

## **Classification Schema**

### **Archives Series**

#### **1. Local Advisory Board**

As a member of the Virginia Community College System, Mountain Empire Community College is governed by the State Board for Community Colleges. The Local Advisory Board, called the Mountain Empire Community College Board, acts in an advisory capacity to the State Board and performs duties as delegated by the State Board. The College Board is comprised of members representing the jurisdiction's in the college's region – the City of Norton, Lee County, Scott County, Wise County, and the western portion of Dickenson County. The governing boards of the jurisdictions appoint citizens to the College Board for four-year terms.

- 1.1 Bylaws, Policies, and Procedures of the Mountain Empire Community College Board  
Copies of the Board's Bylaws, Policies, and Procedures are arranged in chronological order by the date of revisions and are stored in the fireproof safe.

Box 1 (1974 - )

- 1.2 College Board Minutes  
The minutes of College Board meetings constitute the major schedule of documents. Board minutes (and Board committee minutes) are arranged in chronological order and are stored in the fireproof safe.

Box 1 (April 20, 1970 – December 20, 1994)

Box 2 (January 17, 1995 - )

#### **2. Community Services**

Mountain Empire Community College's Mission Statement includes community services as one of the avenues through which the College's mission is fulfilled. The facilities and personnel of the College are available to support the cultural and educational needs of the region served by the College. Services include cultural events, workshops, meetings, lectures, conferences, seminars, community projects, and service learning. Documents related to the College's community services are included in this section of the schema.

- 2.1 Home Craft Days  
In 1972, Mountain Empire Community College opened its doors in Southwest Virginia to serve one of the richest areas in the nation for traditional music and crafts. From the beginning, the College

recognized the richness of traditional life in the community. On the faculty that first year were two folklorists, Roddy Moore and George Reynolds, who with their students visited musicians and artists throughout Southwest Virginia and learned about their music, arts, and mountain life skills. They invited these musicians and craftspeople to come to the campus for a celebration of Appalachian culture called Home Craft Days. That first festival in 1972 was one of the finest gatherings of traditional artists and mountain musicians in memory. There was never any doubt that the festival should continue, or that it should be part of the College's work in the community. For over thirty years, musicians and craftspeople from Southwest Virginia, East Tennessee, and Eastern Kentucky have come to the College each October for a celebration that they have now made their own.

#### 2.1.1 Video Recordings/Motion Pictures

Copies of video recordings/motion pictures of the Home Craft Days musical performances and craft demonstrations are arranged in chronological order.

Box 1 Materials preserved in this collection include:

1970s film shot by the *Sesame Street* television program, 1983 (1 videotape), 1986 (2 videotapes), 1987 (1 videotape), 1988 (3 videotapes), 1990 (3 videotapes), 1992 (1 videotape), 1993 (1 videotape), 1994 (5 videotapes), 2001 (1 videotape), 2002 (2 videotapes),

#### 2.1.2 Musical Recordings

Since 1972, many of the Home Craft Days musical performances have been recorded and preserved. This schedule of materials includes these recordings, which are arranged by format.

2.1.2.1 Digital Audio Tape (DAT) Master Recordings  
Beginning in 1992, all the musical performances at each Home Craft Days Festival have been recorded professionally on digital audio tape (DAT). These DAT master recordings are arranged in chronological order.

Box 2 Digital audio tapes preserved in this collection include: October 1992 (6 cassette tapes); October 16-17, 1993 (5 cassette tapes); October 15-16, 1994 (6 cassette tapes); October 21-22, 1995 (5 cassette tapes); October 19-20, 1996 (8 cassette tapes); October 18-19, 1997 (6 cassette tapes); October 17-18, 1998 (7

cassette tapes); October 16-17, 1999 (7 cassette tapes); October 21-22, 2000 (8 cassette tapes); October 19-21, 2001 (10 cassette tapes, includes the 30<sup>th</sup> Anniversary Celebration concert); October 18-20, 2002 (10 cassette tapes, includes the Friday night concert); October 17-19, 2003 (9 cassette tapes, includes the Friday night concert); October 15-17, 2004 (10 cassette tapes, includes the Friday night concert); October 14-16, 2005 (9 cassette tapes, includes the Friday night concert);

#### 2.1.2.2 Remastered Compact Disks (CDs)

This collection of materials includes compact disks remastered from the DAT master recordings which are arranged in chronological order.

- Box 3 1992 (7 CDs), 1993 (9 CDs), 1994 (9 CDs), 1995 (9 CDs), 1996 (10 CDs), 1997 (11 CDs)
- Box 4 1998 (12 CDs), 1999 (12 CDs), 2000 (13 CDs), 2001 (30<sup>th</sup> Annual Celebration Concert 3 CDs, 16 CDs)
- Box 5 2002 (Friday Night Concert 3 CDs, 16 CDs), 2003 (Friday Night Concert 3 CDs, 15 CDs), 2004 (Friday Night Concert 3 CDs, 15 CDs)
- Box 6 2005 (Friday Night Concert 3 CDs, 14 CDs),

#### 2.1.2.3 Music Anthologies/Recordings

This collection of materials includes music anthologies and recordings of Home Craft Days music which the college has offered for sale. These materials are all stored in Box 7.

##### 2.1.2.3.1 *Home Folks*

This album was produced by Roddy Moore and George Reynolds and was recorded by Charles Maggard (Maggard Studios, Big Stone Gap, Virginia) on May 5, 1973. There is no copy of the original LP record; however, the recording was re-mastered and is included on Volume 5 of the anthology *Home Craft Days 1972-2001: Thirty Years of Music and Stories*. The following tracks are included on this recording:

1. Kate P. Sturgill *My Stone Mountain Home* (2:15) Kate Peters Sturgill, vocals, guitar
2. Kate P. Sturgill *Little Naponee* (2:29) Same as 1
3. Beachard Smith, Paul Davis, Tommy Bledsoe *Shady Grove* (1:29) Beachard Smith, fiddle; Paul Davis, guitar; Tommy Bledsoe, vocals, guitar
4. Bill Denham *What a Fellowship* (3:02) Bill Denham, vocals, guitar, harmonica
5. Bill Denham *Amazing Grace* (1:33) Same as 4
6. Beachard Smith, Paul Davis, Tommy Bledsoe *Clinch Mountain Backstep* (1:29) Same as 3
7. Kate Sturgill, Mabel McConnell, John Darnell *Hold To God's Unchanging Hand* (3:49)
8. Janette Carter *I Will Never Marry* (2:28) Janette Carter, vocals, autoharp
9. Janette Carter *No Telephone In Heaven* (2:34) Same as 8
10. Hubert Addington *Cripple Creek* (1:30)
11. Earl Gilmore *Something To Tell Jesus* (2:56) Earl Gilmore, vocals, piano
12. Earl Gilmore *What He Done For Me* (2:05) Same as 11
13. Nannie Smallwood *John Hardy* (1:47)
14. Kate Sturgill, Mabel McConnell, John Darnell *I've Been Waiting* (2:28) Kate Sturgill, vocals, guitar; Mabel McConnell, vocals; John Darnell, vocals, fiddle
15. Kate Sturgill, Mabel McConnell, John Darnell *The Little Country Church* (1:35) Same as 14

#### 2.1.2.3.2

#### *My Stone Mountain Home*

This album was produced by Roddy Moore and George Reynolds and was recorded by Charles

Maggard (Maggard Studios, Big Stone Gap, Virginia) on May 5, 1973. There is one copy of the original vinyl LP record. This recording was re-mastered and is included on Volume 5 of the 5-CD anthology. The following tracks are included on this recording:

All Cuts: Kate Sturgill, vocals, guitar; George Reynolds, guitar, banjo; Charlie Maggard, bass

16. Kate Peters Sturgill *Will Our Parting Be For Always* (2:32)
17. Kate Peters Sturgill *The Warrior's Lament* (2:02)
18. Kate Peters Sturgill *Trail Of The Lonesome Pine* (3:29)
19. Kate Peters Sturgill *You Belong To Me* (1:22)
20. Kate Peters Sturgill *Deep Settled Peace* (2:23)
21. Kate Peters Sturgill *Little Old Log Cabin Of My Dreams* (1:58)
22. Kate Peters Sturgill *Climbing Up The Golden Stairs* (2:13)
23. Kate Peters Sturgill *Dying Soldier* (2:13)
24. Kate Peters Sturgill *The Gold Stars Shine In Heaven* (2:55)

#### 2.1.2.3.3 *Sugar in the Gourd: The Music of Home Craft Day 1990*

This cassette recording was produced by Jonathan Romeo and Rich Kirby and was recorded by Doug Dorschug in 1990. There is one copy of this cassette. The following tracks are included on this cassette:

##### SIDE ONE

Home Folks: *East Virginia Blues*

Will Keys & Rich Kirby: *Mississippi Sawyer*

Scott Boatright: *Turkey Buzzard and Shortening Bread*

Hobart Crabtree: *Shaving a Dead Man*

Jim and Alberta Stanley: *Too Old to Die Young*

Anndrena Belcher: *The Banjo and The Loom*

Morgan Sexton: *Groundhog*

David Morris: *Shiloh's Hill*

Ruby McConnell, Ezell Boggs and friends:

*When the Roll is Called Up Yonder*

Red Lambert and the Old-Time Music Makers:  
*Rubber Dolly*  
Dale Jett: *In My Time of Dying*

#### SIDE TWO

Uncle Charlie Osborne: *A Barber Shop Story*  
and *Sugar in the Gourd*  
Bill Necessary, Chester Wilson, John Fraley,  
Taze Farmer: *The Kind of Love I Can't Forget*  
Angie DeBord: *Believe In Your Dreams*  
Brickey Brothers & Uncut Grass: *Today I*  
*Burned Your Old Love Letters*  
Earl Gilmore: *Jesus is Sweeter*  
Charlie Mack Daugherty & the Cumberland  
Mountain Band: *Chinese Breakdown*  
Lee Smith Singers: *White Oak on the Hill*  
John Hunsucker: *Kenny Wagner*  
Lee Sexton Bank: *Down South Blues*

#### 2.1.2.3.4 *Echoes from the Mountainside: A Festival Anthology*

This anthology (JA0070) was produced in 1993 by June Appal Recordings, which is a part of Appalshop. There is one cassette copy and one compact disk copy of this anthology. The following tracks are included in this anthology:

1. Home Folks, *East Virginia* 2:16 . 2. Scott Boatright, *Shortening Bread* 1:20 . 3. Jim & Alberta *Too Old to Die Young* 2:26 . 4. Charlie Mack Daugherty and the Clinch Mountain Band, *Chinese Breakdown* 1:38 . 5. Morgan Sexton, *Groundhog* 3:11 . 6. David Morris, *Shiloh's Hill* 4:28 . 7. Whitetop Mountain Band, *Cacklin' Hen* 1:40 . 8. Brother Boys, *Diamond Stream* 2:46 . 9. Scott Boatright, *Turkey Buzzard* 2:22 . 10. Lee Smith Singers, *Shouting on the Hills* 2:40 . 11. Frank Grayson, *Lost Indian* 2:05 . 12. John McCutcheon, *Sunny Side of Life* 2:52 . 13. Uncle Charlie Osborne, *A Barbershop Story/Sugar in the Gourd* 3:33 . 14. Bill Necessary, Chester Wilson and Friends, *The Kind of Love I Can't Forget* 2:30 . 15. Lee Sexton, *Leather Britches* 1:37 . 16. Brickey Brothers and Uncut Grass, *Today I Burned Your Old*

*Love Letters* 3:10 . 17. Earl Gilmore, *Jesus Is Sweeter* 2:49 . 18. Ferrell Lambert and the Old-Time Music Makers, *Turkey in the Straw* 1:55 . 19. Hobart Crabtree, *Shaving a Dead Man* 1:40 . 20. Lee Sexton Band, *Down South Blues* 3:35 . 21. Anndrena Belcher, *The Banjo and the Loom* 1:38 . 22. Whitetop Mountain Band, *Pig in a Pen* 3:00 . 23. Dale Jett, Oscar Harris, and Don Gorman, *You've Been a Friend to Me* 4:10

2.1.2.3.5 *Home Craft Days 1972-2001: Thirty Years of Music and Stories*

This five CD anthology was created to celebrate the thirtieth anniversary of the Home Craft Days festival. The anthology was produced by Tommy Bledsoe. This project received financial support from the MECC Foundation and from the Virginia Foundation for the Humanities and Public Policy (see 9.2.2. "Home Craft Days: Preserving Southwest Virginia's Musical Heritage"). There is one copy of the anthology. The following tracks are included:

VOLUME 1: PICKING & SINGING

Total runtime = 01:10.47

1. Brickey Brothers & Uncut Grass *Wise County* (2:17) Darrell Brickey, guitar; Rex Brickey, bass; Billy Baker, fiddle; Jeff Daniels, banjo
2. Brickey Brothers *Don't Go Out Tonight, My Darling* (2:56) Darrell Brickey, vocals, guitar; Rex Brickey, vocals, bass; Billy Baker, fiddle; Randy Singleton, banjo
3. Brother Boys *Jordan Am A Hard Road To Travel* (3:24) Eddie Lynn Snodderly, vocals, guitar; Eugene Wolfe, vocals; Phil Leonard, snare and high hat
4. Brother Boys *Been All Around This World* (3:04) Same as 3
5. George Gibson *High Top Shoes* (2:19) George Gibson, vocal, banjo
6. Charlie Engle *Shady Grove* (3:30) Charlie Engle, vocal, guitar
7. George Reynolds *Five Nights Drunk* (4:16) George Reynolds, vocals, guitar

8. Cari Norris *Jackaro* (4:52) Cari Norris, vocals, dulcimer
9. Cari Norris *Blue Eyed Boy* (2:53) Cari Norris, vocals, banjo
10. Gene Hensley *Little Maggie* (3:12) Gene Hensley, banjo; Tommy Bledsoe, vocals, guitar
11. Chester Wilson, Bill Necessary, Will Keys & John Fraley *Mountain Laurel* (2:17) Chester Wilson, fiddle; Will Keys, banjo; Bill Necessary and John Fraley, guitars
12. Chester Wilson, Bill Necessary, Will Keys & John Fraley *Ace In The Hole* (3:13) BMI Bill Necessary, vocals; same as 11
13. Red & Reese *I've Got Wrinkles Where My Dimples Used To Be* (1:47) Reese Shipley, vocals, guitar; Red Peterson, lead guitar
14. Red & Reese *My Buddy* (2:21) Reese Shipley, vocals, guitar; Red Peterson, lead guitar; Terry Barnes, fiddle
15. Red & Reese *Red River Valley* (1:53) Reese Shipley, vocals, guitar; Red Kirk, guitar; Jimmy Carter, mandolin
16. Tennessee Tradition *Lorena* (2:23) Janice Cole, vocals; Tom Patterson, vocals, guitar
17. Janette Carter & Dale Jett *The Poor Orphan Child* (4:34) BMI Dale Jett, vocals, guitar; Janette Carter, vocals, autoharp
18. Angela Boatright Kenny *Without A Sound* (3:38) Angela Kenny; Angela Boatright Kenny, vocals, guitar
19. Bill McCall & Southern Country *No Hard Times Blues* (3:42) Bill McCall, vocals, guitar; Jimmy Carter, mandolin; John Hutchins, fiddle; Charlie Young, bass
20. Bill McCall & Southern Country *Buffalo Gals* (7:31) Kirby Smith, caller; Bill McCall, guitar; Jimmy Carter, mandolin, John Hutchins, fiddle; Benny Simcox, bass
21. Home Craft Days Band *Rock the Cradle Joe* (3:35) Doug Dorschug, fiddle; Rich Kirby, mandolin; Cari Norris, banjo; Tommy Bledsoe, vocals, guitar



## VOLUME 2: PICKING & SINGING

Total runtime = 01:10.32

1. Scott County Boys *Texas Gallop* Eric McMurray, mandolin; Steve Edward, fiddle; Kenneth Davis, guitar; Teddy Hilton, bass
2. Scott County Boys *Dirty Black Coal* Same as 1. Kenneth on lead vocals, Eric, Steve and Teddy on harmony
3. Tom Slagle & The Mountain Folks Band *Cacklin' Hen* Tom Slagle, guitar; Willard Walls, fiddle; Terry Tester, banjo; Gary Simmerling, guitar
4. Peters Brothers & Lee County Grass *Tall Talk Of the Town* Arthur Peter, vocals, guitar; J.C. Peters, vocals, banjo; Otto Robbins, fiddle; Jim Robinette, bass; Steve Brown, mandolin
5. Peters Brothers *When the Wagon Was New* Arthur Peter, vocals, guitar; J.C. Peters, vocals, banjo; Elmer "Shorty" Cansler, fiddle; Jim Robinette, bass; Steve Edwards, mandolin
6. Hobart Crabtree & Lonesome Cove Band *Gonna Lay Down My Old Banjo* Hobart Crabtree, vocals, banjo; Mr. and Mrs. James W. Hinks, guitar and washboard
7. Home Folks *Steel Guitar Rag* Joe Good, fiddle; Will Keys, banjo; Tommy Bledsoe, guitar; Michael Pease, bass; Joy D'Elia, vocal
8. Home Folks *Nobody Loves Me* Joe Good, fiddle; Will Keys, banjo; Tommy Bledsoe, vocal, guitar; Joy D'Elia, vocal; Michael Pease, bass
9. Morgan Sexton *Groundhog* Morgan Sexton, vocals, banjo
10. Lee Sexton *Little Log Cabin In The Lane* Lee Sexton, vocals, banjo; Rich Kirby, guitar
11. Lee Sexton Band *Hard Times Are Here* Phillip Sexton, vocal, banjo; Lee Sexton, fiddle, Doug Dorschug, guitar; Michael Pease, bass
12. Mark Baker & Pure Bluegrass *You Don't Know My Mind Today* Mark Baker, vocals,

- guitar; Bill Crabtree, banjo; Dale Kennedy, fiddle; Gary Deel, guitar; Tolley Fleming, bass
13. Odus Maggard & Lois Fuller *Under The Double Eagle* Odus Maggard, banjo; Lois Fuller, guitar
  14. Scott Boatright *Turkey Buzzard* Scott Boatright, banjo; Rich Kirby, guitar.
  15. Rich Kirby & Tommy Bledsoe *Two Soldiers* Tommy Bledsoe, vocals, guitar; Rich Kirby, vocals, mandolin
  16. Ridgeway Ramblers *Brown's Dream* John Hutchins, fiddle; Al Lambert, banjo; Lazell Boggs, Bill McCall and Tom Slagle, guitars; Bill Meade, mandolin; Jim Byrd, bass
  17. The O'Quinns and the Bluegrass Travelers *Rocky Island* Fred O'Quinn, banjo; Keith, vocal, guitar; Kyle, vocal, mandolin; Herb Bowman, fiddle; Larry Childress, bass
  18. Taylor Brothers *Sally Goodin* Aubra Taylor, vocals, fiddle; Clay Taylor, banjo; Clayton Belcher, guitar
  19. Taylor Brothers *Turkey In The Straw* Aubra Taylor, vocals, fiddle; Clay Taylor, banjo; Clayton Belcher, mandolin; Ed Taylor, guitar
  20. Whitetop Mountain Band *Pig In A Pen* Thornton Spencer, fiddle; Emily Spencer, vocal, banjo; Tom Barr, guitar; Becky Barr, bass
  21. Charlie Mack Daugherty *Leather Britches* Charlie Mack Daugherty, fiddle; Arthur Peters, guitar; J.C. Peters, banjo; Michael Pease, bass
  22. Charlie Mack Daugherty & Clinch Mountain Band *Wreck Of The Old 97* Charlie Mack Daugherty, fiddle; J.T. Greear, guitar, vocals; Matthew Cruby, banjo, Larry Cruby, guitar
  23. Reedy Creek *Bowl of Butter Beans* Joe C. Smiddy, vocals, bass; Joe Frank Smiddy, vocals, guitar; Ralph Sanders, vocals, mandolin; Dan Dalton, vocals, banjo
  24. Reedy Creek *Old Joe Clark* Instrumental, same as 23
  25. Home Craft Days Pickup Band *Yellow Rose of Texas* Tommy Bledsoe, guitar, vocals;

Rich Kirby, mandolin, vocals; Doug Dorschug, fiddle; Hobart Crabtree, banjo

VOLUME 3: GOSPEL

Total run time = 1:00.24

1. The Moneyhuns *Just Over Yonder* (2:02) Harvey and Dan Moneyhun, vocals, guitar; Sue Moneyhun Williams and Glenna Moneyhun Herron, vocals; I. Gary Pierson, mandolin; Frankie Elliot, bass
2. The Moneyhuns *I See A Bridge* (2:45) Same as 1
3. Scott County Boys *Not Afraid* (2:43) Kenneth Davis, lead vocals, guitar, Eric McMurray, vocals, mandolin; Steve Edwards, vocals, fiddle; Teddy Hilton, bass
4. Angela Boatright Kenny *Beautiful Golden Somewhere* (3:27) Angela Boatright Kenny, vocals
5. Brickey Brothers *Steer Me On The Righteous Pathway* (2:33) Darrell Brickey, vocals, guitar; Rex Brickey, vocals, bass; Randy Singleton, banjo; Dale Kennedy, fiddle
6. Cari Norris *Evergreen Shore* (3:10) Cari Norris, vocals, dulcimer
7. O'Quinns and Bluegrass Travelers *Heaven* (2:54) Keith O'Quinn, lead vocals, guitar; Kyle O'Quinn, vocals, mandolin; Fred O'Quinn, banjo; Herb Bowman, fiddle; Larry Childress, bass
8. O'Quinns and Bluegrass Travelers *Vision Of Mother* (3:14) Keith O'Quinn, lead vocals, guitar; Fred O'Quinn, banjo; Herb Bowman, fiddle; Larry Childress, bass
9. George Reynolds *Deep Settled Peace* (3:16) George Reynolds, vocals, guitar
10. Hobart Crabtree *The Cherry Tree Carol* (3:30) Hobart Crabtree, vocals, banjo; James Hinks, guitar; Mrs. James Hinks, washboard
11. John McCutcheon *Keep on the Sunny Side* (2:54) John McCutcheon, vocals, autoharp
12. Janette Carter & Dale Jett *Longing For Home* (3:23) Janette Carter, vocals, autoharp; Dale Jett, vocals, guitar

13. Jim & Alberta Stanley *I Won't Have To Worry Anymore* (1:36) Jim Stanley, vocals, guitar; Alberta Stanley, vocals
14. Jim Stanley *Jacob's Ladder* (2:28) Jim Stanley, vocals, guitar
15. Jim & Alberta Stanley *When King Jesus Comes To Live With Us Again* (2:01) Same as 13
16. Lee Smith Singers *I'm Going To Be Moving* (2:08) Kenneth Davis, lead vocals, guitar; Lee and Dorcas Smith, vocals; Aaron Smith, bass; Marvin Light, mandolin
17. Lee Smith Singers *Fallen Leaves* (3:27) Arvella Smith-Lane, lead vocals; Lee and Dorcas Smith, vocals, harmonica; Jack Goins and Kenneth Davis, guitars; Lonas Sallings, banjo; Betty Smith Lane, vocals; Bill Smith, harmonica
18. Lee Smith Singers *The Main Trial Is Yet To Come* (2:52) Kenneth Davis, lead vocal, guitar; Lee Smith, vocals; Dorcas Smith and Bill Lane, harmonicas; Arvella Smith, vocals; Aaron Smith, bass
19. Elm Street Pickers *In The Sweet By and By* PD (3:08) Michael Pease, autoharp; Marianne Roberts, vocals, bass; Paul Matney, guitar; Cleo McNutt, autoharp
20. Crossties *Using My Bible For A Road Map* (2:29) Millard Edwards, vocals, banjo; Jimmy Williams, lead vocals, guitars; Donas Cook, mandolin; Cecil Lawson, vocals, bass
21. Crossties *When My Time Comes To Go* (1:57) Same as 20, Donas Cook, lead vocal
22. Ronald Turner *Amazing Grace* (1:13) Ronald Turner, dulcimer

#### VOLUME 4: STORIES

Total runtime = 1:04.42

1. Todd Meade & John Huron *Fiddle Frolic* (6:36) John Huron, vocals, dulcimer; Todd Meade, fiddle
2. Angelyn DeBord *Jack's Last Adventure* (11:43)

3. Taletwisters *Devil & The Farmer's Wife* (3:18) Nancy Meador Collins, vocals, guitar; Dorothy Lane, vocals, autoharp
4. Taletwisters *Churches* (6:26) Same as 3
5. Frank Grayson *Lost Indian* (2:04) Frank Grayson, fiddle; Doug Dorschug, guitar
6. David Arch & Native American Tradition *Cherokee History* (5:32)
7. Erie "Jack" Wright *1000-Legged Worm* (1:51) Erie "Jack" Wright, vocals, jaw harp
8. Uncle Charlie Osborne *Barbershop/Sugar in the Gourd* (3:33) Uncle Charlie Osborne, vocals, fiddle; Rich Kirby, banjo; Tommy Bledsoe, vocals, guitar
9. Ed Haggard *Drinking 'Shine* (3:17)
10. John Hunsucker *Nonsense Story* (0:47) Charles "Buck" Maggard and John Hunsucker
11. Farrell "Red" Lambert *Bike Race* (3:51)
12. Farrell "Red" Lambert & Lonesome Cove *Redwing* (1:49) Red Lambert, fiddle; Hobart Crabtree, banjo; Mr. and Mrs. James Hinks, guitar and washboard
13. Janette Carter, Dale Jett & Oscar Harris *Rye Cove* (3:24) Janette Carter, vocals, autoharp; Dale Jett, vocals, guitar; Oscar Harris, guitar
14. Gilmer Bledsoe *School Stories* (2:39) Gilmer Bledsoe & Eddie Piercy
15. Gilmer & Joanne Bledsoe *All Of The Wagon Tracks* (2:25) Gilmer Bledsoe, vocals, guitar; Joanne Bledsoe, vocals; Rich Kirby, mandolin; Tommy Bledsoe, banjo
16. Gilmer Bledsoe *Resurrecting Haskell* (4:34)
17. Jerry Vencil *Old Heinie* (1:48)

VOLUME 5: HOME FOLKS 1973 (Reissue)

Total runtime = 00:55:58.26

1. Kate P. Sturgill *My Stone Mountain Home* (2:15) Kate Peters Sturgill, vocals, guitar
2. Kate P. Sturgill *Little Naponee* (2:29) Same as 1
3. Beachard Smith, Paul Davis, Tommy Bledsoe *Shady Grove* (1:29) Beachard Smith, fiddle; Paul Davis, guitar; Tommy Bledsoe, vocals, guitar

4. Bill Denham *What A Fellowship* (3:02) Bill Denham, vocals, guitar, harmonica
  5. Bill Denham *Amazing Grace* (1:33) Same as 4
  6. Beachard Smith, Paul Davis, Tommy Bledsoe *Clinch Mountain Backstep* (1:29) Same as 3
  7. Kate Sturgill, Mabel McConnell, John Darnell *Hold To God's Unchanging Hand* (3:49)
  8. Janette Carter *I Never Will Marry* (2:28) Janette Carter, vocals, autoharp
  9. Janette Carter *No Telephone In Heaven* (2:34) Same as 8
  10. Hubert Addington *Cripple Creek* (1:30)
  11. Earl Gilmore *Something To Tell Jesus* (2:56) Earl Gilmore, vocals, piano
  12. Earl Gilmore *What He Done For Me* (2:05) Same as 11
  13. Nannie Smallwood *John Hardy* (1:47)
  14. Kate Sturgill, Mabel McConnell, John Darnell *I've Been Waiting* (2:28) Kate Sturgill, vocals, guitar; Mabel McConnell, vocals; John Darnell, vocals, fiddle
  15. Kate Sturgill, Mabel McConnell, John Darnell *The Little Country Church* (1:35) Same as 14
- The following cuts are from Kate Sturgill's MY STONE MOUNTAIN HOME. Converted from vinyl to CD by MECC.
- All Cuts: Kate Sturgill, vocals, guitar; George Reynolds, guitar, banjo; Charlie Maggard, bass
16. Kate Peters Sturgill *Will Our Parting Be For Always* (2:32)
  17. Kate Peters Sturgill *The Warrior's Lament* (2:02)
  18. Kate Peters Sturgill *Trail Of The Lonesome Pine* (3:29)
  19. Kate Peters Sturgill *You Belong To Me* (1:22)
  20. Kate Peters Sturgill *Deep Settled Peace* (2:23)
  21. Kate Peters Sturgill *Little Old Log Cabin Of My Dreams* (1:58)
  22. Kate Peters Sturgill *Climbing Up The Golden Stairs* (2:13)

23. Kate Peters Sturgill *Dying Soldier* (2:13)

24. Kate Peters Sturgill *The Gold Stars Shine In Heaven* (2:55)

## 2.2 John Fox, Jr. Festival

Named in honor of the famous regional author, the John Fox, Jr. Festival was established by the College in 1977 to explore and celebrate the history and culture of Southwest Virginia. This annual festival is now funded by the MECC Foundation as part of its Cultural and Humanities Series.

### 2.2.1 Annual Files

This schedule of documents includes planning materials, correspondence, press releases, programs, grant applications and reports, and other related materials for each annual festival. These files are arranged in chronological order.

Box 1 (1977 - )

### 2.2.2 Lonesome Pine Short Story Contest

Beginning in 1988, an annual short story competition, originally funded by Lonesome Pine Properties, was added to the John Fox, Jr. Festival. These files, which include both materials related to the administration and planning of the annual competition as well as copies of the winning stories, are arranged in chronological order.

Box 1 ( 1988 – 2003)

## 2.3 Cultural and Humanities Series

Shortly after its creation in 1982, the MECC Foundation began to raise money to endow an annual Cultural and Humanities Series, which would be offered to the college community and to local residents free of charge. The MECC Foundation established a Cultural and Humanities Series Committee to develop and promote the annual series (see section 9.1.4 for committee minutes). Funds from this endowment have been used to fund the John Fox, Jr. Festival since 1989 and the Slemple Gallery exhibitions since 1989 – 90. The literary lecture series funded by the Virginia Foundation for the Humanities and Public Policy between 1984 and 1993 (see section 9.2.2) were also part of the annual Cultural and Humanities Series.

### 2.3.1 Program Files

This series of documents includes files related to major programs in the Cultural and Humanities Series. These materials are arranged by program in chronological order.

2.3.1.1 John Palmer Lecture  
This file includes documents related to the appearance by NBC newscaster John Palmer, which took place on November 21, 1986.

2.3.1.2 Dr. Vladimir Sakharov Lecture  
This file contains materials concerning Dr. Sakharov's lecture on October 30, 1990.

2.4 Slemp Gallery  
The Slemp Gallery was created in 1989 with grant funding from the C. Bascom Slemp Foundation. The Slemp Gallery is located in the Wampler Library and offers an annual series of art exhibitions for the college community and local residents.

2.4.1 Exhibition Schedule  
This file contains documents related to the annual schedule of art exhibitions held in the Slemp Gallery. Materials are arranged in chronological order.

2.5 Educational Talent Search  
The Educational Talent Search program is a federally funded community service of the college. The program is designed to help eligible young people recognize their abilities and the value of an education. This file contains copies of the ETS grants which have funded this program. Materials are arranged in chronological order.

Box 1 (1982 - )

### 3. **Student Life**

This section of the schema includes publications, documents, and other materials which document the history of student life at Mountain Empire Community College.

#### 3.1 Publications

##### 3.1.1. Yearbooks

Two yearbooks titled *Mountain Log* were printed with the first covering 1972-74 (2 copies) and second covering 1975 (1 copy).

##### 3.1.2 Student Newspapers/Newsletters



Various student newspapers or newsletters have been published. Existing copies of each of these publications are organized under the title in chronological order.

- 3.1.2.1 *What's Happening Now* (197?)  
Two copies of Volume 1, Number 2 are retained. The year of publication is unknown but was prior to 1976.
- 3.1.2.2 *Passing Through* (1976 – 1977)  
Two copies of each issue of this student newspaper, which was published during the 1976 – 1977 academic year, are arranged in chronological order.
- 3.1.2.3 *Campus Chatter* (1978)  
Two copies of the four issues of this student newspaper, which was published during the spring and summer quarters of 1978, are arranged in chronological order.
- 3.1.2.4 *Mountain Breeze* (1984)  
One issue dated Spring Quarter 1984 is retained (two copies).
- 3.1.2.5 *MECC Messenger* (1985)  
Two issues of this student newspaper, March 1985 (two copies) and April 1985 (one copy) are retained.
- 3.1.2.6 *Mountain Laurel* (1987)  
One issue dated April, 1987 is retained.
- 3.1.2.7 *Laurel* (1987)  
Two issues dated Volume 1, Number 1 (two copies) and Volume 2, Number 1 (Fall, 1987) are retained.
- 3.1.2.8 *Campus Newspaper* (1988)  
One issue dated October 1988 (Volume 1, Number 1) is retained (two copies).
- 3.1.2.9 *Mountain Voice* (1988 – 1990)  
This publication continued the *Campus Newspaper*. Two copies of three issues are retained (December 1988, February 1989, and November 1990).
- 3.1.2.10 *Mountain Views* (1993)  
Two issues of this publication are retained (Spring 1993, Issue 3 and Spring 1993, Issue 4).
- 3.1.2.11 *Red Fox Flier* (1996 - )  
This MECC student publication was first published in October 1996. One copy of each issue is retained in chronological order by academic year.

Issues for the current year are maintained in the Office of Community Relations and are then transferred to the archives at the end of the year.

3.1.2.12 *Red Fox On the Go* (2005- )

This weekly publication from the Office of Student Services was established in August 2005 to supplement the *Red Fox Flier* by providing up-to-date information on campus events. Two copies of each issue are retained in chronological order by academic year.

3.2 Commencement Programs

This file contains copies (usually 2 copies) of commencement programs arranged in chronological order. There is no commencement program for 1976.

Box 1 (1974 – 2004)

3.2.1 Awards Ceremony Programs

The College held the first Awards Ceremony on May 3, 1991. This program, which is usually held one week prior to the Commencement Ceremony, was created both to honor graduates receiving special awards as well as to shorten the Commencement ceremony. The names of award winners are printed in the Commencement Program each year. This file includes copies of surviving Awards Ceremony programs. There are no programs for 1991 or 1994 – 1997.

3.3 Mountain Empire Community College Alumni Association

On September 17, 1989, the Mountain Empire Community College Alumni Association held its organizational meeting. The effort to create an alumni association for the College has been led by the MECC Foundation. This section of the schema includes documents related to the history of the alumni association.

3.3.1 Bylaws

Copies of the Mountain Empire Community College Alumni Association Bylaws are arranged in chronological order by the date of the revision.

3.3.2 Members

This file includes lists of the members of the Mountain Empire Community College Alumni Association arranged in chronological order.

### 3.3.3 Annual Records

The file contains annual working papers for the Mountain Empire Community College Alumni Association, including minutes, calendars of events, and photographs of activities. These annual records are arranged in chronological order.

### 3.4 Ambassadors

At the suggestion of the Mountain Empire Community College Alumni Association, the Mountain Empire Community College Ambassadors organization was established during the 1991 fall semester. According to its Constitution, the Ambassador's purpose "shall be to develop and promote interest, pride, and participation of student alumni in the progress of Mountain Empire Community College, and to increase the feeling of loyalty and fellowship between the institution, students, alumni, and the community." This file contains the surviving documents related to the Ambassadors, including the Constitution and By-Laws.

## 4. General Records

Publications and documents with college-wide importance and effect are included here. Serial and occasional publications, formal and informal, are represented.

### 4.1 Accreditation

#### 4.1.1 State Council of Higher Education for Virginia (SCHEV)

Documents related to SCHEV's initial report of visitation to MECC on July 17-18, 1973 are included in this file.

Box 1

#### 4.1.2 Southern Association of Colleges and Schools (SACS)

Documents related to the college's accreditation by SACS are included in the file and are arranged in chronological order.

#### Box 1 Correspondence Related to SACS Accreditation

*Status Report for Mountain Empire Community College August 25, 1972*

*Status Report for Mountain Empire Community College August 25, 1972 (Revised March 2, 1973)*

*Candidate Committee Visitation of Mountain Empire Community College May 8-11, 1973*

*Response to Candidate Committee Visitation of Mountain Empire Community College May 8-11, 1973*

*Status Report for Mountain Empire Community College March 7, 1974*

*Evaluation Committee Visitation of Mountain Empire Community College May 7- 10, 1974*

*Response to Evaluation Committee Visitation of Mountain Empire Community College May 7-10, 1974*

*Institutional Self-Study Report Mountain Empire Community College 1979*

*SACS Report of the Reaffirmation Committee April 24-27, 1979*

*Response to Recommendations of the SACS Reaffirmation Committee Visit April 24-27, 1979*

*“First Follow-Up Report for the Institutional Self-Study Program (December 26, 1980)”*

*“Fifth Year Report: Major Changes at Mountain Empire Community College 1979 – 1984”*

*“Mountain Empire Community College Interim Report January 1987”*

*1988 Mountain Empire Community College Self-Study Report*

*1989 Mountain Empire Community College Self-Study Report Addendum*

*SACS Reaffirmation Committee Report 1989*

*1989 Mountain Empire Community College Response to the Report of the Reaffirmation Committee*

*“Mountain Empire Community College Fifth Year Report to the Southern Association of Colleges & Schools Commission on Colleges March 30, 1994”*

*“Substantive Change Notification Form (Distance Education Activities) April 14, 1994”*

*“Mountain Empire Community College Notification of Substantive Change Procedure C: The Initiation of Off-Campus Programs, Branch Campuses, and Other Distance Learning Activities April 1, 1998”*

*Mountain Empire Community College Self-Study Plan Summer 1997*

*Mountain Empire Community College Procedures Manual Summer 1997*

*Mountain Empire Community College Self-Study Action Plan 1997 - 1999*

*Mountain Empire Community College Self-Study Report 1997 – 1999*

*Mountain Empire Community College Response to the Report of the Reaffirmation Committee September 22, 1999*

4.1.2.1 SACS Commission on Colleges Annual Institutional Profiles

These annual statistical reports are filed in chronological order.

Box 1 (1977 - )

4.1.3 National League for Nursing

Documents related to the accreditation of the Virginia Appalachian Tricollege Nursing Program (VATNP) by the National League for Nursing are retained in chronological order.

Box 2 *National League for Nursing Self-Study Report 1988*  
*National League for Nursing Self-Study 1996*  
*National League for Nursing Self-Study: Faculty/Administrator Forms October, 1996*  
*NLNAC Self-Study 2004*

4.1.4 Joint Review Committee for Respiratory Therapy Education  
Documents related to the accreditation of the Respiratory Therapy Program by the Joint Review Committee for Respiratory Therapy Education are retained in chronological order.

Box 3 *Respiratory Therapy Technician Certificate Program No. 10091, 1981 Self-Study Report.*

4.2 College Advisory Councils to the President

4.2.1 President's Advisory Council

The President's Advisory Council, which existed from 1979 until the mid-1980's, served as an advisory body to the president. The few surviving documents related to the council, including minutes from two meetings, are filed in chronological order. This body was superseded by the College Council.

Box 1 (1979 - 1984)

4.2.2 College Council

The College Council was established in 1987 to provide a forum to ensure systematic sharing of information and communication among all segments of the college, broad-

based participation in problem-solving, and open dialogue and discussion of alternative viewpoints to aid the President in decision making. Minutes are filed in chronological order.

Box 1 (1987 - )

#### 4.3 College Newsletters

Copies of the various newsletters which have been published at the college are retained for each publication in chronological order.

##### 4.3.1 *Mountain Empire Community College News*

Two surviving issues of the original college newsletter are retained (March, 1972 and June, 1972).

Box 1 (1972)

##### 4.3.2 *MECC Pinnacle*

Surviving issues of this college newsletter, which was published between 1991 and 1997, are retained in chronological order.

Box 1 (1991 – 1997)

##### 4.3.3 *The Link*

This official weekly employee newsletter began publication on January 5, 1988. Copies are retained in chronological order. Issues for the current year are maintained in the Office of Community Relations and are then are transferred to the archives at the end of the year.

Box 1 (1988 – )

#### 4.4 College Catalogs

The college catalog is an annual publication which serves as a guide to the college and its offerings and often includes a student handbook. Two copies of each college catalog are retained, arranged chronologically.

Box 1 (1972/73 – 1996/97)

Box 2 (1997-98- )

#### 4.5 Class Schedules

Surviving copies of class schedules are arranged in chronological order.

Box 1 (Fall Quarter 1982 - )

## **5. Presidents**

### **5.1 President**

The President is the chief administrator of the college and is responsible for organizing and administering the college in compliance with the policies, procedures, and regulations of the State Board for Community Colleges, the Systems Offices, and the College Board.

#### **5.1.1 Position Responsibilities**

The position responsibilities of the President are defined in the *MECC Faculty and Staff Manual*. Section 2.3 (Printed November 8, 2005).

#### **5.1.2 President's Staff Meeting Minutes**

This schedule of documents includes surviving copies of minutes of the President's staff meetings. The earliest surviving documents are notes from 1988 for staff meetings during the tenure of Interim President Dr. Donald Puyear.

Box 1 (October 19, 1987 - )

### **5.2 Presidents' Presentations at Faculty and Staff Meetings**

This schedule of documents includes surviving copies of each of the president's presentations at faculty and staff meetings, college-wide meetings, and in-service programs. These documents are arranged in chronological order.

Box 1 (September 11 – 22, 1972 - )

### **5.3 Presidential Inaugurations**

This schedule of documents includes materials related to the inaugurations of college presidents. Documents are arranged in chronological order by inauguration. No formal inauguration ceremonies were held for Dr. Vaughan or Dr. Ficker. Materials for each inauguration are filed in chronological order under the following subheadings: Inaugural Addresses (.1), Inaugural Ceremony/Events (.2), Printed Materials (.3), Minutes/Press Releases/ Correspondence (.4), and Financial Records (.5).

**5.3.1 Dr. Ruth Mercedes Smith**  
September 25, 1988

**5.3.2 Dr. Robert H. Sandel**  
October 16, 1992

**5.3.3 Dr. Terrance E. Suarez**

October 18, 2002

5.4 Presidential Selection

This schedule of documents includes surviving materials related to the selection of college presidents.

5.4.1 File for 1977

The file includes documents from the 1977 presidential selection process which are arranged in chronological order.

5.4.2 File for 1991

This file includes two documents from the 1991 presidential selection process: "Mountain Empire Community College Presidential Selection Local Interview Procedure" and "Qualities for New President."

5.4.3 File for 2001

This file includes two documents from the 2001 presidential selection process: "Mountain Empire Community College Presidential Selection Schedule 2001" and "Desired Qualities of the New President."

5.5 Presidential Interviews

This file includes videocassettes of interviews with former presidents, which were conducted as part of an oral history project. The college had planned to interview all the past presidents, but by February 2006, only one interview had been completed.

5.5.1 Dr. Victor B. Ficker

**6. Finance and Administration**

6.1 Vice President of Financial and Administrative Services

The Vice President of Financial and Administrative Services directs, manages, and supervises the financial and administrative functions of the college. Prior to 2002, this position was titled Dean of Financial and Administrative Services.

6.1.1 Position Responsibilities

The position responsibilities of the Vice President of Financial and Administrative Services are defined in the *MECC Faculty and Staff Manual*. Section 2.6 (Printed November 8, 2005).

6.1.2 Staff Meeting Minutes

Surviving copies of the minutes of the Vice President of Financial and Administrative Service's staff meeting are filed in chronological order.



Box 1 ( April 14, 1998 - )

**6.2 Financial Records and Reports**

This schedule of documents includes various college financial records and reports.

**6.2.1 Audit Reports**

This schedule of documents includes reports on college audits.

**6.2.1.1 Auditor of Public Accounts, Commonwealth of Virginia**

This schedule of documents includes surviving copies of audits and related materials which were conducted by the Auditor of Public Accounts.

**6.2.1.1.1 College Audits**

This schedule of documents includes individual reports on audits of the college which were conducted by APA. Documents are arranged in chronological order.

Box 1 (June 30, 1977 – June 30, 1984)

**6.2.1.1.2 VCCS Audits**

This schedule of documents includes reports, with related materials, on audits of the VCCS as a whole which include information about the college. Documents are arranged in chronological order.

Box 1 (June 30, 1986 - )

**6.2.1.2 Audits by VCCS Internal Auditors**

This schedule of documents includes reports on college audits conducted by the VCCS, which are arranged in chronological order.

Box 1 (March 31, 1981 - )

**6.2.1.3 Audits by Department of General Studies**

Reports on audits conducted by the Department of General Services are arranged in chronological order.

Box 1 (1996 - )

**6.2.2 VCCS Financial Statement/Report**

This schedule of documents includes copies of the VCCS Financial Statement Report, which are arranged in chronological order.

Box 1 (1972- 74 Biennium - )

**6.2.3. VCCS Validated Resource Distribution**

This schedule of documents includes copies of the VCCS Validated Resource Distributions. Copies of this budget document are arranged in chronological order.

Box 1 (1988-89 - )

**6.2.4. MECC Budget Exhibit – State Board for Community Colleges**

Three surviving copies of this financial document are arranged in chronological order.

Box 1 (Biennium 1974 – 1976 - Biennium 1978-1980)

**6.2.5. Local Funds Statements**

This schedule of documents includes records concerning Local Funds.

**6.2.5.1 VCCS Local Funds Financial Statements**

Copies of these statements are arranged in chronological order.

Box 1 (June 30, 1982 - )

**6.2.5.2 MECC Local Financial Statements**

Copies of these statements are arranged in chronological order.

Box 1 (1987 – 88 - )

**6.3 Campus Safety Committee**

The Safety Committee is responsible for advising the Vice President for Financial and Administrative Services on matters concerning the safety of the campus.

Box 1 (*MECC Faculty and Staff Manual*. Section 1.9.4.7  
Printed August 31, 2005)

### 6.3.1 Minutes

Minutes and related documents from this committee are arranged chronologically.

Box 1 (September 9, 1998 - )

## 6.4 Association of Classified Employees (ACE)

The purpose of the Association of Classified Employees (ACE) is to promote professional and educational growth of the classified staff so that they can contribute fully to the college mission.

### 6.4.1 Bylaws

This file includes the ACE Bylaws, which govern the organization. The single document was provided in December 2005.

### 6.4.2 Minutes

This schedule of documents includes the surviving minutes of ACE meetings which are arranged in chronological order.

Box 1 (December 3, 2004 - )

## 7. **Academic Affairs**

### 7.1 Vice President of Academic and Student Services

The Vice President of Academic and Student Services is the chief academic and student services officer of the college. Prior to 2002, this position was titled Dean of Academic and Student Services.

#### 7.1.1. Position Responsibilities

The position responsibilities of the Vice President of Academic and Student Services are defined in the *MECC Faculty and Staff Manual*. Section 2.7 (Printed February 16, 2006).

#### 7.1.2 Staff Meeting Minutes

7.1.2.1 Surviving copies of the minutes of The Vice President of Academic and Student Services's staff meetings are filed in chronological order.

Box 1 (March 1, 1994 - )

### 7.2 Instruction and Curriculum Committee

Minutes and related documents from this committee, which is responsible for recommendations to the chief academic officer regarding the curriculum and related matters, are arranged chronologically.

Box 1 (1978-79 – 1996-97)

Box 2 (1997-98 - )

### 7.3 Faculty Senate

The Faculty Senate, which represents instructional and administrative faculty members who do not report directly to the President or to the Vice-President for Academic and Student Services, was created in 1987 to make recommendations to the President and Local Advisory Board regarding academic and other issues of concern to the faculty. Documents, primarily minutes of meetings, are filed chronologically.

Note: A Faculty Assembly was created in the 1970s. This group's mission was similar to that of the Faculty Senate. No documents of the Faculty Assembly survive except its Constitution (sec 5.2, January 7, 1974).

### 7.4 Standing Committees on Distance Education/Instructional Technology

#### 7.4.1 Teaching, Learning, and Technology Roundtable (TLTR)

TLTR was established to advise the Dean of Academic and Student Services on issues related to incorporating technology into teaching at the college. Minutes are filed in chronological order.

Box 1 (19? - February 7, 2002)

#### 7.4.2 Distance Education and Instructional Technology Committee (DEIT)

DEIT was established in 2002 to replace TLTR as a standing committee to advise the Vice-President of Academic and Student Services on issues related to distance education and instructional technology. Minutes are filed in chronological order.

Box 1 (September 9, 2002 - )

### 7.5 Wampler Library

When the college was founded in 1972, the library was located on the second floor of Godwin Hall and was a part of the Learning Resources Center (LRC). In 1988, the LRC moved into Robb Hall, and the library was named the Wampler Library to acknowledge a gift from Sue Wampler Richmond honoring the memory of Mabel C. and John Barbour Wampler. During the 2000-2001 academic year, the college abandoned the learning resources model, and the Wampler Library became an independent educational support service whose director reports to the Vice-President of Academic and Student Services. The primary document schedule is the

library annual report. These reports, which review library accomplishments each academic year and include a copy of required state and federal reports, are filed in chronological order.

Box 1 (1976-77 - )

- 7.6 The Division of Arts and Sciences is the academic division which administers the Associate in Arts and Sciences degree programs of study. Prior to 1979, this division was called the Division of Humanities and Social Sciences. This division is directed by the Dean of Arts and Sciences. The primary document schedule is the collection of minutes of division meetings, which are filed in chronological order. No minutes have survived for the period between November 5, 1985 and August 19, 1997.

Box 1 (September 18, 1978 – November 5, 1985;  
August 19, 1997 - )

- 7.7 **Division of Business Technology**  
The Division of Business Technology is the academic division which administers the business-related programs of study. Prior to 1979, this division was called the Division of Business, Mathematics, and Natural Sciences. Effective summer quarter 1984, this division was incorporated into the Division of Mining, Industrial Technology, and Business. In the 1986 spring semester, this division again was made an independent division, incorporating the health sciences programs as well, until the 1997 fall semester when it was again consolidated in the Technologies Division. Effective Fall Semester 2004, the Division of Business Technology again became an independent division, which is directed by the Dean of Business Technology.

7.7.1 **Division Meeting Minutes**

This schedule of documents includes surviving minutes of division meetings, which are filed in chronological order.

Box 1 (September 20, 1977 - )

7.7.2 **Business-Related Advisory Committee Minutes**

This schedule of documents includes surviving minutes of Business-Related Advisory Committee meetings, the group of local business leaders who advise the college regarding the content and scope of the business programs of study. These surviving minutes are arranged in chronological order.

Box 1 (April 18, 1973 - )

## 7.8 Technologies Division

The Division of Mining, Industrial Technology, and Business was established in 1984. This division ultimately included the health sciences programs as well and was called the Technologies Division. Effective Fall Semester 2004, the college reestablished three academic divisions and moved technology programs into the Health Science and Industrial Technology Division, which is directed by the Dean of Health Sciences and Industrial Technology.

### 7.8.1 Division Meeting Minutes

This schedule of documents includes surviving minutes of division meetings, which are filed in chronological order.

Box 1 (1973 - )

### 7.8.2 Technologies-Related Advisory Committee Minutes

This schedule of documents includes surviving minutes of the technology program's advisory committees, which are filed in alphabetical order by program then in chronological order.

Box 1 (March 16, 1988 - )

## 7.9 Faculty Evaluation

This schedule of documents includes materials which document the history of the development of the college's Faculty Evaluation Plan, as well as copies of the plan as it has been revised over the years.

### 7.9.1 Faculty Evaluation Plans, including Merit Pay Plans

7.9.1.1 Policy and Procedure for Evaluation of College Personnel Holding Faculty Rank (Adopted 1/16/74)

7.9.1.2 Professional Evaluation Procedure (September 2, 1977)

7.9.1.3 Policy and Procedures for the Evaluation of Faculty at Mountain Empire Community College, with Merit Pay Plan (early 1980's)

7.9.1.4 Evaluation Plan for College Personnel holding Faculty Rank (late 1980's)

7.9.1.5 Evaluation and Merit Pay Plan (August 1, 1991)

7.9.1.6 Evaluation Procedures for Full-Time Instructional and Administrative Faculty (Approved Fall, 2003)

7.9.1.7 Faculty Merit Plan (1986?)

7.9.1.8 Evaluation Procedures for Full-Time Instructional and Administrative Faculty (Approved Fall 2003, updated version printed on January 13, 2006).

#### 7.9.2 Faculty Evaluation Committee

In the 1970's, the college undertook the development of a comprehensive Faculty Evaluation Plan for both administrative and instructional faculty. This schedule of documents includes surviving minutes, reports, and memoranda of the Faculty Evaluation Committee which are arranged in chronological order.

Box 1 (October 31, 1973 – April 15, 1982)

#### 7.9.3 Evaluation and Faculty Development Committee

In the fall of 1982, this committee's charge was broadened to include faculty development, and the name of the committee was revised to reflect this change. This schedule of documents includes surviving minutes, reports, and memoranda of this committee which are arranged in chronological order.

Box 1 (September 23, 1982 - March 4, 1987)

#### 7.9.4 Faculty Development Committee

In 1988, the name of this committee was changed to Faculty Development Committee. This schedule of documents includes surviving minutes and memoranda of this committee which are arranged in chronological order.

Box 2 (August 18, 1988 - October 15, 1991)

#### 7.9.5 Faculty Evaluation Plan/Merit Pay Plan Review Committee Documents

Surviving documents of various committees appointed to review the Faculty Evaluation Plan/Merit Pay Plan are arranged in chronological order.

##### 7.9.5.1 Evaluation Consolidation Task Force

(4 surviving documents – 1991)

##### 7.9.5.2 Faculty Evaluation Plan Review Committee

(1993 – 1994)

##### 7.9.5.3 A Report to the President on the MECC Faculty Evaluation Plan, submitted by the Ad Hoc Committee for Evaluation Strategies, December, 2002.

Box 2 (7.9.5.1 - )

#### 7.10. In-Service

From surviving documents, it appears that the responsibility for college in-service activities was assigned to the Dean of Instruction

(now Vice President of Academic and Student Services). The schedule of documents consists of materials related to college in-service activities, which are arranged in chronological order.

Box 1 (September 7, 1978 - )

## **8. Memorabilia**

### **8.1 Newspaper Clippings**

Since 1971, newspaper articles about the college have been clipped and maintained in chronological order.

Box 1 (1971 - 1974)

Box 2 (1975 - 1979)

Box 3 (1980 - 1981)

Box 4 (1982 - 1983)

Box 5 (1984)

Box 6 (1985)

Box 7 (1986)

Box 8 (January – September 1987)

Box 9 (October 1987 – 1988)

Box 10 (1989 – 1990)

Box 11 (1991 – 1993)

Box 12 (1994 – June 1996)

Box 13 (July 1996 – 1998)

Box 14 (1999 – 2000)

Box 15 (2001 – 2002)

Box 16 (2003 - )

## **9. Development and Grants**

### **9.1. MECC Educational Foundation**

The Mountain Empire Community College Foundation was formed in January 1981 and received its certificate of incorporation from the Virginia State Corporation Commission on September 25, 1981. The Foundation is a charitable, non-profit corporation which was established to assist the College in its stated purpose of providing quality educational opportunities and services to the citizens of Southwest Virginia. The primary function of the Foundation is to serve as a vehicle for receiving gifts, grants, donations, or bequests from the private sector to the College.

#### **9.1.1 Documents of Origin**

This file preserves documents related to the creation of the Foundation as a non-profit, non-stock corporation that is legally separate from the College, including the initial Articles of Incorporation submitted to the State Corporation Commission of Virginia and the certificate of incorporation



awarded by the Commission, the application submitted to the Internal Revenue Service to establish the Foundation as a 501(c)(3) charitable organization and a copy of the letter approving the Foundation's 501(c)(3) status, as well as correspondence related to the creation of the Foundation.

Box 1 (1979 – 1981)

#### 9.1.2 Board of Directors

The Foundation is governed by a Board of Directors, which includes community leaders, the College President, a representative from the College's classified staff, and a representative from the College's faculty. The term of board members (called Directors) shall be three years, with the exception of the President, who shall be elected for a term concurrent with his or her office as College President. The Foundation's initial Bylaws called for a Board consisting of not less than three Directors, with the exact number to be determined by the Board of Directors. In practice, the Board has 20 – 35 members with no maximum number specified in the Bylaws. To comply with VCCS policy on foundations, the College President is named a Director and one or more local College Board members (appointed by the Local College Board) serve as ex officio Directors with voting rights. In all cases, the arm's length rule between the Local College Board and Foundation Board must be maintained. In order to preserve its independence, the Foundation Board must assure that at least 60% of its membership consists of individuals who are not also members of the Local College Board. This file preserves records regarding members of the Foundation's Board of Directors arranged in chronological order.

Box 1 (1981 - )

#### 9.1.3 Bylaws

Activities of the MECC Foundation are governed by its Bylaws. Copies of the Bylaws, as amended over the years, are arranged in chronological order.

Box 1 (1982 - )

#### 9.1.4 Minutes

The MECC Foundation maintains official minutes for meetings of the Board and Standing Committees. Official minutes for special event committees are not maintained. Minutes are files in chronological order.

Box 1 (October 27, 1982 – December 3, 1998)  
Box 2 (January 19, 1999 - )

#### 9.1.5 Publications

This file collects various publications of the MECC Foundation. Materials are arranged in chronological order under each title.

*9.1.5.1 MECC Foundation Scholarship Program*

*9.1.5.2 A Year in Review*

This calendar serves as an annual report of Foundation activities.

#### 9.1.6 Scholarship Awards

This schedule of documents includes materials related to the awarding of the Foundation's endowed scholarships. Materials are arranged in chronological order by semester.

Box 1 (Summer Semester 1994 - )

#### 9.1.7 Campaigns

The file contains documents related to the major fund-raising campaigns conducted by the Foundation. The files for these campaigns are arranged in chronological order.

*9.1.7.1 First Major Campaign*

This file contains records related to the Foundation's first major campaign, which was conducted during 1988-1989 (1 box).

*9.1.7.2 1999 – 2004 Campaign*

This file contains records related to the Foundation's 1999 – 2004 campaign, titled "Opportunity is the first step..."

### 9.2. Grants

*9.2.1 Rural Community College Initiative [RCCI]*

Various materials, print and video, related to the RCCI project from 1997 – 2003 are maintained (3 boxes).

*9.2.2 Virginia Foundation for the Humanities and Public Policy (VFM) Grants*

VFH (and VFH-related) grants awarded to the college are arranged in chronological order.

Box 1 "The Southern Appalachian Family: Reflections  
In Literature" 1984 – 1985

“Let’s Talk About It in Southwest Virginia”  
 1985 – 1986  
 “Voices from Virginia” 1986 – 1987  
 “Sharing Stories: The Southern Short Story  
 Tradition” 1987 – 1988  
 “Contemporary Poets of the Southern Mountains”  
 1988 – 1989  
 “Southwest Virginia in Literature” 1989 – 1990  
 “Other Voices, Other Cultures” 1990 – 1991  
 “Islam: An Exploration” 1991 – 1992  
 “The Bill of Rights, the Courts, and the Law”  
 1991 – 1992  
 “A Commonwealth of Nations, 1607 – 1992:  
 Americans By Choice or Force” 1992 - 1993  
 “John Fox, Jr. Festival” 1995  
 “Third Annual Symposium on Southwest Virginia  
 History and Culture” 1996  
 “Development, Redevelopment, and the Future of  
 Virginia’s Appalachian Coal Fields” 1999 – 2000  
 “Home Craft Days: Preserving Southwest Virginia’s  
 Musical Heritage” 2000 – 2001

9.2.3 “Mountain Empire Leadership Program: Building a Vision for the Future”

Documents related to this grant project, which was funded by the Appalachian Regional Commission, are collected in one box.

9.2.4 “Project Graduation Really Achieves Dreams (GRAD)”

The file contains six videotapes related to this grant project.

9.2.5 “Mountain Empire Community College Intergenerational Center”

This file contains architectural studies, correspondence, and a videotape related to this joint grant project of MECC and MEOC which explored the feasibility of building an intergenerational center on the college campus.

10. Professional Development

10.1 Professional Development Plan

In the early 1990s, Dr. Robert Sandel, President of the College, charged the Professional Development Committee with developing a plan for addressing the ongoing professional development needs of the employees of Mountain Empire Community College. The Professional Development Plan, along with information regarding various employee recognition programs, are published in Section 5 of the *MECC Faculty and Staff Manual*.

Box 1 (*MECC Faculty and Staff Manual*, Section 5: Professional Development. Printed on August 30, 2005)

10.2 Professional Development Committee

The major schedule of documents related to the Professional Development Committee are minutes of committee meetings, which are arranged in chronological order.

Box 1 (February 1990 - )

11. **Photographic Images**

12. **Electronic Media**