campus Sign System and Improvements for the Safety of the Firing Range had been discussed in Committee and that the Committee had recommended that Mr. Clark submit a formal request for approval of these two items at a future meeting.

Report of the Finance Committee - In the absence of Mrs. Martha Hemphill, Chairperson, Mr. Clark presented for approval Budget Resolution for Fiscal Year 1986-87. Upon a motion by Mr. Claude Sitton, seconded by Mrs. E.W. Phifer, Jr., the Board unanimously approved this Budget Resolution as presented.

Mr. Clark also presented for approval Budget Revision P-1 which was unanimously approved upon a motion by Mr. Fullwood, seconded by Mr. Sitton.

Mr. Clark next reported that Grants, Donations and Scholar-ships totaling $573,656.31 had been received for the period of May 1, 1986 through October 29, 1986. Upon a motion by Mr. Digh, seconded by Mr. Fullwood, the Board unanimously accepted with gratitude Grants in the amount of $541,736.81,

Donations in the amount of $5,635.00 and Scholarship monies in the amount of $26,284.50.

Mr. Clark then presented a list of Uncollectable Accounts Receivable totaling $792.37. He stated that all efforts to collect these accounts had been exhausted and asked the Board's approval to mark these amounts off the books as bad debts. Unanimous approval of this request was given upon a motion made by Mr. Digh and seconded by Mr. Sitton.

Report from Task Force on the Policy Manual - Mr. J.R. Simpson, Chairman, presented for review the proposed policy changes on Non-Reappointment of Employees (full and part-time), Suspension or Dismissal Procedures, Employee Grievance Procedure, and our Free Speech Policy. Action will be taken on these proposed changes at the next scheduled meeting on November 17.

Report from the By-Laws Committee - Mr. Sitton, Chairman, reported on the Committee's recommendation to amend Paragraph F and delete Paragraph G of Article I , Section 2 of the By-Laws of the Board of Trustees. A motion was made by Mr. Fullwood that Paragraph F be amended to state that there be no mandatory retirement age set for Trustees. The motion failed by an 8 to 2 vote with Mr. Sitton and Mr. Simpson opposing. Mr. Sitton made a motion, seconded by Mr. Kendall, that Paragraph G be deleted. The motion passed with a 9 to 1 vote, with Mr. Simpson opposing.

Report of the President - President Richardson called on Mr. Sam Avery to give an update report on the feasibility study to be conducted by IDA to determine the effectiveness of a capital campaign to raise the additional $2 million needed for the construction of the LRC building. Mr. Avery reported that appointments were being made with the people representing a cross-section of our population and that the interviewing process would begin on Monday, November 10. Mr. Henry Bernhardt and Mr. Gary Melville, consultants with IDA, will conduct the interviewing of approximately 86 people which have been targeted at this time.

President Richardson then advised the Board that he had received letters of resignation from Mr. Earl Duncan, Director of Financial Aid, effective January 16, 1987; and Mr. David Lieberman, Instructor in the Division of Business Technologies, effective November 17, 1986. Unanimous approval was given to Mr. Sitton's recommendation that letters of appreciation be sent to Mr. Duncan and Mr. Lieberman thanking them for their many years of dedication and service to the College. Dr. Richardson then advised that we would be presenting two appointment nominations to fill these positions to the Board in the very near future. Therefore, a special called meeting would be necessary.

Speaking to the financial irregularities uncovered by the SBI at Cape Fear Technical Institute, President Richardson advised the Board of the College's plans to expand existing guidelines to eliminate the possibility of fraud and/or bogus classes

being conducted in our Continuing Education program. He stated that this is being done to comply with a directive from the Department of Community Colleges and the State Board of Education to all 58 institutions in the System. He further stated that he did not expect to uncover any irregularities at our institution.

Election of Officers - Mr. Charles Henson, member of the Nominating Committee, submitted for approval the following slate of officers for the year 1987:

Charles S. Digh - Chairman
Claude S. Sitton - Vice Chairman
Mrs. E.W. Phifer, Jr. - Secretary

Seconded by Mr. Simpson, the Board unanimously approved this slate of officers as presented and recommended by Mr. Henson and the Nominating Committee.

President Richardson then presented a plaque to Mrs. Childres in recognition and appreciation of her dedication and leadership for the years 1984-1986.

There being no further business, the meeting adjourned at 9:45 p.m. by concensus.

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

November 17, 1986

The Board of Trustees of Western Piedmont Community College met in a Special Called Session on Monday, November 17, 1986 at 7:00 a.m. in Room G-23 of the Student Services Building. Mr. Charles S. Digh, Chairman, presided.

Members Present:	Mr. Charles S. Digh, Chairman Mr. Rober P. Carr Mrs. Elsie H. Childres 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. Julie Clay, Student Trustee
Members Absent:	Mr. D. Holman Sigmon Mr. Claude S. Sitton
Others Present:	Dr. Jim A. Richardson, President Mr. Kenneth N. Clark, Vice President For Administrative Services Mr. George M. Fouts, Executive Vice President Ms. Ruth Bowman, Recording Secretary

President Richardson opened the meeting by advising the Board that the feasibility study being conducted by Institutional Associates was nearing completion and that Mr. Henry Bernhardt, Consultant with IDA, would make a full report on his findings and recommendations to the Board on Wednesday, November 26 at 12:00 noon in Room G-23 of the Student Services Building.

Chairman Digh then asked the Board if there were any questions regarding the proposed policy changes which were presented for review at their last meeting on November 3, 1986. After a brief discussion period, the proposed changes were unanimously approved with amendments upon a motion by Mr. J.R. Simpson, seconded by Mr. Bill Kendall.

Chairman Digh then asked for the Board's action on the final architectural plans for construction of the Learning Resources Center as presented at their last meeting on November 3. Upon a motion by Mr. Robert P. Carr, seconded by Mrs. Elsie Childres, the board unanimously approved these plans as previously presented to be sent to Raleigh for approval by the Division of State Construction.

Chairman Digh next asked for the Board's approval to have a set of plans for the construction of restroom facilities at the lake drawn up by Robert Salsbury Associates. It was recommended that Mr. Ken Clark, Vice President for Administrative Services, talk with Mr. Salsbury regarding the cost of such plans and report back to the full Board at their next regular meeting.

President Richardson then presented for approval two appointment nominations. After a brief question and answer session, the Board unanimously approved the appointment of Mr. Ronald R. Caplett to the position of Instructor in Business Administration, and Mr. Wallace H. Logan to the position of Personal Development Instructor/Recruiter in the HRD program. This

approval was given upon a motion by Mr. Allen Fullwood, seconded by Mr. Charles Henson.

There being no further business, the meeting adjourned at 7:40 a.m. by consensus.

Respectfully submitted,

Mr. Charles S. Digh
Chairman

Ms. Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

November 26, 1986

The Board of Trustees of Western Piedmont Community College met in a Special Called session on Wednesday, November 26, 1986, at 12:00 noon in room G-23 of the Student Services building. Mr. Charles S. Digh, Chairman, presided.

Members Present:	Mr. Charles S. Digh, Chairman Mr. Allen W. Fullwood Mrs. Martha G. Hemphill Mr. William A. Kendall Mrs. Helen McDowell Mrs. E.W. Phifer, Jr. Mr. J.R. Simpson II Mr. Claude S. Sitton
Members Absent:	Mrs. Elsie H. Childres Mr. Robert P. Carr Mr. Charles T. Henson Mr. D. Holman Sigmon Ms. Julie Clay, Student Trustee
Others Present:	Dr. Jim A. Richardson, President Mr. Ken Clark, Vice President for Administrative Services Mr. Sam Avery, Assistant to the President Ms. Linda Wall, Foundation Secretary Mr. Henry Bernhardt, IDA Consultant Mr. John McCurry, Reporter, News Herald Ms. Ruth Bowman, Recording Secretary

Chairman Digh called the meeting to order and Mr. J.R. Simpson immediately made a motion, seconded by Mr. Allen Fullwood, that the Board go into executive session to discuss the possibility of entering into a contract with IDA to conduct a capital campaign to raise an additional $2.1 million for the

construction of the proposed Learning Resources Center.

Upon returning to open session, the Board unanimously voted, upon a motion by Mrs. E.W. Phifer, Jr., seconded by Mrs. Martha Hemphill, to enter into a contract with IDA to conduct this fund-raising campaign. The Executive Committee will work with Mr. Henry Bernhardt of IDA to negotiate the terms of a contract.

Chairman Digh then presented Robert Salsbury's proposal of $2,000 to design plans for restroom facilities at the lake site. Upon a motion by Mr. Claude Sitton, seconded by Mr. Fullwood, the Board unanimously approved this proposal as presented.

President Richardson then informed the Board that he had been selected as a candidate for a seat on the AACJC Board of Directors and asked for their permission to campaign for this position. The Board unanimously endorsed this request upon a motion by Mr. Fullwood and a second by Mr. Sitton.

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

Respectfully submitted,

Charles S. Digh
Chairman

Ms. Ruth Bowman
Recording Secretary