

**MINUTES OF THE
GASTON COLLEGE
BOARD OF TRUSTEES MEETING
Myers Center Board Room
November 12, 2012**

Members Present: Mr. Stephen Campbell, Chair
Sheriff Alan Cloninger
Mr. Ron Hovis
Mr. Tom Keigher
Mr. Duane McCallister
Ms. Rhonda McLean
Mr. James Ragan, Vice Chair
Mr. Ray Ratchford
Ms. Patricia Rudisill
Mr. James Smith, Secretary
Mr. Bill Sudyk
Ms. Brittani Manning, SGA President

Dr. Patricia Skinner, President

Members Absent: Ms. Ann Neal
Mr. Randy Vinson
Dr. Jim Watson

Others Present: Ms. Julia Allen, Dr. Don Ammons, Mr. Todd Baney, Mr. Mark Carver, Mr. J.A. Dalpiaz, Ms. Jaynie Dameron, Ms. Lynn Dellinger, Ms. Mary Ellen Dillon, Ms. Sylvia Dixon, Ms. Adele Earls, Mr. John Erickson, Dr. Linda Greer, Mr. Krasimire Ivanov, Dr. Joe Keith, Dr. Karen Less, Ms. Kimberly Lloyd, Ms. Catalina Londono, Mr. Jerry Love, Tammy Martin, Ms. Tracy McCoy, Ms. Cynthia McCrory, Ms. Stephanie Michael-Pickett, Ms. Caroline Noor, Dr. Silvia Patricia Rios-Husain, Ms. Freida Roberts, Ms. Sherry Sharpe, Mr. Calvin Shaw, Ms. Debbie Sigmon, Ms. Pamela Simons, Mr. Darren Stewart, Ms. Nicole Whitaker, Mr. David Whitesides, Dr. Kim Van Wie, Mr. Carl Stewart, College Attorney, and Ms. Amanda Memrick, Gaston Gazette Education Reporter.

- **Board Chair Stephen Campbell called the meeting to order at 4:00 p.m. and declared a quorum present.**

Chair Campbell recognized Mr. J. A. Dalpiaz, Trustee Emeritus, to the meeting.

- **Invocation – Mr. McCallister**

- **Ethics Awareness and Conflict of Interest Reminder**

Mr. Campbell reminded Trustees of the ethical requirements for those who serve as public servants and requested they identify any conflicts of interest present. None were identified.

A. APPROVAL OF THE AGENDA

Upon a motion by Sheriff Cloninger, second by Mr. Hovis, the Agenda was approved as presented.

B. APPROVAL OF THE MINUTES FROM THE SEPTEMBER 24, 2012, BOARD MEETING

Upon a motion by Mr. Ragan, second by Mr. Ratchford, the Minutes from the September 24, 2012, Board Meeting were approved as submitted.

C. INTRODUCTIONS & SPECIAL PRESENTATIONS

Dr. Skinner welcomed Mr. Calvin Shaw, attending on behalf of Faculty Senate President Ms. Susan Whittemore, and Mr. Mark Carver attending as a representative of Faculty Senate. Ms. Adele Earls was present representing Staff Senate.

Dr. Skinner recognized Ms. Amanda Memrick, Gaston Gazette Education Reporter.

1. Welcome New Employees

Dr. Greer, Vice President of Economic and Workforce Development, informed the Board that the name of the BioEd-BioNetwork Center has been changed to the Learning Solutions Center, which is part of a new state-wide focus on customized training projects. In addition to the customized training projects, the Center maintains the Bio-Network web-site and will be entering into a new educational venture in simulation and web-design. As a result of this new broader focus, Mr. Jay Crutchfield has been hired as the Web Developer of the Learning Solutions Center. Mr. Crutchfield's office is housed in Raleigh. He was unable to attend the Board meeting.

Other new employees introduced were: Ms. Pamela Simons, Administrative Assistant to the Assistant Vice President-Student Services; and Ms. Nicole Whitaker, Housekeeper.

2. Presentation – TRIO and Title III Grants Update

Mr. John Erickson, Director-Persistence and Retention/Instructor, gave an overview of two of the College's federally-funded programs, TRiO and Title III. Mr. Erickson's team presented a more in-depth description of each of the two programs.

Mr. Erickson introduced the TRiO and Title III teams:
Ms. Lynn Dellinger, TRiO Coordinator; Dr. Kim Van Wie, Title III Coordinator/Assistant Director; Ms. Adele Earls, Title III Student Success Counselor; Ms. Caroline Noor, Title III Data/Outcome Analyst; and Ms. Sherry Sharpe, ACA Instructor Advisor.

Mr. Erickson covered five initiatives of the Persistence and Retention program:

1. Student Academic Assistance Program (SAAP) – Provides \$250 emergency funds per student, once per academic year, to currently enrolled students who are in good standing, and approved through an application process. Approved funds from the Gaston College Foundation are used to provide academic assistance for books, academic supplies, tuition, and other college related assistance. During the 2011-12 academic year, 110 applications were submitted and 83 were approved for SAAP assistance. A total of \$18,783 in student academic emergency assistance was distributed during the 2011-12 school year. Funds are not given directly to the student, but dispersed to the appropriate vendors.

Mr. Erickson praised the Foundation office for their quick turn-around (1-2 days) in expediting the funds.

2. Student Persistence and Success Plan (SPSP) – The College's Datatel system tracks students who are having difficulties with attendance, classroom participation, finances, motivation, classroom participation, and/or behavior issues. Data is collected on students who are exhibiting issues that may impede their scholastic success, and forwarded to certain staff members who will intercede and make sure the student is receiving the assistance needed, according to the issue. Data indicates that a combined graduation and enrollment rate of 48% shows that these high-risk students have a success rate close to the overall school success average.

Mr. Erickson introduced Ms. Lynn Dellinger and Dr. Kim Van Wie to present updates on the TRiO/Student Support Services and Title III programs.

3. TRiO/Student Support Services (2011-2012)

Ms. Dellinger introduced the following group of TRiO students who presented a skit of how the TRiO/Student Support Services can help students stay in school and attain their goals—Ms. Tammy Martin, Ms. Jaynie Dameron, Mr. Krasimire Ivanov, Mr. David Whitesides, Ms. Catalina Londono, Ms. Tracy McCoy, Mr. Jerry Love, Ms. Freida Roberts, and Ms. Kimberly Lloyd.

Ms. Dellinger presented data on how TRiO students are meeting the four TRiO/Student Support Services Objectives outlined in the information contained in the report titled – *TRiO/Student Support Services 2011-2012*, distributed to Board members and other attendees at the meeting. The report is included with the Minutes of the Board meeting and filed in the President's Office.

4. Title III Initiative (2011-2012) – Year 3 Accomplishments

Dr. Van Wie gave an update on the Year 3 Accomplishments (2011-2012) of the Title III Initiative. Dr. Van Wie's report covered data on how the Title III goals and objectives aligned with the College's strategic initiatives for 2009-2013, Title III Five-Year Goals, Year-Three Objectives, and Year-Three Tasks. Other information included updates on Interventions: Career Assessment, Financial Aid & Pre-Advising, Program Evaluation in Web Advisor, and Individual and Student Educational Plans. Dr. Van Wie's report was distributed to members of the Board and other attendees at the meeting. It is included with the Minutes of the Board and filed in the President's Office.

5. Community Resource Handbook

Ms. Sherry Sharpe distributed manuals titled *Divisional Success Coordinators - Gaston College and Community Resource Handbook 2012-13* to Board members and other attendees at the meeting. The manual outlines some of the resources available through community agencies in Gaston, Lincoln, and Cleveland Counties such as shelter, utilities, food, clothing, and transportation that the College is not able to offer students. The manual provides a variety of listings of the different agencies, names and addresses of contacts, and information on services and resources. It includes five categories that are based on student success plans. These include Counseling and Mental Health Services; Food, Clothing, and Utilities; Emergency and Transitional Housing and Shelters; and

Transportation. The manual is available on the college's home page, under Persistence and Retention.

At the conclusion of the presentation, Mr. Erickson asked Ms. Tabatha Casada, a student at Gaston College, to give a testimonial about her experience in working with the TRiO and Title III programs. Prior to taking the nursing program entrance exam, Ms. Casada attended various workshops, through the TRiO and Title III programs, that enabled her to score in the 97th percentile nationwide.

D. PRESIDENT'S REPORT

President Skinner reported that Gaston College has been selected to be involved in another Gates-funded initiative called *Completion by Design*, which is focused on student success. Dr. Skinner's written report included updates on college initiatives, along with details on recent meetings she attended since the September 24, 2012, Board meeting. The President's report is on file in the President's Office.

E. SGA PRESIDENT'S REPORT

Several activities were sponsored by the SGA during October 2012. These included a Pizza Social at the Lincoln Campus; Club Day featuring 12 club and 10 vendor tables; Spirit Week involving different activities for faculty, staff, and students; Costume Contest on October 31, where students were judged on their costumes based on three costume categories; a Mystery Dinner Theater for faculty, staff, and students, and their guests, where participants were able to interact with the performers by interrogating them to determine the identity of the villain.

Fourteen Gaston College SGA members traveled to Wilkes Community College on October 6, 2012, to attend the N4CSGA Western Divisional Meeting.

The N4CSGA Conference was held in Wilmington, North Carolina, from October 26-28, 2012. The conference provided a variety of student development workshops. Gaston College received three state award recognitions in the following categories: 2nd place in the scavenger hunt, and 1st and 2nd place in the photography contest.

F. FACILITIES

1. Capital Reports

Monthly summaries on the following projects were presented to the Board for information. No action was required.

Lena Sue Beam Renovation

The Gaston County Certificate of Occupancy was received October 1, 2012, and the State Construction Office did its final inspection and approval on October 3, 2012. All punch list items, installation of furniture, computers, smart boards, and telecom is being completed. Students moved into the building November 1 and 2, 2012. The State will be actively involved in the final bill-paying of the project. It will probably be some time before the project will be officially closed. Ms. McCrory will keep the Board apprised of the final details of the project.

Boiler Building

Brick installation is complete on the east and west walls; the north and south walls are in progress. The mansard roof is complete. The membrane roof on the interior section is in progress. Delivery of the windows is expected within the next 2-3 weeks.

Harney Hall Roof

The replacement of the Harney Hall roof on the Kimbrell Campus is a new project. The Gaston College Foundation has generously agreed to fund the project, which has been budgeted up to \$300K. The Foundation already has a group of funds allocated for construction, so it was a matter of reallocating existing funds for the roof project.

Denton Design has been retained by the College to complete an evaluation of the roof system and prepare a bid specification for replacement. This will be the initial step for a request for proposal for the project.

G. FINANCE

The following reports were presented to the Board for information. No action was required.

1. Supplemental Budget Allocation

The Supplemental State Budget Allocations were received after the FY2012-13 State Budget was finalized.

#3	Customized Training (364)	\$54,619
	Customized Trainer Training (359)	7,742
	Equipment Carry Forward (920)	<u>40</u>
	Total	\$62,401

2. Financial Reports

The Board reviewed summaries of year-to-date expenditures for FY 2012-13, pertaining to the State, Gaston, and Lincoln Counties operating budgets and proprietary accounts, in comparison to the previous year. These reports reflected information through September 30, 2012.

H. REPORT FROM NCACCT

No report was given.

I. CHAIRMAN'S REPORT

1. Nominations for Appointment to the Textile Technology Center Advisory Board

The following three nominees, recommended by Dr. Joe Keith, Dean-Kimbrell Campus and Textile Technology Center; and Mr. Sam Buff, Director-Textile Technology Center, Kimbrell Campus, were submitted to the Board as candidates to forward to the North Carolina State Board for its consideration in filling the vacancy left by Ms. Jane L. Johnson, who resigned her position on the Textile Technology Center Advisory Board in September 2012. The State Board will review and approve one of the three nominees to fill the unexpired term of Ms. Johnson. Background information on each of the three nominees was available for the Board to review.

Mr. Dave Klinger
Senior End Use Research Engineer
Dupont Spruance Site
Richmond, VA

Mr. Terry Turner
Product Development Manager
Unifi Manufacturing
Yadkinville, NC

Mr. Raul Thomas
Textile Technologist
Uster Technologies, Inc.
Charlotte, NC

Dr. Keith informed the Board that there is no residency requirement for members of the Textile Technology Center Advisory Board. The Advisory Board meets two times per year.

Upon a recommendation by Mr. McCallister, second by Mr. Hovis, the Gaston College Board of Trustees approved the three nominees – Mr.

Dave Klinger, Mr. Terry Turner, and Mr. Raul Thomas – as candidates to forward to the North Carolina State Board for its consideration in filling the vacancy on the Textile Technology Center Advisory Board. The motion carried.

J. ANNOUNCEMENTS

Chair Campbell reminded Trustees of the following events and meetings scheduled during the upcoming weeks.

- Early College High School Open House, Lena Sue Beam Partnership Building – December 2, 2:00 – 4:00 p.m.
Gaston College Holiday Event – December 7, 11:30 a.m. – 1:30 p.m., Rauch Gallery
- No Board or Committee meetings scheduled in December 2012
- No Board or Committee meetings scheduled in January 2013
- Business After Hours – hosted by Gaston College Foundation – January 17, 5:30 p.m.
- Board Retreat – Friday, February 15, 2013, 8:00 a.m. – Gaston Country Club

K. ADJOURNMENT

There being no further business to come before the Board, Chair Campbell asked for a motion to adjourn the meeting.

Upon a motion by Mr. Smith, second by Mr. Sudyk, the meeting adjourned at 5:25 p.m.

Respectfully submitted,

James C. Smith, Secretary

Stephen D. Campbell, Chair

Sylvia Dixon, Recording Secretary

(College Seal)