WESTERN PIEDMONT
COMMUNITY COLLEGE

OFFICE OF THE PRESIDENT

THE TRUSTEES OF WESTERN PIEDMONT COMMUNITY COLLEGE
TUESDAY, JUNE 7, 2022, AT 3:00 p.m.
HELMICK SEMINAR ROOM-315, MOORE HALL, WPCC CAMPUS, MORGANTON

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WESTERN PIEDMONT FOUNDATION

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   - NCACCT 2022 Leadership Conference: September 7-9, Renaissance Asheville Downtown Hotel, Asheville, NC
   - December 2022 Trustee Holiday Dinner – Thursday, December 15, 2022 – First Baptist Church, Morganton, at 6:00 p.m.

PRESIDENT

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FINAL BUSINESS

11. ▲Motion to Enter CLOSED Session (as permitted GS 143-318.11(6))

    ▲Approval to Return to OPEN Session

    ▲Approval to Accept Presidential Evaluation for Period Ending June 30, 2022

12. Final Announcements from Chair
    Next Regular Meeting: Tuesday, September 13, 2022 @ 3 p.m., Helmick Seminar Room, MH 315

13. Adjournment

WPCC complies with the Americans with Disabilities Act and will make every effort to honor reasonable requests made by individuals with qualifying disabilities. Accommodations must be requested three business days in advance of school events or activities through the Office of Disability Services in Room 126 Hildebrand *Hall or call 828-448-3154.*

WESTERN PIEDMONT
COMMUNITY COLLEGE

OFFICE OF THE PRESIDENT

MINUTES

THE TRUSTEES OF WESTERN PIEDMONT COMMUNITY COLLEGE
REGULAR MEETING, TUESDAY, JUNE 7, 2022 at 3:00 P.M.
HELMICK SEMINAR ROOM (MH315), MOORE HALL, WPCC CAMPUS

TRUSTEES (7):
Amy J. Kincaid, Chair
Rod Harrelson, Vice Chair
Kimberly Kling
Alan LeCroy
William E. (Bill) Lennon
William K. (Bill) Simmons
Ronnie Thompson

TRUSTEES ABSENT (5):
Bruce A. Hawkins, Sr.
C. Malone McNeely, Secretary
R. Scott Mulwee, Immediate Past Chair
Lamar Smitherman
Tea Yang

OTHERS (12):
Dr. Joel D. Welch, President
Susan Berley, Vice President, Student Success and Support Services
Cindy Davies, Vice President, Academic Affairs and Workforce Development
Sandra K. Hoilman, Vice President, Administrative Services and Chief Financial Officer
Stacey Sholar, Executive Assistant to the President/Trustee Liaison
Dr. John Kiser, Coordinator Physical Science; Excellence in Teaching Recipient
John Ferguson, Coordinator/Instructor, Professional Crafts Wood
Leah Patton, Student Support Services Advisor
Ashley Triplett, Accounting Specialist
Lisa Shaw, Director, Academic Success Center
David Smart, Director, Industry Services
Evelin Vicente-Rodriguez, Summer Intern, Marketing

1. **Call to Order, Roll Call and Reading of Ethics Statement**
   Noting a quorum present, Chair Amy Kincaid, called the regular meeting of the Trustees of Western Piedmont Community College to order at 3:02 p.m.

   Chair Kincaid read the ethics requirements and requested trustees to identify any conflicts or potential conflicts of interest relative to the official business as listed on the Agenda. No conflicts were noted.

2. **Welcome**
   Dr. Joel D. Welch, President, welcomed those present and recognized guests attending the meeting. Dr. Welch introduced Dr. John Kiser, 2022 Excellence in Teaching Recipient.

3. **Recognition of 2022 Excellence in Teaching Recipient**
   Dr. John Kiser, Coordinator, Physical Science and the 2022 Excellence in Teaching Recipient, shared with the Trustees how much Western Piedmont Community College means to him as a past student and now as a faculty member. He thanked the Trustees for their leadership and support.

4. **Recognition of New Employees**
   Ms. Sandy Hoilman, Vice President for Administrative Services and Chief Financial Officer, congratulated the following recently hired or promoted employees:

   Beverly Berry, Dean of Health and Human Services (April 2022)
   Leah Patton, Student Support Services Advisor (May 2022)
   Ashley Triplett, Accounting Specialist (May 2022)
   Lisa Shaw, Director, Academic Success Center (June 2022)
   David Smart, Director, Industry Services (June 2022)

5. **Adoption of Agenda**
   A MOTION was made by Ronnie Thompson, SECONDED by Bill Simmons, and PASSED unanimously to adopt the agenda for the June 7, 2022, meeting as presented.

6. **Approval of Minutes for Regular Meeting – April 12, 2022**
   A MOTION was made by Ronnie Thompson, SECONDED by Bill Lennon, and PASSED unanimously to approve the minutes for the regular meeting on April 12, 2022, as presented.

7. **Approval of Minutes for Special Meeting – May 16, 2022**
   A MOTION was made by Bill Simmons, SECONDED by Ronnie Thompson, and PASSED unanimously to approve the minutes for the special meeting on May 16, 2022, as presented.

8. **Update on Western Piedmont Foundation**
   Trustee Representative for the Western Piedmont Foundation, Ronnie Thompson, presented a brief update on the Foundation.

   - The full board met on May 17, 2022, reviewed current finances, and had a financial wealth management presentation from Wells Fargo.
   - The Board is currently recruiting for new directors.
   - Annual Burke Collegiate Scholars selection process has been completed. He thanked the selection committee members: Ola Caldwell, Keith Conley, and Kim Kling.

- Through April, the Foundation has received over $244,606 in donations for this fiscal year.
- Mr. Thompson concluded his report by thanking the Trustees for their support of the Foundation.

9. **Update from WPCC Trustee Chair**

Appointment of Nominating Committee
Chair Kincaid announced that the Nominating Committee will be selected and named by August.

E-Notice to be issued on July 1 for Standing Committee Preferences; return by August 2.
Chair Kincaid informed the Trustees they will receive an email from Trustee Liaison Stacey Sholar on July 1 for submitting their preferences for Standing Committee assignments. Responses are requested by August 2.

NCACCT 2022 Leadership Conference: September 7-9, Renaissance Asheville Downtown Hotel, Asheville, NC
Chair Kincaid announced the 2022 Leadership Conference in September. She informed trustees that more details will follow.

December 2022 Trustee Holiday Dinner – Thursday, December 15, 2022 – First Baptist Church, Morganton, at 6:00 p.m.
As announced.

10. **Report from the President**
Dr. Welch called on Vice President Susan Berley for her update.

Report from Vice President for Student Success and Support Services
Vice President Berley introduced Evelin Vicente-Rodriguez, summer intern for the marketing department.
Ms. Berley then presented a summary of data highlights from the Student Success and Support Services Division. Highlights included:

- WPCC credential count has increased; in 2021-22 WPCC awarded 521 credentials.
- The most significant increase has been in certificates; the Finish First software has helped to identify students who are close to completing as well as those students who have completed a program but not applied to receive their credential.
- Preliminary enrollment number for 2022 Summer is 754; which is higher than in the past several years. Traditional student enrollment is increasing as well.
- Success Coaches are helping with enrollment growth.
- 2022 Fall Enrollment number is currently at 1167; it's still early in the enrollment period for Fall.
- WPCC is holding a Saturday registration day for Fall Semester – July 23.
- There's a team going to New Day Christian Church's Summer basketball league to market fall enrollment.

- WPCC will participate in a Hmong festival in late June to market fall enrollment.
- Continued work with St. Charles Catholic church to promote enrollment.

Ms. Berley continued by sharing WPCC's ranking in Best Community Colleges in America reported conducted by SmartAsset.

- WPCC ranked 18
- They used IPEDS data to rank institutions on three criteria: graduation/transfer rate, tuition/fees, student/faculty ratios.
- Continually looking at other rankings; Aspen Institute's Community College Excellence Program.
- Aspen's ranking shows that WPCC has significantly improved in completion outcomes and retention rates over the past five years.

Report from Vice President for Academic Affairs and Workforce Development

Ms. Cindy Davies, Vice President for Academic Affairs and Workforce Development, provided a brief update on early data that indicate how WPCC students performed in their classes in Fall 2021 and Spring 2022.

- Success in a course is a grade of C or better
- Each term, between 79 -80% of students passed their courses
- 745 withdrawals in Fall 2021; 561 withdrawals in Spring 2022

Approval to Terminate Academic Programs

Ms. Davies shared with the trustees that the Curriculum Committee recommends closing the Professional Crafts as curriculum programs (includes all degrees, diplomas, and certificates for clay, wood, and sculpture). If approved, SACSCOC will be notified immediately. Any student enrolled in one of the programs during the past year will also be notified. The students will receive a personalized teach-out plan to complete the credential.

Ms. Davies clarified to the trustees that this is not an end to the Professional Crafts. Professional Crafts will now be working out of the Continuing Education Division.

Approval to Terminate Academic Program – Professional Crafts Pottery

A MOTION was made by Ronnie Thompson, SECONDED by Bill Simmons, and PASSED unanimously to Terminate Academic Program – Professional Crafts Pottery, as presented.

Approval to Terminate Academic Program – Professional Crafts Sculpture

A MOTION was made by Kim Kling, SECONDED by Ronnie Thompson, and PASSED unanimously to Terminate Academic Program – Professional Crafts Sculpture, as presented.

Approval to Terminate Academic Program – Professional Crafts Woodworking

A MOTION was made by Alan LeCroy, SECONDED by Rod Harrelson, and PASSED unanimously to Terminate Academic Program – Professional Crafts Woodworking, as presented.

Report from Vice President for Administrative Services and Chief Financial Officer

Approval of Blanket Authorization for Presidential Travel 2022-2023

A MOTION was made by Ronnie Thompson, SECONDED by Bill Lennon and PASSED unanimously to approve the Blanket Authorization for Presidential Travel 2022-2023, as presented.

Approval to Write-Off Uncollectible Accounts

Ms. Hoilman requested Trustees approval to write off uncollectible accounts. This included parking fines (totaling $20.00), and accounts over $50.00 (totaling $41,917.65). The Business Office has been very diligent with collection efforts.

A MOTION was made by Alan LeCroy, SECONDED by Ronnie Thompson and PASSED unanimously to approve write-off of uncollectible debts, as presented.

Report on Budget Allocations, Transfers, or Reversions – FY2022

Ms. Hoilman presented the informational report of budget allocations, transfers, and reversions for FY2022 as reflected in the agenda packet. (See Trustee file 06-07-22). No trustee approval is required.

Approval of Disposal of Surplus Items

A MOTION was made by Bill Simmons, SECONDED by Ronnie Thompson and PASSED unanimously to approve the disposal of Surplus Items.

Update on Facilities

Ms. Hoilman concluded her report by giving a brief update on Facilities. Highlights included:

- **F Building HVAC System**– in progress; Triangle Contractors, Morganton.
- **President's Office Suite** – in progress, should be completed by August; TC Strickland Construction, Shelby.
- **Medical Assisting Simulated Office** – in progress, August completion date; TC Strickland Construction, Shelby.
- **Parking Lot Improvements** – Tennis Court lot and new visitor lot, to be completed in August; JT Russell and Sons.
- **Roof Replacement in Hildebrand and Rostan Halls** – on hold due to state not allowing for an escalation clause for cost; WaynCo Inc.
- **Various Landscaping Projects** – campus beautification; WPCC Grounds Crew.
- **Regional Skilled Trades Solution Center (Project #2516)** – large pricing variations on recent bids; project initially budgeted at $5.7 million and due to escalating prices, the budget is approximately $8 million. The committee has discussed and approved over 30 engineered items to reduce costs.
- **Emergency Services Training Center (Project #2616)** – Currently performing due diligence on possible site location and received bid packages from 10 architectural design service firms.

Dr. Welch referred the Trustees to the policies in the agenda packet. He reminded them that the policies were brought before the Trustees for the first reading during the April Board Meeting. He continued by reading the title of each section of the Policy Manual brought to the Trustees for adoption and asked if anyone had any questions about any of the policies.

Adoption of Section 4 Instructional Policies
A MOTION was made by Bill Lennon, SECONDED by Bill Simmons, and PASSED unanimously to adopt Section 4 Instructional Policies as presented.

Adoption of Section 5 Student Services Policies
A MOTION was made by Ronnie Thompson, SECONDED by Bill Simmons, and PASSED unanimously to adopt Section 5 Student Services Policies as presented.

Update Presidential Activities
Dr. Welch began his report by presenting Trustee Chair Amy Kincaid a recognition plaque for being the 2022 Graduation Speaker.

He continued by sharing a few highlights with the Trustees:

- WPCC received the Select 2000 Diversity Award.
- Submitted a highly competitive Department of Labor grant last week.
- Attended and presented at the Community Colleges of Appalachia conference this past weekend.
- Participated at the AACC conference and was recognized as a new CEO.
- Submitted a request to Senator Tillis' office for congressionally directed spending.
- Attending the upcoming SACSCOC Board Meeting in Tampa.
- Presented Burke Collegiate Scholar Award to the recipient at Valdese Elementary School.
- Continuing to visit with local industry partners.

Event Calendar
As referenced in agenda packet.

Notices and Communications
As referenced in agenda packet.

11. **Motion to Enter Closed Session (as permitted GS 143-318.11(6))**

A MOTION was made by Ronnie Thompson, SECONDED by Kim Kling, and PASSED unanimously to enter CLOSED Session at 4:18 p.m.

Approval to Return to OPEN Session
A MOTION was made by Ronnie Thompson, SECONDED by Bill Simmons, and PASSED unanimously to return to Open Session at 4:35 p.m.

Approval to Accept Presidential Evaluation for Period Ending June 30, 2022

A MOTION was made by Ronnie Thompson, SECONDED by Kim Kling, and PASSED unanimously to accept the 2022 Presidential Evaluation as presented in Closed Session. Notification will be forwarded to the Chair of the State Board of Community Colleges.

12. **Announcements from Chair**

Next Regular Meeting – Tuesday, September 13 @ 3 p.m., Helmick Seminar Room, MH315

13. **Adjournment**
Chair Kincaid adjourned the meeting at 4:37 p.m.

Amy J. Kincaid, Chair

Stacey Sholar, Trustee Liaison

Date Approved: August 9, 2022