

**Minutes of the
Gaston College
Board of Trustees Meeting
David Belk Cannon, Room 260
May 9, 2016**

Members Present: Mr. Stephen Campbell
Sheriff Alan Cloninger
Mr. John Dancoff
Mr. Brett Keeter
Mr. Tom Keigher
Mr. Jim Ragan
Ms. May Gray Robinson
Ms. Patricia Rudisill, Secretary
Mr. James Smith, Chair
Mr. Randy Vinson
Dr. Jim Watson, Vice Chair
Ms. Mildred Brunt, SGA President

Dr. Patricia Skinner, President

Members Absent: Judge Craig Collins
Ms. Jennifer Davis
Mr. Ron Hovis

Others Present: Ms. Julia Allen, Dr. Don Ammons, Mr. Todd Baney, Dr. Kristine Blankenship, Ms. Cynthia Brooks, Ms. Kelly Brown, Mr. James Cantrell, Mr. Bruce Cole, Mr. Josh Crisp, Mr. Dennis Crosby, Ms. Mary Ellen Dillon, Ms. Michele Domenech, Ms. Lynda Ellington, Ms. Misti Elting, Ms. Juanita Gunnell, Mr. Christian Hawkins, Ms. Renita Johnson, Dr. Joe Keith, Ms. Cynthia McCrory, Dr. Dennis McElhoe, Ms. Becky McLain, Ms. Savonne McNeill, Ms. Lori Metcalfe, Dr. Silvia Patricia Rios Husain, Ms. Alisa Roy, Ms. Melanie Skinner, Ms. Becky Smykowsk, Mr. Kent Spitler, Mr. Jim Taft, Mr. Chris Thurley; and Mr. Carl Stewart, College Attorney.

- **Board Chair James Smith called the meeting to order at 4:02 p.m. and declared a quorum present.**
- **Invocation – Ms. Robinson**
- **Ethics Awareness and Conflict of Interest Reminder**

Chair Smith reminded Trustees of the ethics requirements of public servants and also requested they identify any conflicts of interest or appearance of conflicts of interest present. None were identified.

A. APPROVAL OF THE AGENDA

Chair Smith asked if there were any changes, additions, or corrections to the agenda. None were identified. Chair Smith declared the agenda approved as distributed.

B. APPROVAL OF THE MINUTES FROM THE MARCH 21, 2016, BOARD MEETING.

Chair Smith presented the Minutes of the March 21, 2016, Board Meeting and asked if there were any additions or corrections. None were identified. Chair Smith declared the Board Minutes of March 21, 2016, approved as distributed.

C. INTRODUCTIONS, SPECIAL PRESENTATIONS AND RECOGNITIONS

1. Dr. Skinner welcomed Mr. Chris Thurley, Faculty Senate President, to the meeting.

Dr. Skinner introduced:

Ms. Cynthia Brooks, Communications Specialist – Campus Police and Security

Ms. Kelly Brown, Process Specialist (Fabric Formation) – Textile Technology Center, Kimbrell Campus

Mr. Jim Taft, Process Specialist (Flammability) – Textile Technology Center, Kimbrell Campus

Dr. Husain introduced:

Ms. Misti Elting, NCWorks Career Coach

Ms. Becky Smykowski, NCWorks Career Coach

Ms. McCrory introduced:

Mr. Christian Hawkins, Grounds Technician

2. Resolution in Honor of SGA President Mildred Brunt

The following resolution was presented for adoption recognizing the leadership of SGA President Mildred Brunt.

**Gaston College Board Of Trustees
Resolution
Honoring the Service of Ms. Mildred Brunt**

WHEREAS, the Gaston College Board of Trustees wishes to express its appreciation to Ms. Mildred Brunt for serving as President of the Student Government Association and as a member of the Board of Trustees during the 2015-2016 academic year; and

WHEREAS, Ms. Brunt accomplished all goals established for the 2015-2016 year as President, which strengthened the Student Government Association and benefited the students of Gaston College; and

WHEREAS, Ms. Brunt served as a positive role model for Gaston College students with her vision, strong work ethic, leadership abilities, enthusiasm, and personal dedication to the group's success; and

WHEREAS, Ms. Brunt was nominated for the Governor Robert W. Scott Leadership Award for 2015 as well as the Dallas Herring Achievement Award for 2016. Both awards are established by the North Carolina Community College System; and

WHEREAS, Ms. Brunt was nominated, selected, and graduated from the North Carolina Community College System Student Leadership Development Program for 2015-2016; and

WHEREAS, Ms. Brunt was nominated and awarded the Daryl Mitchell Award for Outstanding Students for the Western Division from the North Carolina Comprehensive Community College Student Government Association; and

WHEREAS, Ms. Brunt was selected as the Outstanding Graduate for the Paralegal Technology Program for 2016; and

WHEREAS, Ms. Brunt gave generously and unselfishly of her time and talents to lead the Student Government Association with dedication and concern for fellow students and college needs; and

WHEREAS, Ms. Brunt represented Gaston College and the Student Government Association with professionalism and a strong conviction while executing her duties as President;

NOW, THEREFORE,

Be it resolved that: The Board of Trustees of Gaston College hereby gives formal expression of its gratitude to Ms. Mildred Brunt, and directs that this Resolution be placed in the minutes of the Board of Trustees and a copy be given to Ms. Brunt.

Respectfully,

James C. Smith, Chair
May 9, 2016

Pat Rudisill, Secretary

Upon a motion by Ms. Robinson, and a second by Sheriff Cloninger, the Gaston College Board of Trustees adopted the resolution recognizing the leadership of SGA President Mildred Brunt and directed that this resolution be recorded in the official Minutes of the Board of Trustees. The motion carried.

3. Business and Industry Update

Dr. Dennis McElhoe came before the Board of Trustees to provide a Business and Industry Update covering 1) the reorganization that took place in the Economic and Workforce

Development Division, 2) Apprenticeship 321 Support Activities, 3) Customized Training, 4) Regional Training Collaboratives, 5) Manufacturing Boot Camp, 6) the WIOA YouthWorks Grant, and 7) Certified Work Ready Communities. A copy of Dr. McElhoe's PowerPoint presentation will be kept with the minutes.

A question arose concerning any unmet needs in the manufacturing training sector that the College could not meet due to financial constraints. Dr. McElhoe relayed that with expanded funding, expanded services could be made available, but felt that the current and proposed training collaboratives, training bootcamps, and customized training offered through the College were covering most of the current needs. He added that they are hoping to add 35-40 apprenticeships in the future. The College continues to look for ways to meet industrial / manufacturing training needs.

D. PRESIDENT'S REPORT

Following is a summary of Dr. Skinner's activities and travel since the March 2016 Board meeting. Additional details for each item can be found with the report in the Board packet that was distributed at the meeting.

- SPARC3 (STEM Persistence and Retention via Curricula, Cohorts, and Centralization) Professional Development Conference - Gaston College hosted its fourth annual SPARC3 Professional Development Conference on March 18, 2016.
- Alumni Speakers Series – Mr. Moses Nueman - Mr. Moses Nueman, Jr. '97, President and CEO of NB Technology, LLC, spoke to College alumni, students, faculty and staff at a lunchtime presentation on March 22, 2016.
- Superintendents and Community College Presidents Meeting - On March 23, 2016, the North Carolina School Superintendents Association and the North Carolina Association of Community College Presidents met for collaborative workgroup sessions.
- EDC County Training Consortium Meeting - On April 5, 2016, Dr. McElhoe and Dr. Skinner met with the EDC to discuss facilitating the establishment of a training consortium in Gaston County among large and small employers for the purpose of providing cost effective and relevant workforce development opportunities for their employees.
- Career and College Advisory Board Meeting - The Career and College Promise (CCP) Advisory Board held a meeting on April 7, 2016. Each dean relayed information on new programs and awards received in their respective areas.
- Achieving the Dream Coaches Visit - Gaston College's Achieving the Dream Coaches, Dr. David Hartleb and Dr. Trudy Bers, visited the College on April 11 and 12, 2016. Dr. Skinner met with them to discuss progress with Gaston College's student success initiatives and the newly evolved Institutional Capacity Assessment Tool (ICAT).
- Annual Textures and Tones Art Festival - Gaston College held its annual Textures and Tones Art Festival on April 11 – 13, 2016.

- sciVisit - On April 15, 2016, Gaston College once again hosted sciVisit for local high school students. This event promotes STEMM awareness of Science, Technology, Engineering, Math, and Medical programs of study.
- North Carolina Institute of Medicine (NCIOM) Board of Directors Meeting - At the April 19, 2016, NCIOM Board of Directors Meeting, President Zolotor gave an update on the Alzheimer's Disease and Related Dementia Task Force.
- NCACCT Law/Legislative Seminar and NCACCP - Mr. James Smith, Mr. Randy Vinson, and Dr. Skinner attended the NCACCT Law/Legislative Seminar April 20-22, 2016. The overall agenda for the NCACCT Law/Legislative Seminar included an NCACCP meeting.
- David Belk Scholarship Luncheon - On May 3, 2016, approximately 75 guests and Dr. Skinner attended the David Belk Scholarship Luncheon which is held to recognize the achievement of students and the generosity of those who are helping to make dreams come true through student scholarships.
- Legislative Coffee and Conversation – On May 9, 2016, a Legislative Coffee and Conversation social was held to relay North Carolina Community College System priorities for 2016-17 to the legislators. It was well attended.

E. SGA PRESIDENT'S REPORT

Ms. Blunt gave the following update on SGA activities since March 21, 2016. The report in its entirety is filed with the minutes.

- N4CSGA Conference - SGA attended the North Carolina Comprehensive Community College Student Government Association Spring Conference in Durham, NC, on April 1-3, 2016.
- Sexual Assault Awareness - SGA recognized Sexual Assault Awareness month during the week of April 4-8, 2016.
- Spring Fest - SGA hosted Spring Fest on all three campuses on April 12 and April 19-20, 2016.
- Blood Drive - SGA hosted a blood drive with the Community Blood Center on April 19-20, 2016.
- Altrusa Award - Ms. Renita Johnson, SGA Advisor, was awarded the Altrusa International of Gastonia 2016 Award for Excellence.
- Student Awards Banquet - The Student Awards Banquet was held on May 3, 2016.

F. CAMPUS AFFAIRS

1. HR Policy Review Project – Group 3

This Information Item presented the policies in Group 3 to the Board with the recommended changes as directed by the Campus Affairs Committee. Chair Smith extended his gratitude to the Campus Affairs Committee, especially Policy Board Liaison, Mr. Ragan; College Attorney, Mr. Stewart; and Chief Administrative Officer, Mr. Baney for their steadfast work in reviewing and updating the policies. He encouraged the Board to look over the policies and bring any questions or concerns about them to the Campus Affairs Committee.

Group 4 policies will be reviewed at the upcoming Campus Affairs Meeting on May 12, 2016. Subsequently, all the policies, in all the groups, will be presented to the full Board of Trustees at the June Board Meeting for final review and approval.

G. FACILITIES

1. Small Project Architect

The State of North Carolina requires periodic rebidding of contractual services, such as those provided by an architectural firm for an Open End Design Agreement related to informal projects. Informal projects are defined as capital projects totaling less than \$500,000 that do not require the oversight of State Construction. The contract was advertised as an annual service agreement renewable annually for a three-year term. The College has contracted with Jim Harris, currently with Labella Associates and formerly with j3h architects, for the past five years to provide this service.

The College received twelve responses to our request for submittals. The finalists were Clark Patterson Lee, Creech & Associates, Labella Associates and Morris-Berg Architects. The Committee interviewed the four finalists on April 18th and recommended Morris-Berg be selected as small project architect effective July 1, 2016. Morris-Berg was invited to attend the Facilities Committee meeting to introduce their firm and answer any questions. Architect design fees are included in each individual project's budget. No added expense is foreseen based on selecting a new design firm for small projects.

Upon the recommendation of the Facilities Committee, Dr. Watson moved that the Gaston College Board of Trustees approves the appointment of Morris-Berg Architects for the Open End Design Agreement for small projects, effective July 1, 2016. The motion carried.

2. EMS Carport

The Emergency Medical Services (EMS) program is requesting to erect a 20' x 21' carport to house the training ambulance. The structure will be placed on existing parking spaces located behind the Albright Public Safety building near the EMS lab access door. The purpose of the carport is to protect the six-year old ambulance from weather elements

and run-off from the building roof. The project cost is estimated at \$2,200, and EMS Education institutional funds will provide funding.

Upon the recommendation of the Facilities Committee, Dr. Watson moved that the Gaston College Board of Trustees approves the Emergency Medical Services program's request to erect a carport for the purpose of housing the training ambulance. The motion carried.

3. Location for New Veterinary Technology Facility

The top priority item identified during our Master Plan update and in the Bond Referendum priorities was the construction of a new Veterinary Technology Facility. An important consideration is the appropriate location for the new facility. Currently, the Veterinary Technology program is housed in a 4,400 square foot building adjacent to the Gaston County Animal Shelter, in Dallas Park. Gaston County has purchased 14 acres of land for a new animal shelter that will be 2.5 miles from campus just south of I-85 off of U.S. 321. They anticipate occupancy of the new facility in 2018.

A meeting was held on April 15, 2016, with Dr. Patricia Skinner, President; Dr. Don Ammons, Vice President for Academic Affairs; Ms. Cynthia McCrory, Vice President for Finance, Operations and Facilities; Ms. Juanita Gunnell, Dean of Health and Human Services; Ms. Melanie Skinner, Chair of the Veterinary Technology Program; Dr. Kristine Blankenship, Administrator in Charge of the Gaston County Animal Control; and Captain Steve Jentsch, Gaston County Police in attendance to discuss the pros and cons of each location and attempt to come to a consensus regarding the best location.

All parties in attendance concluded that locating the facility on campus offers the most advantages to students and faculty, and that any concerns regarding the transport of animals can be overcome. There would be cost savings associated with locating the new facility on campus. A building on campus would be smaller, less costly, and minimal new parking would be needed. A Memorandum of Understanding would be drawn up to outline the agreement between the parties.

Upon the recommendation of the Facilities Committee, Dr. Watson recommended the Gaston College Board of Trustees approves locating the new Veterinary Technology Building at the on-campus site by the Maintenance Department, as identified in the Facilities Master Plan of 2016. The motion carried.

4. Capital Reports

Monthly summaries of the capital reports were submitted for the Board's information and review. No action was required.

Center for Advanced Manufacturing (CAM)

The project is 8% complete with site clearing almost finished. Cutting, rough grading and storm drainage will be completed in the next 30 days. Unsuitable soil has been

encountered throughout roadway, parking lot and building pad site, including buried material (stumps, concrete, and asphalt) and plasticity issues. Project included allowance for 1900 cubic yards of unsuitable soil. Actual quantity is 6,000-7,000 cubic yards. Cost to remediate is \$30/cubic yard. Estimated cost is \$123k-\$150k. County capital funds will be allocated to cover this cost.

Pharr Renovation and Expansion – Phase 2

The project is 74% complete and on schedule to be completed by June 2016. The project has experienced no delays. Lighting, trim-out, mechanical start-up, plumbing fixture installation, painting, and flooring will be completed in the next 30 days.

Myers Center ADA Compliant Elevator

Demolition of elevator pit, shaft footing and masonry for new shaft are complete. New elevator scheduled for delivery mid-May.

H. FINANCE

1. Selection of Audit Firm

The State Auditor requires that audit services be rebid every three years. We have completed our third annual audit review with Cherry Bekaert for the year ended June 30, 2015. Three accounting firms (Cherry Bekaert, LLP; Rives & Associates, LLP; and Belinda Jackson, CPA, PA) responded to our recent Audit Services Request for Proposals (RFP).

An internal review committee including Ms. Cynthia McCrory, Vice President of Finance, Operations, and Facilities; Mr. Chuck Wray, Director of Purchasing; Mr. Bruce Cole, Associate Vice President/Controller; and Ms. Shelly Alman, Assistant Controller reviewed the submittals to evaluate their qualifications

While all three firms presented satisfactory professional credentials, one of our key selection criteria is prior experience with at least one North Carolina Community College. Two of the three firms have experience with NC Community Colleges, and are therefore qualified for consideration, per the selection criteria specified in the RFP.

Cherry Bekaert's client list includes Brunswick Community College, Catawba Valley Community College, Central Piedmont Community College, College of the Albemarle, Edgecombe Community College, McDowell Technical Community College, Piedmont Community College, and Gaston College.

Rives & Associates' client list includes Caldwell Community College and Technical Institute and Davidson County Community College.

The State Auditor's guidelines related to selection criteria clearly state that technical expertise should be the number one selection criteria with cost a secondary consideration. The internal review committee unanimously recommended Cherry Bekaert continue as Gaston College's audit firm. Upon approval by the Board of Trustees, the audit firm selection must also be approved by the State Auditor.

Cherry Bekaert's proposal for annual audit fees for the College and Foundation combined for the year ending June 30, 2017, is \$46,900. For the year ended June 30, 2015, these fees totaled \$44,600.

Upon the recommendation of the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees reappoint Cherry Bekaert as the independent public accounting firm for the annual financial audits for the College and Foundation. The motion carried.

2. FY 2016-17 Proprietary Budgets

The proposed FY 2016-17 proprietary operating budgets follow:

Bookstore

- During FY 2015-16, student enrollment continued to shift from financial aid students toward CCP and Early College students. For most CCP and Early College students, their high school maintains an inventory of textbooks. This reduces the number of books purchased from the Gaston College bookstore. The student type shift is expected to remain in place during FY 2016-17.

Usage Fee

- The FY 2016-17 revenue budget remains unchanged from FY 2015-16. The Facility Repairs line adjusts to balance the budget.

Vending, Discretionary, President's Discretionary, and Fine Arts

- Vending revenue is essentially flat from FY 2015-16 to FY 2016-17.

Textile Center

- Textile Center revenue increases \$136,500 during FY 2016-17.
- Textile Center expenses increase as staff is added to meet increased workload and additional equipment is purchased.

SGA

- A proposal to increase student activity fees from \$1.50 per credit hour with a maximum charge of \$12.00 per semester hour to a flat \$15.00 charge per term was presented to the Board. The increase in fees will allow the SGA to support additional student activities.

Print Shop

- Print Shop revenue decreases as College departments work to balance their budgets. The decrease in revenue is offset by lower salary and benefit costs as well as lower paper and supply costs.

Fire Training

- The Fire Training program anticipates stable revenue and expense during FY 2016-17.

Cosmetology & Esthetics

- During FY 2015-16 revenue decreased. The FY 2016-17 revenue figure reflects the FY 2015-16 decrease and the expectation that revenue will stabilize during FY 2016-17.

IMPLICATIONS FOR BUDGET

The FY 2016-17 proprietary expense budget totals are as follows:	
Bookstore	\$3,070,585
Usage Fee (Parking)	\$ 130,000
Vending	\$ 49,412
Discretionary	\$ 29,362
President's Discretionary	\$ 16,500
Fine Arts	\$ 3,550
Kimbrell Campus Textile Testing	\$1,636,500
Student Activity	\$ 159,000
Print Shop	\$ 249,000
Fire Training	\$ 321,410
Cosmetology & Esthetics	\$ 40,500

Upon the recommendation of the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees approves the FY 2016-17 Proprietary Budgets. The motion carried.

3. Approval of College Fees

SBCCC 700.1 authorizes local boards of trustees to establish local fees. Several testing and fee changes are recommended for adoption effective July 1, 2016.

Fee Increases:

- Lab and clinical fees are increasing from \$6.00 per hour to a tiered lab fee structure. They were last increased in 2006.
- Lifeskills graduation fee is increasing from a flat \$15.00 fee to \$20.00. The total cost for Lifeskills graduation materials is \$35.00 per student. The Bookstore funds the difference.
- Student activity fee is increasing from \$1.50 per credit hour with a \$12.00 maximum charge per semester to a flat \$15.00 charge per semester.
- Transcript fee is increasing by \$2.00 (from \$5.00 to \$7.00) in anticipation of the added cost of outsourcing transcript processing.
- Career Readiness Certificate fees (pass-through) are increasing \$10.00 per test to cover vendor costs.

- TEAS testing fee (pass-through) is increasing from \$45.00 to \$55.00 due to rise in vendor costs.
- Technology fee is changing from \$1.00 per credit hour with a \$16.00 maximum per semester to a flat \$16.00 charge per semester.

New Fees:

- A Career Readiness Certificate scanning fee (pass-through) of \$30.00 will be charged to cover a scanning fee imposed by the vendor.
- A technology fee for continuing education of \$5.00 per course will be charged to help support technology costs associated with general infrastructure.
- A 1098T fee (pass-through) of \$100 will be charged to students if the College incurs a charge from the IRS because the student did not provide a valid tax identification number.

Insurance Premium Increases/Decreases:

- BLET accident insurance fee (pass-through) is increasing from \$21.00 to \$23.00.
- Massage therapy malpractice insurance fee (pass-through) has decreased from \$35.00 to \$20.00 due to the provider restructuring premium charges.

Nursing Fees:

- Associate Degree Nursing ATI and NCLEX fees (pass-through) are subject to variation and change as imposed by the vendor. The fees changes are noted below and include increases and decreases.

EMS Fees:

- EMS is changing the Fisdap testing package features which will drop the cost from \$215.00 to \$120.00. This is a pass-through fee.

CURRICULUM FEES

Student Fees

Usage Fee (Parking & Security)	\$ 12.00 (\$10.00 for summer)
Graduation – Curriculum	\$ 45.00 first degree, \$15.00 concurrent degrees
* Graduation – Life Skills	\$ 20.00
* Student Activity Fee	\$ 15.00 per term
* Transcript Fee	\$ 7.00
* Career Readiness Certificate (CRC) (pass-through fee)	\$ 20.00 to \$25.00 per test

**Minutes of the Gaston College
Board of Trustees Meeting
May 9, 2016
Page 12 of 18**

- * Career Readiness Certificate (CRC) Scanning \$ 30.00 (pass-through fee)
- * TEAS Testing Fee¹ \$ 55.00 (pass-through fee)
 - Malpractice Insurance (Healthcare students) \$ 13.00
- * BLET Accident Insurance \$ 23.00
 - Return Check Fee \$ 25.00
- Parking Violation Fee \$ 5.00 (Paid to Civil Penalty Forfeiture Fund)
- * Technology Fee \$ 16.00 per term
- * Technology Fee – CE \$ 5.00 per course
- * 1098T \$100.00 (pass through fee)²
 - Library General Collections Late Fee \$ 0.10 per day
 - Library Reserves Late Fee \$ 1.00 per day
 - Library Audiovisual Materials Late Fee \$ 1.00 per day
 - Library Reference Materials Late Fee \$ 1.00 per day
 - Library Lost or Damaged Item Fee \$ 5.00 per item
- * Lab and Clinical fees

Tiered lab fee structure (see attached rationale):

Course Level	Lab Fee	Disciplines
Level 1	\$6 per lab hour	Business, Art, Math, Health, Languages
Level 2	\$12 per lab hour	Natural Sciences, Nursing, Physical Education, Computer
Level 3	\$18 per lab hour	Engineering and Industrial Technologies, Veterinary Technology, Cosmetology

¹TEAS (Test of Essential Academic Skills) measures reading comprehension, English skills (such as grammar and punctuation, basic math skills, and science knowledge). It is used as an admissions test for the RN, LPN-RN, Medical Assisting, and Vet tech programs.

²Fee will be charged to a student if Gaston College has to pay the IRS \$100 because the student did not provide a valid tax identification number.

Fees for Associate Degree Nursing

ATI and NCLEX fees are subject to variation and change. Portions of the ATI fee are taxable. The tax is included in the below-listed ATI fees. ATI and NCLEX fees are pass-through fees that are paid to ATI for the testing materials and the review program. The fees are adjusted by the vendor and will include increases and decreases.

**Minutes of the Gaston College
Board of Trustees Meeting
May 9, 2016
Page 13 of 18**

* LPN-RN (3 semesters)	Summer	\$344.00 (ATI ³ + NCLEX ⁴) increase
	Fall	\$314.00 (ATI + NCLEX) increase
	Spring	\$313.00 (ATI + NCLEX) increase
* Generic (5 semesters)	Fall	\$240.00 (ATI) increase
	Spring	\$180.00 (ATI + NCLEX) increase
	Summer	\$180.00 (ATI + NCLEX) decrease
	Fall	\$180.00 (ATI + NCLEX) decrease
	Spring	\$191.00 (ATI + NCLEX) decrease

Fees for Practical Nursing

PN (3 semesters)	Fall	\$177.00 (ATI)
	Spring	\$177.00 (ATI)
	Summer	\$407.00 (ATI + NCLEX)

* **Massage Therapy**

Malpractice Insurance \$ 20.00 per year

³ATI is Assessment Institute Technology and is a program for remediation and educational support that includes books and DVDs on all topics studied in all the nursing programs.

⁴NCLEX is National Council Licensing Exam – RN and is a review process that utilizes the scores from the ATI program to help students concentrate on any weak areas prior to taking the licensing exam after graduation.

CONTINUING EDUCATION FEES

Regional Emergency Services Training Center fees:

State Breathing Equipment School	\$250.00 (meals/shirt/jacket)
	\$129.00 (out-of-state fee)
Flashover Simulator	\$150.00 per burn ⁵
Training Center Fees	\$ 75.00 per person per day

⁵Off-site Flashover \$700 first day and \$200 each additional day plus \$2.00 per mile for fuel cost and \$28.50 hourly rate for instructor; \$15.00 travel time for instructors if it takes more than one hour to drive to the site. \$800 for weekend unit rental.

Nurse Aide I, Nurse Aide II, and Nurse Aid Refresher:

Nurse Aide I	\$ 25.00
Nurse Aide II	\$ 50.00
Nurse Aide Refresher	\$ 25.00
Medication Aide	\$ 25.00

Economic and Workforce Development:

<u># of Course Hours</u>	
0-24	\$ 2.00
25-50	\$ 4.00
50+hour class	\$ 6.00

EMS Fees:

Continuing Education

International Trauma Life Support (ITLS)	\$ 25.00 (pass through fee)
Pre-Hospital Trauma Life Support (PHTLS Provider)	\$ 15.00
Pre-Hospital Trauma Life Support (PHTLS Instructor/Renewal)	\$ 10.00
Advanced Medical Life Support (AMLS)	\$ 15.00
Advanced Medical Life Support (AMLS Instructor/Renewal)	\$ 10.00

Curriculum and Continuing Education

* FISDAP ⁵ Scheduler, Skills tracker, Comprehensive Exams.	
Unit Exams, Study Tools, Preceptor Training Package (EMS degree and diploma)	\$120.00 (pass through fee)
EMTTESTING ⁶ AEMT – Advanced Emergency Medical Technician	\$ 60.00 (pass through fee)
EMTTESTING ⁶ Paramedic*	\$ 90.00 (pass through fee)

⁵ FISDAP is online software access for clinical scheduling with healthcare agencies and EMS, track and monitor students' clinical skills, accreditation reports and summaries, required preceptor training, student study tools and testing.

⁶EMTTESTING.COM is professional testing for the EMS Profession and Computer Adaptive Testing.

Community Education Fees:

Attitudinal Driving Dynamics (ADD-8)	\$112.00
Alive@25	\$ 77.00
Defensive Driving Course 4	\$ 77.00
Basic Motorcycle Rider	\$180.00

* Denotes changed or new fee.

The increases in fees are to offset increases in operating costs for the tests and programs involved.

DRAFT OF MOTION

Upon the recommendation of the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees approves all student fees. The motion carried.

4. FY 2016-17 Interim Budget

The North Carolina Community College Law 115D-57 states:

In case the adoption of the budget resolution is delayed until after July 1, the board of trustees shall authorize the president, through interim provisions, to pay salaries and other ordinary expenses of the institution for the interval between the beginning of the fiscal year and the adoption of the budget resolution. Interim provisions so made shall be charged to the proper allocations in the budget resolution.

There are no fiscal implications other than to authorize ongoing expenditures until the 2016-17 Budget Resolution is approved by the Board.

Upon the recommendation of the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees approves the Administration's request for the interim budget in accordance with the North Carolina Community College Law 115D-57. The motion carried.

5. Supplemental State Budget Allocations

Supplemental State Budget Allocations #5 for Customized Training (359) in the amount of \$5,650; Customized Training (361) in the amount of \$68,490; BioNetwork (369) in the amount of \$50,000; Career Coaches (421) in the amount of \$35,714; for a total of \$159,854, were received after the FY 2015-16 State Budget was finalized. This item was presented for information only.

6. FY 2016-17 State Budget Update

The Governor's budget was released on April 27, 2016. Ms. McCrory reviewed with the Board the NCCCS Budget Tracking Sheet for FY 2016-17 which reflected the comparisons between what the Governor has in the budget versus what the System Office has requested.

7. Financial Reports

A summary of expenditures for FY 2015-16 year-to-date for State, Gaston, and Lincoln operating budgets and proprietary accounts in comparison to the previous year was attached for the Board's review and information.

I. REPORT FROM NCACCT

Chair Smith congratulated Mr. Randy Vinson who had recently been elected Chair of the North Carolina Association of Community College Trustees. Mr. Vinson was appreciative of his comments and then provided his report. He stated that the April 2016 NCACCT Law/Legislative Summit was one of the best due to the combined efforts of the NCACCT, NCCCS, and the NCACCP who met with legislators in an effort to relay specific priorities of today's community colleges. The task of convincing the Governor to allow community colleges to keep the enrollment adjustment funding is a top priority as is asking for increased funding to allow community college faculty and staff a permanent pay raise.

Mr. Vinson encouraged trustees to join the Political Action Committee (PAC) as their monetary and prominent support of the NCACCT would allow the Committee more leverage when lobbying for community college needs.

The new president of the North Carolina Community College System, Dr. James (Jimmie) Williamson, was heavily involved in the recruitment and development of business

opportunities in South Carolina, where he previously worked. Mr. Vinson relayed Dr. Williamson's story of bringing BMW to South Carolina, how 220 companies followed to support BMW, and the training the community college provided to those workers employed by BMW and subsequent companies. Mr. Vinson felt Dr. Williamson's experience is well suited for his new position as he brings a new perspective in viewing current community college issues.

The NCACCT Leadership Seminar will be held in Charlotte, at the Charlotte Marriott Center City Hotel, from September 7-9, 2016. Mr. Vinson encouraged the Trustees to attend.

J. CHAIRMAN'S REPORT

Chair Smith thanked the Trustees who attended the April 28, 2016, Trustees and Commissioners Meeting. The College took the opportunity to update the Commissioners on current projects, thank them for their previous support, and relay how additional operating funds are needed.

The Legislative Coffee and Conversation was held May 9, 2016, with several Trustees attending along with our local legislators. This was an opportunity to relay to legislators the NCCCS priorities for the FY 2016-17 State Budget.

Graduation will be held on May 13; ten trustees are scheduled to attend.

Chair Smith thanked the staff for their efforts in arranging new meeting places for the Board Meetings as the Myers Center is undergoing construction for a new elevator.

At the June Board of Trustees Meeting, Chair Smith will select a Board Officers Nominating Committee tasked with bringing forward new officers for FY 2016-17.

The Ad Hoc Committee on Advocacy met in April, and a report on that meeting will be sent to the Board.

K. ANNOUNCEMENTS

Chair Smith reviewed with the Board the list of upcoming meetings and events.

L. EXECUTIVE SESSION

In accordance with provisions of G.S. 143-318-11 (6), Chair Smith entertained a motion to enter the Board into Executive Session for the purpose of reviewing a personnel matter. Dr. Watson made the motion, seconded by Mr. Keeter. The motion carried.

Chair Smith entertained a motion to close Executive Session and return to Open Session. Mr. Keigher made the motion, seconded by Mr. Campbell. The motion carried.

Chair Smith entertained a motion as a result of their discussion. Sheriff Cloninger moved that the Board of Trustees give the President a Superior rating evaluation for her performance for FY 2015-2016 from the Board of Trustees. Ms. Robinson seconded the motion. The motion carried. Dr. Skinner's evaluation will be communicated to the North Carolina State Board of Community Colleges pursuant to G.S. 143-318-11 (6).

Chair Smith added one more announcement before closing the meeting. The Gaston County Board of Commissioners presented the Gaston College Board of Trustees with a resolution at a recent Volunteer Appreciation Dinner to recognize them for the many ways they volunteer and serve the citizens and community of Gaston County. A copy of the original resolution will be kept with the minutes. Mr. Smith thanked the Board of Trustees for their many contributions.

The text of the resolution follows:

WHEREAS, the entire community can effect positive change with any volunteer action no matter how big or small; and,

WHEREAS, volunteers can connect with local community service opportunities through hundreds of community service organizations; and,

WHEREAS, millions of volunteers working in their communities utilize their time and talent daily to make a real difference in the lives of children, adults and the senior population; and,

WHEREAS, during this week, all over the nation, service projects will be performed and volunteers recognized for their commitment to service; and,

WHEREAS, the giving of oneself in service to another empowers the giver and the recipient; and,

WHEREAS, experience teaches us that government by itself cannot solve all of our nations' social problems; and,

WHEREAS, our county's volunteer force of over 700 people is a great treasure; and,

WHEREAS, volunteers are vital to our future as a caring and productive county and nation.

NOW, THEREFORE, BE IT RESOLVED that the Gaston County Board of Commissioners hereby proclaims **April 10 – 16, 2016, as Volunteer Week** and recognizes this year's theme "Celebrate Service" as an opportunity to encourage all citizens to volunteer on appointed boards and in their respective communities. By volunteering and recognizing those who serve, we can replace disconnection with understanding and compassion.

BE IT FURTHER RESOLVED that the Gaston County Board of Commissioners joins the Nation and State of North Carolina in Celebrating Service by recognizing all volunteers in the community and especially the members of the

Gaston College Board of Trustees

For the many services they provide to the County Commission and the Citizens of Gaston County.

The resolution was signed by: Tom Keigher, Chairman; Chad Brown; Joe D. Carpenter; Allen R. Fraley; Tracy L. Philbeck; Mickey Price; and Jason Williams, Vice-Chairman.

To be Adopted the 26th Day of April 2016.

M. AJOURNMENT

There being no further business to come before the Board, Chair Smith declared the meeting adjourned at 6:20 p.m.

Respectfully submitted,

Pat Rudisill, Secretary

James C. Smith, Chair

Mary Ellen Dillon, Recording Secretary

(College Seal)