

**MINUTES OF THE
GASTON COLLEGE
BOARD OF TRUSTEES PLANNING RETREAT
Gaston Country Club
February 10, 2012**

Members Present: Mr. Stephen Campbell, Chair
Sheriff Alan Cloninger
Mr. Ron Hovis
Mr. Tom Keigher
Mr. Duane McCallister
Ms. Rhonda McLean
Ms. Ann Neal
Mr. Jim Ragan, Vice Chair
Mr. Ray Ratchford
Mr. James Smith, Secretary
Mr. Randy Vinson
Dr. Jim Watson
Mr. Dan Wilson

Dr. Patricia A. Skinner, President

Members Absent: Mr. Bill Sudyk
Mr. Darren Stewart, SGA President

Others Present: Dr. Don Ammons, Ms. Sylvia Bajorek, Mr. Todd Baney,
Mr. Bruce Cole, Ms. Mary Ellen Dillon, Ms. Sylvia Dixon,
Dr. Linda Greer, Dr. Joe Keith, Dr. Silvia Patricia Rios
Husain, Mr. Tom Staub, and Mr. Carl Stewart, College
Attorney.

The Board Meeting of February 10, 2012, was held prior to the Board Retreat. Board Minutes are on file in the President's Office.

I. Preliminary Report of President's Priorities for 2011-12

- 1. Effectively evaluate, manage, leverage, and seek additional resources through fundraising (e.g., funds, equipment, time, and personnel) in response to the impending financial/budget challenges.**

- Through January 11, 2012, the Gaston College Foundation reported receipts of \$242,101. (Note: The final \$1 million gift from the Kimbrell Foundation is expected in April/May). Additionally, the College has received grants of \$632,930 for a combined total of \$875,031 to date for FY2011-12.
- A focus on cost-savings opportunities through better pricing and improved processes will continue to provide quality services to students and the community.

2. Develop a plan for alumni development.

- The upcoming issue of the Gaston College Foundation newsletter will feature stories on several alumni and will be mailed to several thousand people as well as being available at various locations on all three campuses.
- Signed, limited edition posters of Gaston College alumnus Leonard Hamilton, head basketball coach at Florida State University, have been framed and will be prominently hung on all three campuses.
- Names and addresses of Gaston College alumni are being added to the Foundation database in preparation for activities associated with the celebration of the College's 50th anniversary in 2014.
- Former Gaston College yearbooks have been put into an alumni database that has provided additional access to alumni information.
- Foundation letters were mailed to alumni at the end of the year to encourage giving to "Friends of Gaston College."

3. Continue political advocacy with local and state leaders and trustees with focus on maintaining funding and support of the Textile Technology Center.

- Members of the Textile Technology Center Advisory Board, legislators, local citizens and customers of the Center were contacted requesting support for continued funding.
- Individual meetings in Raleigh were held with legislators to solicit funding for the Textile Technology Center.
- Met with legislators regarding the budget while attending a NCACCP Executive Meeting in Raleigh.

- Presented budget information to the Gaston County Commissioners' meeting to request additional funding for the College.
- Mr. Dan Gerlach, Golden Leaf, was approached about a possible grant when it appeared the Textile Technology Center would lose its funding.
- The Textile Technology Center, as well as a number of its customers, were represented at the Hosiery and Textile Manufacturing Day in Raleigh.
- During the last budget cycle, Governor Purdue did not include the Textile Center in her initial budget. It was eventually restored by our legislators, less a 7.8% reduction from the prior year. The budget allotment for 2010/11 was \$912,509 compared to \$841,388 for 2011/12.
- Presented College updates to local civic clubs in Gaston County.
- Note: Today the Kimbrell Campus serves approximately two thousand students, with an expected increase in FTEs as enrollment increases. When Gaston College took over the Textile Technology Center, it was not recognized as multi-campus, but considered categorical since it was a state entity with no student enrollment. Categoricals are the first to be considered when budget cuts are made. To provide stability to the budget, college administration will be making a proposal to the legislature to designate the Kimbrell Campus as a multi-campus facility and request that the Appropriations Committee put into the budget bill multi-campus funding for the Kimbrell Campus as a local entity. The Textile Technology Center will continue to be considered a categorical.

4. Continue preparations for the SACS reaccreditation by 1) the implementation of the Quality Enhancement Plan (QEP), 2) responding to the Focus Report on the College's Compliance Document, and 3) planning and implementing the on-site visit.

- The Reaffirmation Committee report was received on November 18, 2011. It included analyses and judgments of the off-site and on-site committees. The College received no recommendations on compliance items.
- The College did receive 2 recommendations on Item 3.3.2 related to the QEP. The recommendations addressed components 1 and 3 of Item 3.3.2: *(1) the QEP demonstrates institutional capability for the initiation, implementation, and completion of the QEP; and (3) the QEP*

identifies goals and a plan to address their achievement. The specific recommendations were: (1) the Committee recommends that the budget reflect the actual cost of the implementation of the QEP; and (2) the Committee recommends that the College develop a more detailed assessment plan, including detailed, specific assessment strategies, which produce valid measures of each student's learning outcome in each of the courses included in the project.

- A written response addressing the Committee's recommendations is being prepared. The response is due on or before March 22, 2012. Strategies for replying to the recommendations include breaking out the budget costs from the in-kind costs related to the QEP, and providing a full sample of assessment data for fall 2011 for a Wave One course.
- Gaston College's response will be reviewed at the June 2012 meeting of the Commission where a final decision on accreditation will be made.

5. Continue active role and participation on several state-wide committees charged with evaluating developmental education and updating Performance Measures.

- The *NCCCS Developmental Education Initiative* State Policy Team, of which the President is a member, develops statewide strategies and innovations that will increase the number of students enrolling in and completing college-level courses. An important component of the DEI is the redesign of developmental curriculum sequences to achieve better outcomes for students. The initial redesign efforts targeted developmental math.
- Gaston College began its beta test for the Developmental Math Redesign during the spring 2012 semester.
- As a member of the state-wide *Performance Measures Success NC Committee*, our charge is to review the current performance metrics and critical success factors of the North Carolina Community College System. The role of the Committee is to recommend changes that ensure the performance measures reflect the work of North Carolina Community Colleges while also incorporating national standards of accountability and outcomes now under development.

- The *Performance Measures Success NC Committee* recommended eight measures to the NC Association of Community College Presidents for its consideration. All eight of the following measures were approved and will be enacted in 2012:

1. Basic Skills Student Progress
2. GED Diploma Passing Rate
3. Developmental Student Success Rate in College-Level English Courses
4. Developmental Student Success Rate in College-Level Math Courses
5. First Year Progression
6. Curriculum Completion
7. Licensure and Certification Passing Rate
8. College Transfer Performance

II. Persistence, Retention, and Student Success Presentation

Chair Campbell introduced Drs. Husain and Ammons as the presenters of the *Persistence, Retention, and Student Success* presentation. The original presentation was developed by Drs. Skinner and Husain and accepted for presentation by the national ACCT meeting in Dallas, Texas, in October 2011.

An overview of the presentation shown at the Retreat consisted of the following:

1. Why Persistence and Retention
2. Brief Historical Overview of Persistence and Retention at Gaston College
3. Comparison to National Strategies
4. Student Testimonials

The presentation was well received by the Board.

A copy of the *Persistence, Retention, and Student Success* presentation is recorded with the Board Retreat Minutes and filed in the President's Office. Copies of the presentation were also distributed to Board members.

III. Discussion of President's Proposed Priorities for 2012-13

The President's priorities are proposed with input from the staff who report directly to the President.

1. *Continue the development, analysis, and possible expansion of programs and initiatives related to student success, persistence, and retention.*
2. *Develop a plan for celebrating Gaston College's 50th anniversary.*

3. *Develop a strategic planning process for 2014–2019.*
4. *Prepare for the renovation of the Pharr Trade and Industrial Building into a Center for Advanced Manufacturing.*
5. *Successfully implement the Early College High School on the Dallas Campus.*
6. *Evaluate and improve cross-divisional financial aid processes.*

Mr. Ragan requested that the College provide the Board data on the various measures and statistics relating to how the College compares to other community colleges. There are several tools the College uses to benchmark its progress, such as Performance Measures, and Critical Success Factors. This information will be made available to the Board.

Mr. Ragan suggested that in anticipation of the upcoming retirement of Ms. Sylvia Bajorek, Chief Development Officer/Executive Director of the Gaston College Foundation, an additional priority be included in the 2012-13 President's list of proposed priorities, stating the President's commitment to the ongoing fundraising efforts for the College. Mr. Keigher stated that it is the responsibility of each trustee to encourage financial support for the College, and that the priority should reflect the Board's involvement in these efforts. Although Dr. Skinner considers fundraising as an integral part of her day-to-day job, she will bring the fundraising priority to the Executive Council for consideration.

The President's Proposed Priorities for 2012-13 will be presented to the Board for approval at the March 26, 2012, meeting.

IV. Board Self-Evaluation

Chair Campbell distributed copies of the results from the Board Self-Evaluation. There were two sections of the evaluation form that Mr. Campbell identified for discussion.

During discussion Board members suggested a review of the Board Self-Evaluation form as some of the questions are ambiguous and difficult to answer.

Chair Campbell will appoint a committee to review the process at the March 26, 2012, Board meeting.

Other Discussion:

Ms. Bajorek reported that 93% of Board members have given in some aspect to the College this calendar year, whether to the radio station, Run for the Money, or Friends of Gaston College. In terms of fiscal year, 63% have contributed. Ms. Bajorek expressed her appreciation to Board members for their support.

Dr. Skinner expressed her appreciation to the Trustees for their support and the flexibility they have allowed the administration in focusing on student success at Gaston College.

Chair Campbell reminded Trustees of the April 15, 2012, deadline for filing their Statement of Economic Interest (SEI) form. State Ethics Commission booklets containing information on filing the SEI form were distributed to the Board.

The Retreat adjourned at 12:05 p.m.

Respectfully submitted,

James C. Smith, Secretary

Stephen D. Campbell, Chair

Sylvia Dixon, Recording Secretary

(College Seal)