MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

January 9, 1989

The Board of Trustees of Western Piedmont Community College met in Special Session on Monday, January 9, 1989, at 7:30 p.m. in Room G-23. Claude S. Sitton, Chairman, presided.

Members Present:	Claude S. Sitton, Chairman Elsie H. Childres Charles S. Digh Allen W. Fullwood Charles B. Gallagher, Jr. Charles T. Henson William A. Kendall Helen McDowell J.R. Simpson II Teresa Hobbs, Student Trustee
Members Absent:	Robert P. Carr Martha G. Hemphill Frank C. Patton, Jr.
Others Present:	Jim A. Richardson, President Kenneth N. Clark, Vice President for Administrative Services Richard N. Greene, Vice President for Academic Affairs Larry R. Clark, Dean of Planning Grady R. Pitts, Dean of Development George Knox, President, Faculty Senate Kelly Winters, Reporter, The News Herald Ruth Bowman, Recording Secretary

Chairman Sitton opened the meeting by making a motion that a Letter of Resolution be presented to Mr. Charles Digh, past chairman of the Board. Seconded by Elsie Childres, the motion was unanimously passed.

Disposition of the Minutes - Upon a motion by Allen Fullwood, seconded by Ms. Childres, the minutes of the November 19,1988 meeting were approved with corrections noted. At this point Chairman Sitton disseminated various materials to those present including a sample listing of full-time faculty and staff honors and appointments during 1988. These were for information only and no action was necessary.

Grady Pitts, Dean of Development, then spoke of the events being planned for the College's 25th Anniversary celebration in late April of this year. These events include afternoon and evening activities and entertainment for the citizens of Burke County. A schedule of events will be presented later.

Chairman Sitton then informed those present that the Executive Committee met on November 28, 1988 for the purpose of hiring Jan Steunkel for the position of Instructor in Nursing.

Joint Meeting of Finance & Buildings & Grounds Committees- Mr. Charles Henson, Chairman of the Finance Committee, reported that the two committees met jointly on January 5, 1989, and made the following recommendations to the full Board:

- that $49,000 be approved for roof roof replacement of "E" building. Charles Gallagher seconded the recommendation which was unanimously passed.
- that Budget Revisions S-25, S-26, S-27 be approved as presented. Charles Digh seconded the recommendation which was unanimously passed.

Mr. Henson also stated that the committee members also discussed strategies for developing for the County a five-year capital needs plan, prioritizing the College's anticipated needs during this time period. Some of the priorities discussed were the renovation of Moore building, upkeep of the Phifer Learning Resources Center, Senior Center operations, campus security, etc. This was given for information only and no action was necessary.

President Richardson then reported that WPCC had been asked by the American Association of Colleges and Junior Colleges to make a presentation at their next national meeting in March.

President Richardson also informed members present of the Institute of Governments' Law Conference to be held in early February and encouraged those who could to attend.

Dean Pitts then reported that the 1988 Annual Giving Campaign had surpassed its goal of $85,000 and that plans are being made for the 1989 Annual Giving Campaign.

Dean Pitts also gave an update on ticket sales for the Lewis Grizzard Benefit program, sponsored by the Western Piedmont Foundation, stating that the benefit is sold out except for approximately twenty $50 tickets. The benefit performance is scheduled for January 28, 1989.

An invitation to the trustees was extended by Dean Pitts to attend a lecture by Dr. Russell Kirk on February 10, 1989 at 7:00 p.m. in Moore Auditorium. Kirk is well known as an expert on the conservative movement and a former close friend of T.S. Elliott. His topic for this visit will be **The Origins and Future of the Conservative Movement.**

Teresa Hobbs, President of the SGA, presented an Update and Report on the projects that the SGA is working on at this time. This report was given for information only and no action was necessary at this time.

Chairman Sitton then spoke of the need to revise the College's By-Laws. Appointed to chair a committee to review these By-Laws was J.R. Simpson II along with Charles Henson, Charles Digh and Larry Clark. The committee is to report their recommendations to the full Board at a later date.

President Richardson presented a memo from B.E. Mendenhall, President of the North Carolina Community College Trustees Association, proposing that trustee terms be extended to six-year terms rather than four. Board members present were in agreement with this proposal and agreed that a letter of support be sent to Mendenhall.

Chairman Sitton next informed the Board of his idea that the College put together a photo album of all employees and trustees of the College. Larry Clark will report on this to the Board at their next meeting. At this point, Dean Clark disseminated to each member present a pocket profile of the College and the latest issue of the College's publication, **The ENVOY.**

Dean Clark then informed the Board that DCC has funded a joint industrial training center between Western Piedmont and Caldwell Community College which will focus on manufacturing and industry. Grant money for this consortion amounts to $37,000 for the first six months of this year.

Dean Pitts reported that the Foundation has provided $10,000 for a mini-grants program which will allow staff and faculty of the College to apply for special projects.

Mr. Henson then made a motion, seconded by Ms. Childres, that the Board go into executive session to discuss the acquisition of property.

Upon returning to open session, the meeting adjourned at 9:50 upon a motion by Ms. Helen McDowell and seconded by Ms. Childres.

Respectfully submitted,

Claude S. Sitton
Chairman

Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

February 8, 1989

The Board of Trustees of Western Piedmont Community College held its Monthly Meeting on Wednesday, February 8, 1989, at 7:00 p.m. in the Board Room of Moore Hall. Claude S. Sitton, Chairman, presided.

Members Present:	Claude S. Sitton, Chairman Elsie H. Childres Charles S. Digh Allen W. Fullwood Martha G. Hemphill Charles T. Henson Helen McDowell J.R. Simpson II
Members Absent:	Robert P. Carr Charles B. Gallagher, Jr. William A. Kendall Frank C. Patton, Jr. Teresa Hobbs, SGA President
Others Present:	Dr. Jim A. Richardson, President Kenneth N. Clark, Vice President for Administrative Services Richard N. Greene, Vice President for Academic Affairs Larry R. Clark, Dean of Planning Grady R. Pitts, Dean of Development George Knox, President of Faculty Senate Ruth Bowman, Recording Secretary

J.R. Simpson, Chairman of the By-Laws Committee, reported that this committee had met and reviewed most of the current by-laws in depth. Recommendations should be ready for the full Board at the next meeting in March.

Larry Clark, Dean of Planning, next reported that WPCC has applied to AACJC for participation in a FIPSE grant. If selected, WPCC will be one of five two-year colleges nation-wide to develop a model student tracking system.

Elsie Childres then reported that she had attended the Annual Law Conference in Chapel Hill and that it was very interesting and informative. Her materials are available for trustee review.

Grady Pitts, Dean of Development, reported that the Lewis Grizzard Performance was more successful than anticipated and may have netted in excess of $12,000 for the Foundation. Chair-man Sitton then suggested that a letter of appreciation be sent to Western Piedmont Foundation, The News Herald and Bowman, Boggs & Gallagher, co-sponsores of the Grizzard Performance. As originator of the program, trustee Charles Gallagher should also be thanked by the Board.

Mr. Pitts then informed the Board of the scheduled visit of author, Russell Kirk, to WPCC on Friday, February 10, 1989, and invited all trustees and administrators to attend.

President Richardson reported that all contributions made to the College during 1987 was approximately $150,000. He further stated that Blueprint for Progress payments are on schedule.

Ms. Childres, chairperson of the Personnel Committee, advised that the committee met at 6:30 p.m. prior to the full Board meeting, and recommended that George Fouts be granted an indefinite leave of absence to accept an administrative post as assistant to State President Robert Scott in the Department of

Community Colleges. Upon a motion by Martha Hemphill, seconded by Charles Henson, Mr. Fouts' leave was unanimously approved as requested.

President next advised the Board that a Summer Enhancement Program for high school minorities was in the planning stage and would be brought before the Board at a later date.

Mr. Clark then disseminated a preliminary schedule of 1989 events for the College's 25th Anniversary Celebration beginning in April.

Mr. Clark also informed those present that the College had nominated its Handicapped Services Program for an award from the National Organization of Disabilities/J.C. Penny Fund.

President Richardson informed those present that Allen Fullwood had received an award for Outstanding Services By Blacks.

There being no further business, the meeting adjourned at 7:30 p.m. by consensus.

Respectfully submitted,

Claude S. Sitton
Chairman

Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

March 16, 1989

The Board of Trustees of Western Piedmont Community College held its Regular Meeting on Thursday, March 16, 1989 at 7:00 p.m. in the Board Room of Moore Hall. Claude S. Sitton, Chairman, presided.

Members Present: Claude S. Sitton, Chairman
Robert P. Carr
Elsie H. Childres
Charles S. Digh
Allen W. Fullwood
Charles B. Gallagher, Jr.
Charles T. Henson
Helen McDowell
Frank C. Patton, Jr.
J.R. Simpson II
Teresa Hobbs, SGA President

Members Absent: Martha G. Hemphill
William A. Kendall

Others Present: Dr. Jim A. Richardson, President
Kenneth N. Clark, Vice President for Administrative Services
Richard N. Greene, Vice President for Academic Affairs
Larry R. Clark, Dean of Planning
George Knox, President, Faculty Senate
Jeanne Walden, Director, Small Business Center
Robert Salsbury, Architect
Leta Parks, Reporter, The News Herald
Ruth Bowman, Recording Secretary

Chairman Sitton opened the meeting by introducing Ms. Leta Parks, reporter for the News Herald, covering educational news.

Chairman Sitton then called on Robert Salsbury, Architect, to give an update on the construction of the Phifer Learning Resources Center. Mr. Salsbury stated that although construction is behind schedule by one week at this time, completion of the entire project is projected to be July 21. He also informed Board members that this includes the Senator Sam Ervin room in the library.

Jeanne Walden, Director, gave a report on the status of the Small Business Center which opened on December 1, 1988. She advised trustees that classes and activities are underway and that approximately fifty clients have been served. An Open House has been set for May 11, 1989. She encouraged all who could to be in attendance.

Chairman Sitton then read and presented a Resolution of Appreciation from the trustees to Charles S. Digh for his service and dedication to the College.

Finance Committee Report - Charles T. Henson, Chairman, presented the Committee's recommendation for approval of Budget Revisions S-28 and S-29 which were unanimously approved upon a second by Elsie Childres. Budget Revision S-30 was unanimously approved upon a motion by Mr. Henson, seconded by Mr. Allen Fullwood. Mr. Henson then presented the Committee's recommendation for approval of the College's FY1989-90 County Fund Budget Request and the FY1989-90 Budget Request for the Morganton-Burke Senior Center. After a lengthy question and answer session, the College's County Fund Budget Requests were approved as presented upon a motion by Mr. Henson, seconded by Mr. Charles Digh, with Mr. J.R. Simpson abstaining.

Personnel Committee Report - Ms. Elsie Childres, chairperson, informed members present that she has been provided with a list of Position Recruitment Needs that will be open for advertisement after June 15, 1989. This was given for information only and no action is needed at this time.

Buildings & Grounds Committee Report - Mr. Robert Carr, Chairman, had no report from this committee at this time.

By-Laws Committee - Mr. J.R. Simpson, Chairman, reported that the committee had met several times and developed proposed changes to the By-Laws which become effective July 1, 1989. Copies of the proposed new By-Laws were distributed to each trustee. Discussion and action was requested for the next full Board meeting. Chairman Sitton agreed that this would be placed on the agenda for the next meeting.

25th Anniversary - Larry Clark, Dean of Planning, disseminated a Calendar of Events asking trustees to especially attend the April 3 "Birthday Party" scheduled for 11:45 a.m. on the Entrance Plaza and Breezeway. The April 22 Blues Concert and Fall dedication of the Phifer Learning Resources Center, with time capsule, were also mentioned.

Student Enrollment Report - Richard Greene, Vice President for Academic Affairs, reported that Spring Enrollment 1989 (at the end of registration) is up 3.9% Headcount and 9.4% FTE over Spring ENrollment last year.

President's Report - President Richardson reported on the following:

- The College has asked for funding to develop a new Horticulture program at the Western Youth Institution.

This will be a vocational diploma and certificate program for inmates.

- On April 5 and 6, the College will have a Methods of Administration Visit from DCC concerning sex ratios in curriculum classes.
- The Summer Enrichment Program is almost developed. Ten minority students (rising juniors and seniors) will attend two weeks at the College with five days at Outward Bound.
- We have talked with 14 elementary schools in Burke County about the 6th grade scholarships to be awarded to one student in each school this spring.
- WPCC will be one of six colleges affiliated with AACJC through a FIPSE grant to develop a national model for tracking student progress. This will be a three-year project.
- WPCC received second year funding for our Nursing grant ($143,000 with $82,000 as student stipends).

SGA Report - Teresa Hobbs, President, presented for information the student activities scheduled between now and graduation. She encourage all trustees present to attend as many of these activities as possible.

Chairman's Report - Chairman Sitton made the following announcements:

- Charles Gallagher and Elsie Childres have been named to the Burke County United Way Board of Directors.
- President Richardson has been appointed to Repay's Board of Directors; appointed to a three-year term at Southern Association of Community, Technical and Junior

Colleges, which serves eleven states; and will be giving a presentation, along with Richard Greene, Larry Clark and Billie Meeks, at the AACJC Conference in Washington, DCC on March 30.

- Senator Terry Sanford will be on our campus March 21 to talk with students and to tour the campus.

Chairman Sitton then reminded those present that President Richardson's contract will soon be up. Upon a motion by Mr. Simpson, seconded by Charles Gallagher, Chairman Sitton asked the Personnel Committee to review the President's contract and bring their recommendations to the next Board meeting. The motion was unanimously approved.

There being no further business, the meeting adjourned at 8:45 p.m. by consensus.

Respectfully submitted,

Claude S. Sitton
Chairman

Ruth Bowman
Recording Secretary

M I N U T E S

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

SPRING QUARTERLY MEETING

May 8, 1989

The Board of Trustees of Western Piedmont Community College held its spring quarterly meeting on Monday, May 8, 1989, in room 23 of G Building on the College campus. Because several members of the Board and Administration were not present at the 7 o'clock hour due to unforeseen circumstances, the consensus of the Board was to delay calling the meeting to order until those persons arrived. Upon their arrival, Mr. Claude S. Sitton, Chairman, called the meeting to order at 7:10 p.m. All members of the Board were present.

Members Present:
Mr. Claude S. Sitton, Chairman
Mr. Robert P. Carr
Mrs. Elsie H. Childres
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mr. Charles B. Gallagher, Jr.
Mrs. Martha G. Hemphill
Mr. Charles T. Henson
Mr. William A. Kendall
Mrs. Helen McDowell
Mr. Frank C. Patton, Jr.
Mr. J. R. Simpson, II
Ms. Teresa Hobbs, Student Trustee

Others Present:
Dr. Jim A. Richardson, President
Mr. Richard N. Greene, Vice President
Academic Affairs
Mr. Larry R. Clark, Dean
Planning and Research
Mr. David P. Puckett, Associate Dean
Business and Industry

Mr. Jack H. Huss, Director
Natural Sciences-Engineering
Mr. Gary C. Jennings, Director
Health Sciences
Dr. Carolyn G. West, Director
Humanities/Social Sciences
Mr. Harold P. Olsen
Machinist Coordinator-Instructor
Mr. Shirley A. Smith
Auto Mechanics Coordinator-Instructor
Mrs. Gwen M. Eller, Biology Instructor
Mrs. Ruby D. Pharr, Biology Instructor
Mrs. Lenada C. Williams, Secretary
Humanities/Social Sciences
Ms. Janet Blevins, Student
Mr. Lyndon Pack, Student
Ms. Victoria Ann Searcy, Student
Ms. Leta Parks, Reporter, News Herald
Miss Dorothy A. Whitener
Recording Secretary

Chairman Sitton suggested the Board dispense with the reading of the minutes. The consensus of the Board was to approve the minutes as distributed. Next, there was no objection to taking the agenda items out of order.

Buildings and Grounds Committee Report. Mr. Carr, Committee Chair, informed the Board that a restroom facility at the lake is being studied. One new idea was to add the facility to the existing building. Recommendations will be submitted to the Building and Grounds Committee and the Board following a cost analysis by Ken Clark. Another greenhouse is being considered but no decision for recommendation has been reached. The Phifer Learning Resources Center is on schedule and expected to open in late July. The Board received the report by consensus.

Recognition of Charter Faculty and Staff Members. President Richardson and Board Chairman Sitton recognized seven charter College faculty and staff members and presented them with a twenty-fifth anniversary clock. Recognized were: Mr. Harold P.

Olsen, coordinator-instructor of machinist program; Mr. Jack H. Huss, director of natural sciences-engineering; Mr. Shirley A. Smith, coordinator-instructor of auto mechanics program; Mrs. Gwen M. Eller, biology instructor; Mrs. Ruby D. Pharr, biology instructor; Mrs. Lenada C. Williams, secretary in humanities-social sciences; and Mr. Larry R. Clark, dean of planning and research. Dr. Richardson commented on each of their contributions to the College.

Also recognized were three students. Ms. Victoria Ann Searcy was recognized as an essay contest winner of the Southeastern Regional Co-operative Education Association. Mr. Lyndon Pack and Ms. Janet Blevins were recognized as award recipients at a recent North Carolina Phi Beta Lamba conference.

Following these commendations, guests were excused if they so desired.

Golf Tournament Report. Mr. Patton, First Vice President of the College Foundation, expressed pleasure in the attendance at the annual golf tournament held that day as well as the good relations built in the community through this endeavor.

Trustee Award. Chairman Sitton announced that Mrs. Mary Adair Phifer was honored as a result of a nomination by President Richardson to the North Carolina Chapter of the American Association of Women in Junior and Community Colleges at its annual conference in April.

President's Report. Dr. Richardson informed the Board of the following College achievements and events: March 23 - A Salute to Historic Black Women production; April 1 - Students

returned from the France Tour; April 17-20 - President and Dean Clark participated in a SACS evaluation at Frank Phillips College, Texas; April 22 - A campus twilight concert with approximately 900 people attending was organized by Grady Pitts; May 8 - U. S. Congressman Cass Ballenger visited the Morganton-Burke Senior Center; May 11 - Dr. Herbert Gross, a motivational speaker from Appalachian State University addresses College faculty and staff on the Role of Community Colleges; May 11 and 12 - ex-Congresswoman Shirley Chisholm speaks to public and students; April 30 - May 14 - God's Trombones production at the College, Freedom High School, and East Burke High School; May 17 - Burke Collegiate Scholarship Committee is to meet and select recipients; May 17-21 - Student trip to New York Art Show; and June 1 - College Graduation.

The Outstanding Alumni Award and Teacher Award selections are in progress with announcements to be made at graduation. On June 1-3 the southern regional meeting of the Association of Community College Trustees will be in Charleston, South Carolina. Jackie Torrence, a well-known storyteller, will be on campus June 13 for two presentations. Plans are nearly finalized for "Making It To The Top!" a cooperative summer enrichment program for minority high school students between the College and Outward Bound School. Visitation teams from the National League of Nursing, Medical Office Assisting, and Medical Laboratory Technology have been on campus doing program re-accreditation studies.

Next, Dr. Richardson briefed the Board on his upcoming speaking engagements. These included Central Virginia Community College's graduation, Morganton Lion's Club meeting, the North Carolina Trustees' Association meeting in Raleigh, the annual foundation meeting of John Tyler Community College in Virginia, and the First Union sponsored North Carolina Scholars Program, Morganton. In addition, Dr. Swanson Richards, president of Surry Community College, has requested Dr. Richardson to conduct a one-day evaluation of Surry's organizational structure.

Finance Committee Report. Mr. Henson, Committee Chair, explained that the Committee had met the previous Friday; however, a quorum was not present. Committee members had received a report from the Administration concerning the reversion of $9,505 to the Department of Community Colleges due to two audit exceptions for courses no longer earning FTE (Full Time Equivalency). Reference was made to the detailed information in the Board's agenda packet distributed prior to the meeting. Following an explanation by Mr. Greene, a recommendation led to a motion to approve the reversion of $9,505 to the Department of Community Colleges. The motion was duly seconded and passed unanimously.

Personnel Committee Report. Mrs. Childres, Committee Chair, asked Mr. Greene to report on the Committee's meeting held prior to the Board meeting. Mr. Greene presented, for the Board's information a detailed report on requests from five faculty members and two non-faculty members for educational leave with pay during Summer Quarter, 1989, and from two faculty members for

half-time educational leave with pay while teaching half-time. A discussion followed during which Mr. Fullwood stated that he had problems granting one of the faculty applicants educational leave. This led to a motion for the Board to go into Executive Session to discuss this personnel matter and to discuss the President's annual evaluation. Duly seconded, the Board voted unanimously to go into Executive session. President Richardson, Mr. Greene, and Miss Whitener, recording secretary, were asked to stay in the meeting. During the Executive Session President Richardson, Mr. Greene, and Miss Whitener were asked to leave prior to consideration of the President's annual evaluation.

After returning from Executive Session, a motion was made, duly seconded, and the Board unanimously approved educational leave with pay during Summer Quarter, 1989, for faculty members Paul E. Daurelle, Cheryl L. Oxford, Kathy H. Scott, Debra R. Wilmesherr and non-faculty member, Jean H. Sherrod. Billie A. Meeks was approved for one week of educational leave with pay. Martha Q. McDougal and Gary M. Suddreth were approved for half-time educational leave with pay while teaching half-time loads Fall Quarter, 1989.

Next, a motion was made to give President Richardson a favorable evaluation. The motion was seconded and the Board approved with a vote of eleven to one with one dissenting vote being made by Mr. Simpson.

A motion was made to extend President Richardson's contract for four years. After being seconded, a motion was made to amend the original motion by reducing the contract to writing. The

amendment was seconded and defeated by a vote of four for the amendment and seven against. The question was called on the original motion to extend President Richardson's contract for four years. The Board approved with a vote of eleven to one with the dissenting vote by Mr. Simpson.

A motion was then made that Dr. Richardson's salary will be determined by the full amount of State funding and by the full amount of the County funding that will be forthcoming. Duly seconded, the Board approved with a vote of eleven to one with the dissenting vote by Mr. Simpson.

Mrs. Childres then informed the Board that four positions were presently being recruited for applicants. At the request of Mrs. Childres, Mr. Greene described the following positions: Coordinator for Disadvantaged Students with an application closing date of May 12 and an employment date of June 5; Coordinator/Instructor for Medical Assisting with an application closing date of May 15 and an employment date June 1; Director of Learning Lab with an application closing date of May 29 and an employment date of July 1; and Instructor in English with an application closing date of June 30 and an employment date of August 31. The Instructor in Paralegal position was closed for applications on April 28. The Administration has completed interviews, and a recommendation is being considered. Announcement was made that the Board will need to meet in about two weeks to make decisions on these positions with expected employment dates of early June.

By-Law Revisions. Due to the lateness of the hour, a motion was made to postpone discussion of By-Law revisions to a later date. Duly seconded, the Board approved by consensus. Dr. Richardson asked that the By-Laws Committee meet with him before the next Board meeting to discuss recent SACS requirements that should be incorporated into the Board By-Laws.

A short discussion regarding the annual meeting of the North Carolina Community College Trustees Association followed four Trustees indicated plans to attend May 17-18.

The Board decided by consensus to meet again on Wednesday, May 24, to discuss the Personnel Committee's recommendations regarding personnel appointments and revisions to the By-Laws.

Student Government Association President, Teresa Hobbs, announced that the annual spring barbecue will be on campus Thursday, May 18, from 4:30 to 7:30 p.m. and invited the Trustees and their families.

There being no further business, the meeting adjourned at 9:40 p.m.

Respectfully submitted,

Claude S. Sitton

Claude S. Sitton, Chairman
Board of Trustees

Dorothy A. Whitener

Dorothy A. Whitener
Recording Secretary

M I N U T E S

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

SPECIAL CALLED MEETING

May 24, 1989

The Board of Trustees of Western Piedmont Community College met in a special called meeting on Monday, May 24, 1989, in room 23 of G Building on the College campus. In the absence of a quorum, the consensus of the Board members was to go into a working session until a quorum was present. Chairman Sitton presided.

During the working session, the minutes of the last meeting were circulated for review to be acted upon later in the meeting.

Mrs. Elsie Childres, Personnel Committee Chair, gave a brief report regarding the Committee's recommendation of Mrs. Margaret Ann Giles for the position of Coordinator/Instructor of Medical Assisting. Appointment nomination information was disseminated for review by the Board members.

Dr. Richardson, President, discussed the need of child care for students on campus and recommended the Board consider looking into the need. Chairman Sitton commented on the positive response of students concerning this issue that he had witnessed on campus recently and suggested a committee be considered later in the meeting.

Chairman Sitton asked Board members who attended the North Carolina Trustees Association to comment on the sessions they

attended. Mr. Digh responded that he had attended the Planning Budget Evaluation session. Impressed with the presentation, Mr. Digh suggested the College staff disseminate copies of the Guilford Timeline document to Board members for their perusal.

Mr. Henson related that he had attended the Tech-Prep Programs session and explained the cooperative effort between a local board of education and a community college board of trustees in technical program areas. Mr. Henson reported that the program's report card was impressive with increased SAT scores and a reduced drop-out rate of students. Dr. Richardson announced that he had discussed this program possibility at noon today (May 24, 1989) with Mr. Carlos Hicks, Burke County Schools Superintendent, and that they will be looking at this program together.

Mr. Fullwood stated that Chairman Sitton, President Richardson, and Dean Clark had an enlightening presentation on planning which is viewed throughout the state as a model.

Upon the arrival of a seventh trustee, a quorum was declared present and the meeting was called to order at 7:35 p.m. by Chairman Sitton.

Members Present:
Mr. Claude S. Sitton, Chairman
Mrs. Elsie H. Childres
Mr. Charles S. Digh
Mr. Allen W. Fullwood
Mrs. Martha G. Hemphill
Mr. Charles T. Henson
Mrs. Helen McDowell
Ms. Teresa Hobbs, Student Trustee

Members Absent:
Mr. Robert P. Carr
Mr. Charles B. Gallagher, Jr.
Mr. William A. Kendall
Mr. Frank C. Patton, Jr.
Mr. J. R. Simpson, II

Others Present: Dr. Jim A. Richardson, President
Mr. Richard N. Greene, Vice President
Academic Affairs
Mr. Kenneth N. Clark, Vice President
Administrative Services
Mr. Larry R. Clark, Dean
Planning and Research
Mr. Grady R. Pitts, Dean
Development
Ms. Leta Parks, Reporter, News Herald
Ms. Patrice Michaels, Secretary
Miss Dorothy A. Whitener
Recording Secretary

Consideration and Disposition of Minutes. Upon a motion by Mr. Digh, and a second by Mrs. McDowell, the Board approved the Minutes of May 8, 1989, as distributed.

Personnel Committee Report. Mrs. Elsie Childres, Committee Chair, recommended Mrs. Margaret Ann Giles for the position of Coordinator/Instructor of Medical Assisting. A motion followed and was duly seconded. During the brief discussion that followed, Mrs. Childres explained that Mrs. Giles' appointment will be to replace Mrs. Mary Jane Simmons who will be retiring at the end of this Spring Quarter. There being no further discussion, the Board approved Mrs. Giles unanimously for the position of Coordinator/Instructor of Medical Assisting.

By-Laws Revisions Report. Chairman Sitton explained that revisions to the Board By-Laws required nine members of the Board present and voting. Lack of a quorum was noted, so the decision was made to proceed with a review of the major changes proposed by the By-Laws Sub-Committee. Chairman Sitton requested Dean Clark to go through the draft copy with the Trustees page by page.

Mr. Clark explained that in essence the intent of the proposed changes is to make the By-Laws current and a working document. Also, the Board of Trustees is required by the Southern Association of Colleges and Schools to review their By-Laws periodically. Mr. Clark stated that there were substantive changes such as removing sexism and adding new general statutes; however, there were not substantial changes.

Mr. Clark proceeded to clarify the changes page by page with Trustees discussing items periodically as questions arose. Following explanations and discussions, Mr. Clark suggested a procedure for the next meeting would be to consider and vote on each article separately until the review is completed. Dr. Richardson submitted several proposed changes to the By-Laws for consideration. Chairman Sitton asked Mr. Clark to incorporate these administrative recommendations into a new draft document for the next Board meeting.

Next, Chairman Sitton brought up the child care issue discussed earlier in the meeting. Chairman Sitton appointed Mrs. Hemphill to chair an Ad Hoc Committee on Day Care and asked Mrs. McDowell, Mr. Carr, Mr. Digh, and Ms. Hobbs to serve on that committee. Dr. Richardson suggested Mr. Greene should also sit on this Committee. The mission of the Committee will be to study the need for child care by Western Piedmont Community College students, including costs, and funding possibilities.

A motion was made for the Board to adjourn to Executive Session to discuss a possible legal matter. Dr. Richardson,

Mr. Greene, and Mr. Pitts were asked to remain in the Executive Session. All others were dismissed. No actions were taken following the Executive Session.

Upon returning from Executive Session, Mr. Pitts gave a report concerning the Burke Collegiate Scholarship recipients. A trip to Washington, DC, is being finalized for fourteen sixth-grade scholars June 26-29, 1989. Concerts and tours will be an integral part of the trip for the students. Also, Mr. Pitts announced that twelve minority students will be attending the Outward Bound and Western Piedmont Community College cooperative summer enrichment program.

Dr. Richardson reminded Trustees that Mr. Fullwood, Mr. Greene, and he would be attending the Southern Region Trustees Association meeting in Charleston, South Carolina, June 1-4. Also, Dr. Richardson reminded Trustees of the College Graduation exercises on Thursday, June 1, 1989, at the City of Morganton Municipal Auditorium.

The Board agreed to meet again on Wednesday, June 7, 1989, at 7 p.m. in room 23 of G Building. There being no further business, the Board adjourned at 9:20 p.m. by consensus.

Respectfully submitted,

Claude S. Sitton

Claude S. Sitton, Chairman
Board of Trustees

Dorothy A. Whitener

Dorothy A. Whitener
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

June 7, 1989

The Board of Trustees of Western Piedmont Community College met in Special Session on Wednesday, June 7, 1989, in Room 23 of "G" Building. Claude S. Sitton, Chairman, presided.

Members Present:	Claude S. Sitton, Chairman Robert P. Carr Elsie H. Childres Charles S. Digh Allen W. Fullwood Charles B. Gallagher, Jr. Martha G. Hemphill Charles T. Henson Helen McDowell Frank C. Patton, Jr. J.R. Simpson II
Members Absent:	William A. Kendall
Others Present:	Jim A. Richardson, President Kenneth N. Clark, Vice President for Administrative Services Richard N. Greene, Vice President for Academic Affairs Larry R. Clark, Dean of Planning Grady R. Pitts, Dean of Development George Knox, Chairman, Faculty Senate Ruth Bowman, Recording Secretary

Chirman Sitton declared a quorum and opened the meeting by calling for disposition of the Minutes of their May 24, 1989 meeting. Since a copy of these Minutes had not been mailed out prior to this meeting, action was postponed until the next meeting of the full Board.

Report of the Personnel Committee - Elsie Childres, Chairperson, reported that the Committee met prior to the full Board meeting and recommended for approval the following appointments: Keith A. Conley to the position of Coordinator for Disadvantaged Students, unanimously approved upon a second by Martha Hemphill, and Rebecca C. Caraway to the position of Learning Lab Director, unanimously approved upon a second by Charles Henson.

Report of the President - President Richardson gave a status report on the College's grant applications stating that the following grant monies have been received for 1989-1990:

Nursing Special Project	$154,000
Criminal Offenders Horticulture Program	30,000
National Science Foundation Chemistry Equipment	21,000
JTPA 8% Funds Job Service Center	17,000
Apprenticeship Training	3,500
Total Received	$225,500

Due Process Hearing - Mr. J.R. Simpson made a motion, seconded by Charles Gallagher, that Chairman Sitton be given the authority to consult with the College attorney concerning the Heather Foster due process hearing scheduled for tonight. The motion passed unanimously. Mr. Gallagher than made a motion, seconded by Allen Fullwood, that the Board go into executive session to consider the Due Process Hearing for WPCC student Heather Foster, who is a hearing impaired student requesting special consideration for admittance into the Nursing Program. Heather is being represented by her father, John Foster, State Advocate, Idell Pierce, and herself. Heather's interpreter will be Sherry Proctor.

At the conclusion of the executive session, it was decided by unanimous vote to postpone consideration of the By-Laws Revisions to a later date . Chairman Sitton informed College personnel that they had fulfilled their duties for the evening and were given permission to leave the Board meeting at 9:15 p.m. The Board returned to executive session to continue discussion of the Foster Hearing. No action was taken with adjournment at 9:45 p.m. Further discussion of this Hearing was set for Wednesday, June 14, 1989.

Respectfully submitted,

Claude S. Sitton
Chairman

Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

June 14, 1989

The Board of Trustees of Western Piedmont Community College met in Special Session on Wednesday, June 14, 1989, for the continuation of the Heather Foster Hearing. Mr. Claude Sitton, Chairman, presided.

Members Present:	Claude S. Sitton, Chairman Elsie H. Childres Charles S. Digh Allen W. Fullwood Charles B. Gallagher, Jr. Martha G. Hemphill Helen McDowell Frank C. Patton, Jr. J.R. Simpson II
Members Absent:	Robert P. Carr Charles T. Henson William A. Kendall
Others Present:	John H. McMurray, College Attorney

Chairman Sitton declared the meeting open and a motion was made and seconded that the Board go into executive session to continue the Heather Foster Hearing.

Upon returning to open session, a motion was made to admit Heather Foster to the Nursing Program. The vote was 4 to 4 with Childres, Digh, Hemphill, Patton voting against and Fullwood, Gallagher, McDowell and Simpson voting in favor, and Chairman Sitton abstaining. Martha Hemphill then made a motion that the Board go back into executive session for further discussion. Upon returning to open session, Chairman Sitton moved that the

matter be remanded to the ADN program coordinator to determine whether Heather's impairment, including the degree of hearing, would qualify her for acceptance into the program. The motion died for lack of a second. Charles Gallagher moved that the matter be continued and that Dr. Elzie Hart, Jr., Otolaryngo-list, and Mr. Leland Rhame, Audiologist, be invited back to provide further information to the Board about the degree of the hearing impairment of Heather Foster. Elsie Childres seconded this motion which carried with J.R. Simpson dissenting. Helen McDowell made a motion that one slot in WPCC's Nursing Program be reserved for Heather until the Board could make a decision. Charles Gallagher seconded the motion which was unanimously passed.

There being no further business, the meeting adjourned by consensus.

Respectfully submitted,

Claude S. Sitton
Chairman

Martha G. Hemphill
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

June 21, 1989

The Board of Trustees of Western Piedmont Community College met in Special Session on Wednesday, June 21, 1989 at 7:00 p.m. in Room 23 of "G" Building. Claude Sitton, Chairman, presided.

Members Present:	Claude S. Sitton, Chairman Robert P. Carr Elsie H. Childres Charles S. Digh Charles B. Gallagher, Jr. Martha G. Hemphill Charles T. Henson William A. Kendall Helen McDowell Frank C. Patton, Jr. J.R. Simpson II
Members Absent:	Allen W. Fullwood
Others Present:	Richard N. Greene, V-P Academic Affairs Patricia Crumpler, Coordinator, Nursing Dr. Elzie F. Hart, Jr., Otolaryngolist Mr. Leland Rhame, Audiologist

Chairman Sitton declared the meeting open, stating that the purpose of the meeting was the continuation of the Due Process Hearing of Heather Foster. A motion was then made and seconded that the Board go into executive session to continue deliberation.

Upon returning to open session, a motion was made by Elsie Childres, seconded by Bill Kendall, that Heather Foster not be admitted to the College's Nursing Program. The motion passed by a 7 to 4 vote with J.R. Simpson, Charles Gallagher, Helen

McDowell and Claude Sitton opposing. The Board Secretary, Charles Gallagher, was then instructed by the Chair to advise Ms. Foster by letter of the Board's decision. Mr. Gallagher then made a motion that the Minutes of the Board's closed session be unsealed. The motion passed by a 6 to 5 vote.

There being no further business the meeting adjourned by consensus.

Respectfully submitted,

Claude S. Sitton
Chairman

Ruth Bowman
Transcribing Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

August 7, 1989

The Board of Trustees of Western Piedmont Community College met in Regular Session on Monday, August 7, 1989 at 7:00 p.m. in the Board Room of Moore Hall. Claude S. Sitton, Chairman, presided.

Members Present:	Claude S. Sitton, Chairman Robert P. Carr Elsie H. Childres Allen W. Fullwood Martha G. Hemphill Charles T. Henson J.R. Simpson II Linda S. Wall Fred Whalen
Members Absent:	Charles B. Gallagher, Jr. Helen McDowell Frank C. Patton, Jr.
Others Present:	Dr. Jim A. Richardson, President Richard N. Greene, V-P Academic Affairs Kenneth N. Clark, V-P Administrative Services Larry R. Clark, Dean of Planning Grady R. Pitts, Dean of Development George Knox, Coordinator/Instructor Criminal Justice Anna Wilson, Reporter, The News Herald Ruth Bowman, Recording Secretary

Chairman Sitton called the meeting to order and welcomed new trustees Linda Wall and Fred Whalen, and SGA President Matt Sweazy.

Larry Clark Presented a Letter of Resolution to be sent to William A. Kendall for his service and dedication to the College. Unanimous approval was given upon a motion by Elsie Childres, seconded by Martha Hemphill. Mr. Clark also read a Letter of Resolution to be sent to Charles Digh for his service and dedication to the College which was unanimously approved upon a motion by Allen Fullwood, seconded by Ms. Childres.

Disposition of the Minutes - Upon a motion by Mr. Fullwood, seconded by Ms. Childres, the Minutes of the May 24, 1989 meeting were unanimously approved as presented. Upon a motion by Ms. Childres, seconded by Charles Henson, the Minutes of the June 7, 1989 Meeting were unanimously approved with corrections. Upon a motion by J.R. Simpson, seconded by Mr. Fullwood, the Minutes of the June 14, 1989 Meeting were unanimously approved as amended. For the Minutes of the June 21, 1989 Meeting, Mr. Simpson made a motion that his comments "It's a dark day for the College . . . and that the College had violated a covenant with the deaf community", which he expressed at this meeting, be included in the minutes. Mr. Fullwood seconded the motion which was defeated by a vote of 7 to 2 with Mr. Simpson and Mr. Fullwood voting in favor of the motion. The Minutes were then approved as presented.

President's Report - President Richardson informed those present that final inspection of the Phifer Learning Resources Center was scheduled for Friday, August 11, 1989 and all those interested were welcome to attend this inspection.

Personnel Committee Report - Ms. Childres presented the Committee's recommendations on the following items: (1) Vacation/ Sick Leave time transfers from one state agency to another;

seconded by Ms. Hemphill, which passed with Mr. Simpson abstaining. (2) Two Life Insurance Programs to be offered to College employees; seconded by Mr. Fullwood, passed with Mr. Simpson opposing. (3) Appointment Nomination of Kathryn M. Wood for the position of Drug and Alcohol Coordinator/Instructor as of August 21, 1989; seconded by Robert Carr and was unanimously approved. (4) The Appointment Nomination of Joette T. Waddle to the position of English Instructor as of August 21, 1989; seconded by Mr. Whalen, passed with Mr. Simpson and Mr. Fullwood abstaining.

Richard Greene disseminated Position Open Announcements for the positions of Instructor of History and Political Science and Paralegal Instructor. This was for information only and no action was necessary at this time. Mr. Greene advised Board Members that the College has received two applications for the Nursing Instructor positions. One has already taken another job, the other will be interviewed on August 14. He further stated that the College is issuing contracts to part-time instructors for the clinical part of the Nursing program. The search for Nursing instructors will be reopened.

Policy Revision - Mr. Ken Clark presented for consideration and approval a policy revision of "Children on Campus". This policy revision was unanimously approved as presented upon a motion by Mr. Fullwood, seconded by Ms. Childres.

"G" Building Re-roofing Project - Upon a motion by Ms. Hemphill, seconded by Ms. Childres, the Board approved the selection of Salsbury Associates as architect for this project. The motion passed with Mr. Simpson opposing.

Temporary Greenhouse - Upon a motion by Mr. Carr, seconded by Mr. Henson, the Board unanimously approved the site selection and construction of a temporary greenhouse to be paid out of the Current Operating Budget of the College.

Moore Building Renovations - Upon a motion by Mr. Fullwood, seconded by Ms. Childres, the Board approved Salsbury Associates as the architect for this project, with Mr. Simpson opposing.

Mr. Clark also informed the Board that he had received quotes from Salsbury Associates for paving an additional parking lot on campus and for the addition of a restroom facility at the lake. This was given for information only and no action was necessary at this time.

Finance Committee Report - Upon a motion by Mr. Henson, seconded by Mr. Fullwood, unanimous approval was given for Budget Revisions S-32 through S-42, C-1 and I-1 as presented.

Mr. Henson, Chairman of the Committee, then presented the Committee's recommendation that a Budget Resolution stating that WPCC would continue normal operations until the 1989-90 Budgets are approved. Ms. Childres seconded the recommendation which was unanimously approved as presented.

Mr. Clark then spoke about the Campus Security Program which is being put in place today with the use of four second-year students from the Criminal Justice Program.

Larry Clark next presented plans for **Visions of the Future: 2001** which would create a task force made up of twenty-five community leaders to study the community and the College's needs and effectiveness from now until 2001. The 2001 concept was unanimously approved upon a motion by Ms. Hemphill, seconded by

Mr. Fullwood.

By-Laws Revisions - Ms. Childres made a motion that the By-Laws Revisions be taken up again at the trustee retreat to be held early this fall. The motion was seconded by Mr. Whalen and was unanimously approved.

Ms. Hemphill advised that she would like to have a meeting of the Day Care Committee sometime next week. Linda Wall and Matt Sweazy were asked to serve on this committee along with Helen McDowell and Bob Carr. Committee members will be advised as soon as the meeting date has been set.

Congratulations were extended to Allen Fullwood on being the president-elect of the American Community College Trustee Association. Mr. Fullwood will be sworn in at the ACCT Conference to be held in Vancouver, British Columbia September 20-23.

Upon a motion by Ms. Hemphill, seconded by Mr. Fullwood, the Board unanimously approved that Charles Digh and Bill Kendall, outgoing trustees, be invited with their families to the Orientation Banquet scheduled for August 31, 1989.

Mr. Simpson then made a motion that the Board authorize and instruct the administration to develop a Nursing Curriculum in conjunction with DCC, state accrediting agencies and any hospitals used for clinicals to allow deaf students admission to the College's Nursing program on terms that all could agree on. Mr. Fullwood seconded the motion; however, this motion was tabled when Ms. Hemphill moved that this issue be taken up at the trustee retreat in early fall. Ms. Wall seconded Ms. Hemphill's motion which passed with Mr. Simpson opposing.

There being no further business, the meeting adjourned at 9:15 p.m. by consensus.

Respectfully submitted,

Claude S. Sitton
Chairman

Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

August 14, 1989

The Board of Trustees of Western Piedmont Community College met in Special Session on Monday, August 14, 1989 at 7:00 p.m. in the Board Room of Moore Hall. Claude S. Sitton, Chairman, presided.

Members Present:	Claude S. Sitton, Chairman Robert P. Carr Allen W. Fullwood Charles B. Gallather, Jr. Martha G. Hemphill Charles T. Henson Helen McDowell Frank C. Patton, Jr. J.R. Simpson II Linda S. Wall Fred Whalen Matt Sweazy, Student Trustee
Members Absent:	Elsie H. Childres
Others Present:	Dr. Jim A. Richardson, President Kenneth N. Clark, V-P Administrative Services Richard N. Greene, V-P Academic Affairs Larry R. Clark, Dean of Planning Grady R. Pitts, Dean of Development George C. Knox, Chairman, Faculty Senate Leta Parks, Reporter, The News Herald Ruth Bowman, Recording Secretary

With the late arrival of Chairman Sitton, Vice-Chairman Charles Henson called the meeting to order and welcomed staff members and the press to the meeting. Upon Chairman Sitton's arrival, the Board went into executive session to discuss salary compensations upon a motion by Allen Fullwood, seconded by Charles Gallagher.

Upon returning to open session, Mr. Henson presented for approval the Appointment Nomination of Sharon A. Becker to the position of Nursing Instructor as of September 11, 1989. Seconded by Mr. Whalen, Ms. Becker's appointment was unanimously approved as presented.

Charles Gallagher, Chairman of the Ad-Hoc Committee on Salary Compensations, made a motion that these salaries be approved as presented by the Ad-Hoc Committee. Mr. Henson seconded the motion. Mr. Simpson moved that the motion be amended to review and approve the salaries by individuals within each category. Mr. Fullwood seconded the motion. The amended motion was defeated by a vote of 8 to 2 with Simpson and Fullwood voting in favor of the amended motion. The motion to approve salaries by category as presented by the Ad-Hoc Committee was approved with Mr. Simpson opposing.

Martha Hemphill advised the Board that the Child Care Committee had held its initial meeting that morning and it was recommended by those present that this report be taken up at the next full Board meeting.

President Richardson advised members present that the Board will be meeting jointly with the Burke County School Board on Tuesday, August 29 at 6:30 p.m. in the College cafeteria. All present were urged to attend.

There being no further business, the meeting adjourned at 8:50 p.m. by consensus.

Respectfully submitted,

Claude S. Sitton, Chairman

Ruth Bowman, Recording Sec'y

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

August 29, 1989

Following a joint meeting of Western Piedmont's Board of Trustees with the Burke County Public School Board, the Executive Committee met in Emergency Session at 8:30 p.m. in Room 23 of "G" Building. Chairman Claude Sitton presided.

Committee Members Present	Claude S. Sitton, Chairman Charles T. Henson Robert P. Carr Elsie H. Childres Frank C. Patton, Jr.
Other Members Present	Allen W. Fullwood Martha G. Hemphill Helen McDowell J.R. Simpson II Linda S. Wall
Committee Members Absent	None
Others Present:	Dr. Jim A. Richardson, President Richard N. Greene, V-P Academic Affairs Kenneth N. Clark, V-P Administrative Services Larry R. Clark, Dean of Planning Grady R. Pitts, Dean of Development Ruth Bowman, Recording Secretary

The purpose of the emergency meeting was to consider and approve the appointment nomination of Peter N. Stragand to the position of Instructor in Mathematics effective August 31, 1989 as presented by Richard Greene, V-P Academic Affairs. After review and discussion, Mr. Stragand's appointment was unanimously approved as presented upon a motion from Frank Patton, seconded by Elsie Childres.

Mr. Grady Pitts, Dean of Development, reminded those present of the Alumni Faculty Appreciation Reception to be held at Mimosa Hills Country Club this Thursday evening beginning at 6:30 p.m. All were cordially invited and urged to attend.

Ms. Childres then informed those present that a tentative date of October 19-20 has been set for the Trustee's Retreat at the Green Park Inn in Blowing Rock. She will be contacting them with more specific details as soon as plans have been finalized.

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

Respectfully submitted,

Claude S. Sitton
Chairman

Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

October 30, 1989

The Board of Trustees of Western Piedmont Community College met in Special Session on Monday, October 30, 1989 at 7:00 p.m. in Room 23 of "G" Building. Claude S. Sitton, Chairman, presided.

Members Present:	Claude S. Sitton, Chairman Robert P. Carr Elsie H. Childres Allen W. Fullwood Charles B. Gallagher, Jr. Charles T. Henson Helen McDowell Linda S. Wall
Members Absent:	Martha G. Hemphill Frank C. Patton, Jr. J.R. Simpson II Fred Whalen Matt Sweazy, Student Trustee
Others Present:	Dr. Jim A. Richardson, President Richard N. Greene, V-P Academic Affairs Kenneth N. Clark, V-P Administrative Services Larry R. Clark, Dean of Planning Grady R. Pitts, Dean of Development Leta Parks, Reporter, The News Herald Ruth Bowman, Recording Secretary

Chairman Sitton opened the meeting by asking for disposition of the Minutes. Upon a motion by Allen Fullwood, seconded by Elsie Childres, Minutes of their August 7, 1989, August 14, 1989 and August 21, 1989 were unanimously approved as presented.

Ms. Childres, Chairperson of the Personnel Committee, next presented the Committee's recommendations to approve the appoint-

ment nominations of Lori Westfall as Nursing Instructor, Monty McCoy as Instructor of Horticulture, Leslie Michaux as Paralegal instructor, James Benton as Coordinator of Focused Industrial Training, and Mary Safford as Instructor in History and Political Science. Seconded by Charles Henson, these appointment nominations were unanimously approved as presented.

Ms. Childres then presented Kurt Reid's request to offer 403(B) program called "American Pathway II" to College employees. Mr. Reid is an investment representative with Edward D. Jones and Company. After some discussion it was recommended that this request be tabled until the program could be further studied.

Ms. Childres presented the Committee's recommendation to approve a Resolution recognizing Naomi Smith, Coordinator of the Dental Assisting Program, the Dental Assistants Club and the Student Government Association for their efforts to aid the victims of Hurricane Hugo. The group of volunteers sent two and one-half tractor/trailer loads of food, clothing and other items to the hurricane victims in Charleston, SC. The recommendation was approved by acclamation.

Mr. Charles Henson, Chairman of the Finance Committee, presented the Committee's recommendation to approve Budget Resolution 1989-90, Budget Revisions S-1 to S-14 and S-16 to S-19, and the 1989-90 Budget. Seconded by Ms. Childres, these items were unanimously approved as presented.

Mr. Bob Carr, Chairman of the Buildings & Grounds Committee, presented the Committee's recommendation to approve a proposal for the roof replacement of "G" Building. Charles Gallagher seconded this proposal which was unanimously approved. Mr. Carr then

presented the Committee's recommendation to accept the low bid of $55,000 from Roof-Tek, Inc. for the reroofing of "E" Building. Upon a second by Mr. Henson, this recommendation was unanimously accepted as presented.

Mr. Ken Clark then gave an updated report on the Phifer Learning Resources Center by stating that it is progressing steadily and that the library should be moved by the end of November. He further stated that we are still within budget and should end on target. Only $6,000 in unfulfilled pledges remain outstanding as of this date.

The next item on the agenda was the By-Laws revisions. Ms. Childres made a motion, seconded by Mr. Carr, that the revision of the By-Laws be tabled until the Trustees retreat or until a special meeting of the Trustees could be called. The motion was unanimously passed. A Winter Planning Retreat will be scheduled in January or February.

Mr. Larry Clark, Dean of Planning, gave an update on the 2001 Task Force, stating that the five committees had held fourteen meetings. A final report to the Board is expected in the spring of 1990.

Chairman Sitton then appointed Linda Wall and Charles Henson to the Joint Committee of the Burke County School Board and WPCC Trustees to study common concerns.

Chairman Sitton also appointed Chuck Gallagher, Bob Carr and Elsie Childres as a Nominating Committee for the election of new officers for 1990. This committee will present a slate of officers to the full Board for action at the next meeting in November.

Chairman Sitton congratulated Allen Fullwood for his election as president of the Association of Community College TRustees at its recent convention in Vancouver, British Columbia. Sitton also congratulated Elsie Childres for being chosen to serve on the Executive Committee of the N.C. Association of Community College Trustees.

Chairman Sitton then asked the Finance Committee to study procedures for Trustee Travel and to consider an annual budget.

Upon a motion by Mr. Fullwood, seconded by Ms. Childres, the Board went into closed session to discuss a potential legal matter.

Upon returning to open session, Mr. Sitton stated that the Office of Civil Rights continues to interview College staff about Heather Foster's complaint. Mr. Gallagher, Dr. Richardson, and Mr. Sitton have been called. The Office of Civil Rights' report should be issued by November 17.

There being no further business, the meeting adjourned at 8:50 p.m. by consensus.

Respectfully submitted,

Claude S. Sitton
Chairman

Ruth Bowman
Recording Secretary

MINUTES

BOARD OF TRUSTEES

WESTERN PIEDMONT COMMUNITY COLLEGE

November 27, 1989

The Board of Trustees of Western Piedmont Community College met in Regular Session on Monday, November 27, 1989, at 7:00 p.m. in the Board Room of Moore Hall. Claude S. Sitton, Chairman, presided.

Members Present:	Claude S. Sitton, Chairman Charles B. Gallagher, Jr. Charles T. Henson Helen McDowell Frank C. Patton, Jr. J.R. Simpson II Fred Whalen
Members Absent:	Robert P. Carr Elsie H. Childres Allen W. Fullwood Martha G. Hemphill Linda S. Wall Matt Sweazy, Student Trustee
Others Present:	Dr. Jim A. Richardson, President Kenneth N. Clark, V-P Administrative Services Richard N. Greene, V-P Academic Affairs Larry R. Clark, Dean of Planning Grady R. Pitts, Dean of Development Leta Parks, Reporter, The News Herald Ruth Bowman, Recording Secretary

Chairman Sitton opened the meeting by asking for approval of the Minutes of the October 30, 1989 meeting. Upon a motion by Frank Patton, Seconded by FRed Whalen, the Minutes were unanimously approved as presented.

Report of the Personnel Committee - Chairman Sitton, in the absence of Chairperson, Elsie Childres, presented the Committee's recommendation of the appointment nomination of Jeffrey L. Slagle

to the position of Basic Law Enforcement Training School Director/ Criminal Justice Instructor. Upon a motion by Charles Henson, seconded by Mr. Whalen, Mr. Slagle's appointment to this position was unanimously approved as presented.

Report of the Finance Committee - Mr. Henson, Chairman, presented the Committee's recommendation to approve Budget Revision P-1. Seconded by Mr. Gallagher, this Budget Revision was unanimously approved as presented.

Report of the Bylaws Committee - By consensus it was agreed that revision of the bylaws would be taken up at a Trustees Retreat (date to be decided upon later) or during a special called meeting of the Board for the purpose of revising the bylaws.

Report of the Nominating Committee - The Committee presented for approval the following slate of officers:

Claude S. Sitton, Chairman
Charles T. Henson - Vice-Chairman
Charles B. Gallagher, Jr., Secretary

By acclamation, this slate of officers was unanimously approved for the year 1989-1990.

In an informal session before the meeting was called to order, the following items were discussed.

2001 Task Force - Larry Clark, Dean of Planning, reported that the five committees have been meeting and that the Executive Committee is scheduled to meet again on December 11, 1989, at 12:00 Noon at Southern Devices. All Trustees were encouraged to attend this meeting by contacting Lou Lovelace, 2001 Chair.

President Richardson advised those present that the Western Piedmont Foundation had engaged the legendary Glen Miller Band for a Concert on Wednesday, February 24, 1990, at 7:15 p.m. at CoMMA. The performance, sponsored this year by Radio Station W.M.N.C., Bowman, Boggs & Gallagher, C.P.A., and Western Piedmont Home Builders, is to benefit Western Piedmont Foundation's Burke Collegiate Scholarship Program for sixth grade students.

President Richardson also informed those present that College personnel have started moving the library, on this date, to the new Phifer Learning REsources Center. The move is expected to be completed by the end of the week.

There being no further business the meeting adjourned at 7:50 p.m.

Respectfully submitted,

Claude S. Sitton
Chairman

Ruth Bowman
Recording Secretary