

**Minutes of the
Gaston College
Board of Trustees Meeting
Myers Center Board Room
May 11, 2015**

Members Present: Mr. Stephen Campbell
Sheriff Alan Cloninger
Mr. John Dancoff
Ms. Jennifer Davis
Mr. Ron Hovis
Mr. Brett Keeter
Mr. Jim Ragan
Ms. May Gray Robinson
Ms. Patricia Rudisill, Secretary
Mr. James Smith, Chair
Mr. Randy Vinson
Dr. Jim Watson, Vice Chair
Ms. LaTonya Ross, SGA President

Dr. Patricia Skinner, President

Members Absent: Mr. Tom Keigher
Ms. Rhonda McLean

Others Present: Ms. Julia Allen, Dr. Don Ammons, Mr. Todd Baney, Dr. Cortney Barkley-Postell, Mr. Josh Crisp, Dr. Dewey Dellinger, Ms. Mary Ellen Dillon, Ms. Lynda Ellington, Mr. Travis Hogue, Ms. Renita Johnson, Dr. Joe Keith, Ms. Cynthia McCrory, Dr. Dennis McElhoe, Ms. Stephanie Michael Pickett, Dr. Silvia Patricia Rios Husain, Ms. Deborah Van Scyoc, Ms. Mindy West, Ms. Heather Woodson; and Mr. Carl Stewart, College Attorney.

- **Board Chair James Smith called the meeting to order at 4:00 p.m. and declared a quorum present.**
- **Invocation – Mr. John Dancoff**
- **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. The agenda was approved as distributed.

B. APPROVAL OF THE MINUTES FROM THE MARCH 23, 2015, BOARD MEETING.

Chair Smith presented the Minutes of the March 23, 2015, Board Meeting, and asked if there were any additions or corrections. Upon a motion by Mr. Dancoff, second by Mr. Hovis, Chair Smith declared the Board Minutes of March 23, 2015, approved as distributed. The motion carried.

C. INTRODUCTIONS, SPECIAL PRESENTATIONS AND RECOGNITIONS

1. Dr. Skinner welcomed Mr. Josh Crisp, Staff Senate President to the meeting.

Dr. Ammons introduced:

Dr. Courtney Barkley-Postell, Instructor-Veterinary Medical Technology
Ms. Mindy West, Instructor-Practical Nursing-Lincoln Campus

Dr. Husain introduced:

Ms. Deborah Van Scyoc, Secretary Student Affairs

2. Recognition of Ms. LaTonya Ross, SGA President

The following resolution was presented for adoption recognizing the leadership of SGA President LaTonya Ross.

Gaston College Board Of Trustees
Resolution
Honoring the Service of Ms. LaTonya Ross

WHEREAS, the Gaston College Board of Trustees wishes to express its appreciation to Ms. LaTonya Ross for serving as President of the Student Government Association and as a member of the Board of Trustees during the 2014-2015 academic year; and

WHEREAS, Ms. Ross accomplished all goals established for the 2014-2015 year as President, which strengthened the Student Government Association and benefited the students of Gaston College; and

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

WHEREAS, Ms. Ross served as the North Carolina Comprehensive Community College Student Government Association's (N4CSGA) Western Divisional Chair, by attending regional and statewide conferences, and by planning campus student functions; and

WHEREAS, Ms. Ross was nominated, selected and graduated from the North Carolina Community College System Student Leadership Development Program for 2014-2015; and

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

WHEREAS, Ms. Ross provided leadership for student initiatives such as organizing the N4CSGA General Assembly petition for Gaston College, and sparking student interest and participation in the Community College Day at the General Assembly; and

WHEREAS, Ms. Ross represented Gaston College and the Student Government Association with optimism and a strong conviction while executing her duties as President; therefore, be it

RESOLVED, that the Board of Trustees of Gaston College hereby gives formal expression of its gratitude to Ms. LaTonya Ross, and directs that this Resolution be placed in the minutes of the Board of Trustees and a copy be given to Ms. Ross.

Respectfully,

James C. Smith, Chair

Pat Rudisill, Secretary

May 11, 2015

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

3. SACS Fifth-Year Interim Review Process

Dr. Dewey Dellinger, Associate Vice President for Academic Affairs, provided a PowerPoint presentation detailing why a Fifth-Year Interim Report is required by SACSCOC and the process being undertaken to ensure a timely completion of the report.

Preparations for the SACSCOC Fifth-Year Interim Review Report will begin at the College in fall 2015; however, the official start of the Fifth-Year Interim Review Process begins with a notification letter from SACSCOC to the College, which should arrive in fall of 2016. The actual report to SACSCOC will be submitted in September 2017, reviewed by committee in December 2017, with a letter sent to the College in January 2018 declaring the process complete or requesting additional information.

With the various detailed components of the report, as noted in the PowerPoint, it is vital to begin work on this report early in fall 2015. Dr. Dellinger reviewed the report components, the possible teams that would oversee the various compliance requirements, and a timeline for completion of the report with the Board.

Mr. Smith and Dr. Skinner thanked Dr. Dellinger for his leadership in the accreditation process.

Dr. Dellinger then distributed a handout related to Student Success initiatives Gaston College has for its students.

What do we do to promote student success at Gaston College?

- **Provide access and opportunity**
 - Men of Excellence, Minority Male Mentoring
 - Food Bank, located in CET 201A
 - STEP UP, holistic advising model providing individualized services to "at risk" students
 - Student Emergency Assistance Program, provides up to \$200 in assistance for immediate academic need
 - Community Resource Directory, provides community resource contact information
 - TRiO Student Support Services, programs identifying and providing services for students from disadvantaged backgrounds
- **Provide quality education**
 - Active and Collaborative Learning & Undergraduate Research, used by faculty to engage students
 - Math Redesign & MAT 001, relevant math pathways & math support skills
 - SPARC3, enhances the college experience of students studying Science, Technology, Engineering, and Math (STEM)
 - Strengthening Academic Internet Learning (SAIL), creating quality online courses
- **Help students enter programs of study quickly**
 - Placement Test Preparation Materials, sample questions with explanations online
 - Multiple Measures of Placement, establishes hierarchy of measures to determine readiness for college-level courses
 - Streamlined Programs of Study, clearer pathways with fewer choices
 - Developmental Education Redesign, accelerates students through developmental courses
- **Provide academic support services**
 - No Late Registration, decreases loss of class/student time when classes begin
 - Tech Fest, start-of-the-semester initiative to assist students with technology issues, including WebAdvisor, Blackboard, student email, etc...
 - New Student & Developmental Orientations, provides information on student resources, college policies and procedures, and college publications
 - Survey, learn about our students with CCSSE & SENSE Surveys
 - Transfer Advising Center, assists students in making a successful transition to a four-year university
- **Help students complete their courses and programs of study**
 - Early Alert, a tool for faculty and staff to report risk factors that could impede a student's academic success
 - Library, Learning & Writing Centers, provide tutoring and writing and research assistance
 - Revised Comprehensive Articulation Agreement, governs the transfer of credits between NC community colleges and universities
 - Reverse Transfer, allows students to earn an associate degree while pursuing a bachelor's degree

4. sciVisit Presentation

Ms. Heather Woodson, Dean of Arts and Sciences, provided a presentation about sciVisit, which is a day that Gaston and Lincoln county high school students come to Gaston College to participate in hands-on experiential learning activities and demonstrations devoted to STEMM (science, technology, engineering, math, and medical) educational opportunities and career paths. This is the fourth year at the College for sciVisit, and it has grown from 200 to 950 participants.

Ms. Woodson detailed the effort it takes College-wide to put sciVisit together, the many activities that take place during the event, the funding required, and the various high schools that participate. Corporate sponsorship would alleviate funding concerns and is being researched. With implementation of sciVisit, and other initiatives and scholarships that have been possible through SPARC³, Ms. Woodson noted that STEMM enrollment has been growing. A short video was played showing students taking part in the various demonstrations during sciVisit.

Mr. Smith and Dr. Skinner thanked Dr. Ammons and Ms. Woodson for their leadership in moving the College forward with such high academic programs and initiatives. Their work will help further the image of Gaston College as a first choice for students looking to go to college.

D. PRESIDENT'S REPORT

Following is a summary of Dr. Skinner's activities and travel since the March 23, 2015, Board meeting. Additional details for each item can be found with the report in the Board packet that was distributed at the meeting.

- Achieving the Dream Success Meeting - On March 25, 2015, I attended the Student Success Team Meeting along with our visiting Achieving the Dream (ATD) coaches, Dr. Hartlieb and Dr. Bers.
- North Carolina National Career Readiness Certification Job Fair - This type of event helps employers find people who are "career ready" through their training and National Career Readiness Certification through Gaston College.
- Gaston County Manager's Meeting - Ms. McCrory and I had a meeting on March 30, 2015, with Mr. Earl Mathers, the Gaston County Manager, to review the proposed 2015-16 Gaston County budget approved by the Board of Trustees.
- NCACCT Law/Legislative Seminar - The NCACCT Law/Legislative Seminar took place on April 8-10, 2015. I and several trustees attended: Mr. Smith, Sheriff Cloninger, Mr. Keigher, Ms. Robinson, Mr. Vinson, and Ms. Ross.
- NCACCP - During the NCACCT Law/Legislative Seminar, April 8-10, 2015, the NCACCP met to hear various presentations.

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- 50th Anniversary Alumni Speakers Series - Mr. Tracy Philbeck was featured on April 14, 2015, in the Alumni Speakers Series.
- 50th Anniversary Art Exhibit: *50 Years of Visual Excellence* - On April 14, 2015, I attended the *50 Years of Visual Excellence* art exhibit opening reception, at the Jeanne Rauch Gallery.
- Texture and Tones Arts Festival - I attended several of the on-campus events presented throughout the Textures and Tones Festival from April 14-17, 2015.
- Career and College Promise Advisory Board Meeting - On April 16, 2015, I attended the Career and College Promise Advisory Board Meeting.
- sciVisit - SciVisit took place Friday, April 17 this year with a large crowd of about 900 students.
- Pharr Trade and Industrial Phase I Open House - On April 20, 2015, I attended and presided over the Pharr Trade and Industrial Phase I Open House.
- North Carolina Institute of Medicine (NCIOM) 2015 Annual Meeting and Board of Director's Meeting - Dr. Adam Zolotor has been announced as the fifth President and CEO to lead the organization. At the April 21, 2015, meeting, an update of the activities of the recent NCIOM task forces was provided.
- 67th Annual Distinguished Service Awards - On April 22, 2015, I attend the 67th Distinguished Service Awards presented by the Jaycees.
- Student Day at the Legislature - On April 28, Dr. Husain, Ms. Renita Johnson (SGA Advisor), and I accompanied a group of students going to Raleigh to advocate for faculty and staff salary increases for community colleges.
- Tour of the Pharr Trade and Industrial Building - On April 29, 2015, Ms. Cynthia McCrory, Mr. Jeff Switzer and I led a tour of the Pharr Trade and Industrial building.
- Other Items of Interest - Gaston College is working toward becoming an Achieving the Dream Leader College which would open the door for grants otherwise inaccessible. The Board was invited to attend the Board of Commissioners meeting on May 12, 2015, at 6 p.m., when the College will make a presentation requesting \$500,000 in funding for equipment for the Center for Advanced Manufacturing. Currently there are 150 guests registered for the Gaston College 50th Anniversary Gala; Board members are encouraged to attend. A tour of the Pharr Trade and Industrial Building will be held May 12, at 9 a.m., if Board members would like to attend.
- List of Meetings – Dr. Skinner provided a list of meetings/activities she attended/participated in since the March 23, 2015, Board of Trustees Meeting.

E. SGA PRESIDENT'S REPORT

Ms. Ross gave the following update on SGA activities since March 23, 2015. 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.
- Spring Fest - The SGA hosted Spring Fest on all three campuses April 14-16, 2015.
- Community College Day at the General Assembly - Three Student Government Association leaders from Gaston College joined SGA representatives from community colleges across North Carolina, who visited the General Assembly on Tuesday, April 28, 2015, to voice their support for raising instructor pay, funding community colleges for year-round instruction, and maintaining affordable tuition rates.
- Blood Drive - SGA hosted a blood drive with the Community Blood Center on April 28-29, 2015.
- Student Awards Banquet - The Student Awards Banquet was held on May 5, 2015, in Myers Center Multipurpose Auditorium.

F. CAMPUS AFFAIRS

Ms. Davis, acting on behalf of Ms. McLean, presented information from the Campus Affairs Committee Meeting held on May 4, 2015.

1. Changes to Staff Senate Constitution and Bylaws

Staff Senate periodically reviews its Constitution and Bylaws to ensure that the language is accurate for best serving the needs of the Gaston College staff. A few amendments to the current Staff Senate Constitution and Bylaws have been proposed.

In the Staff Senate Constitution, a procedure was created: In the event that the Vice President/President Elect is elected when serving as a senator from the Lincoln or Kimbrell Campus, a replacement senator shall be elected to fill the vacancy for the remainder of the seat's term per the bylaws of the constitution.

The Bylaws were amended in regard to elections: The election process to fill vacant senate seats was moved up one month. Also, a procedure was added for any senator completing the initial two-year term who wishes to continue serving for a second two-year term. Additionally, for the Vice President/President Elect and the Secretary, the elected two-year term shall be extended, if necessary, to fulfill their duties as members. Additionally, under Article I, Section 2, the word "Staff Senate" was added in front of the word "President" to clarify which president would preside at Staff Senate Meetings.

A draft of the Staff Senate Constitution, with the revisions in yellow, was reviewed.

Upon a recommendation from the Campus Affairs Committee, Ms. Davis moved that the Gaston College Board of Trustees approve the changes to the Staff Senate Constitution and Bylaws as presented. The motion carried.

2. Gaston Links / Transitions Program Memorandum of Agreement

Gaston County Schools in collaboration with Gaston College will provide a Transition Class for students with significant cognitive disabilities, ages 18-22. The class will be located on the Gaston College Dallas Campus. During this three year Transition Class experience, each student participant is expected to fully participate in the activities and gain voluntary or competitive employment experience. This agreement is to establish the partnership between Gaston College and Gaston County Schools to provide this collaborative post-secondary experience.

Mission: To prepare young adults for careers and independent living in Gaston County.

Student Participant Goals:

- Obtain gainful employment or opportunities to volunteer following Transition Class Completion
- Participate in Transition Class and Gaston College classes when criteria is met
- Increase mobility in Gaston County
- Utilize resources provided by various county agencies
- Increase social skills and communication
- Increase self-determination skills
- Develop relationships with non-disabled persons in their age group
- Develop age appropriate leisure and recreational activities
- Receive a college campus experience

A fall 2015 start date is projected. Gaston College will provide: Part-time class instructor, classroom space on Gaston College Dallas Campus, and collaboration on curriculum. A minimum of 2.33 FTEs will be generated per 16 week semester by Gaston Links students, covering all Gaston College instructional costs, while generating revenue to the College of approximately \$2,891.

Upon a recommendation of the Campus Affairs Committee, Ms. Davis moved that the Gaston College Board of Trustees approve the Gaston Links/Transitions Program Memorandum of Agreement, with a starting date of the fall 2015 semester. The motion carried.

3. HR Policy Review Project

The Board of Trustees requested that the College review its HR policies and make recommendations for improvement. The scope and focus of the policy review includes clarifying various aspects of current policies, updating terminology, determining policy versus procedure, and separating employee (HR) policies from student policies.

It is anticipated that up to 55 policies may be reviewed as part of the project. Due to the number of policies to be reviewed, it is recommended that policies be reviewed in groups over the course of several months with a Summary of Recommended Policy Changes used as a guide for each group to be reviewed.

For consideration, the Information Item presented at the Campus Affairs Committee, included three documents:

- ***HR Policy Project Overview***, which provides an overview of the project and some of its major aspects.
- ***Summary of Recommended Policy Changes – Group 1***, which is a working example that shows the recommended changes for a group of policies for consideration.
- ***Group 1 Policies***, which contains the actual policies that correspond to the Summary.

Ms. Davis relayed to the Board that the Campus Affairs Committee discussed potential policy changes due to anticipated changes required by the State Board of Community Colleges and as a result of amendments and interpretations of various federal laws such as the Clery Act Title IX. She further stated that as part of the review, the College has benchmarked several colleges and agencies both inside and outside North Carolina and that the Committee agreed to review groups of policies and any recommended changes over the course of several months.

She noted that the Campus Affairs Committee had re-confirmed its role in the process to be focused on policy versus procedure, and that they would review all policies and any revisions before making a final recommendation to the full Board. The current goal is for the Committee to have all the policies reviewed and a recommendation to the Board by no later than the November 2015 meeting.

G. FACILITIES

1. Capital Reports

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

- Center for Advanced Manufacturing (CAM)
Construction drawings have received final approval from the State Construction Office. Boomerang is incorporating final SCO comments into the bid document, and sending the bid package to Gaston County and E.D.A. for approval to bid. The project is on schedule for awarding construction contract in second quarter 2015, beginning construction second quarter 2015 and completion in summer 2016.
- Pharr Renovation and Expansion – Phase 2
Construction drawings received final approval from the State Construction Office. ADW is incorporating final SCO comments into the bid document, and sending the

bid package to Gaston County and E.D.A. for approval to bid. The project is on schedule for awarding the construction contract in second quarter, construction to begin in June 2015, and completion in February 2016.

As a matter of note, Ms. McCrory relayed that the advertisement had run for companies interested in architectural services related to facilities master planning. There were eight respondents; a committee will evaluate the respondents and bring forward the viable candidates for Board review.

H. FINANCE

1. FY 2015-16 Proprietary Budgets

The proposed FY 2015-16 proprietary operating budgets follow.

Bookstore

- The annual book price increase offsets lower enrollment to some extent; however, the on-going trend from traditional textbooks (\$200+) to access codes (\$50) decreases revenue during FY 2015-16.

Food Service

- Food Service commissions will be similar to FY 2014-15. Commissions fund ongoing health insurance expense and to maintain the equipment in the Café.

Usage Fee

- Usage fees have decreased during FY 2014-15 but are expected to surpass current year budget. The FY 2015-16 revenue budget remains unchanged from FY 2014-15. The Facility Repairs line adjusts to balance the budget.

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

- Vending revenue is essentially flat from FY2014-15 to FY 2015-16.

Textile Center

- Textile Center revenue increases \$300,000 during FY 2015-16.
- Textile Center expenses increase as staff is added to meet increased workload and additional equipment is purchased.

SGA

- Student activity fees decrease during FY 2015-16 in line with enrollment trends. Several expense lines adjust to balance the budget. Salary and benefit expenses are redistributed to support program 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 2015-16.

Cosmetology & Esthetics

- Revenue increases during FY 2015-16 as the Esthetics program continues to grow. Revenue from the Cosmetology and Esthetics programs continue to offset costs related to constructing the Esthetics facility.

The FY 2015-16 proprietary expense budget totals are as follows:

Bookstore	\$ 3,566,850
Food Service	8,500
Usage Fee (Parking)	130,000
Vending	48,682
Discretionary	28,632
President's Discretionary	16,500
Fine Arts	3,550
Kimbrell Campus Textile Testing	1,557,887
Student Activity	112,860
Print Shop	285,000
Fire Training	330,825
Cosmetology & Esthetics	48,200

Upon the recommendation of the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees approve the FY 2015-16 Proprietary Budgets. The motion carried.

2. 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, 2015. The Curriculum graduation fee was a flat \$45.00 for each degree; the revised fee schedule reduces the fee for concurrent degrees from \$45.00 to \$15.00. The Residual ACT Testing Fee has been discontinued since the Residual ACT is no longer offered. The TEAS testing fee (pass-through) increased from \$40.00 to \$45.00 and now includes Medical Assisting students. Summer fees for Practical Nursing increased from \$177 to \$407 to add NCLEX review in summer term.

The Continuing Education fee section also reflects changes. The Regional Emergency Services Training Center increased the State Breathing School Fee from \$200.00 to \$250.00 and increased the out-of-state fee from \$126.00 to \$129.00. The Center also eliminated a \$250.00 Unified Command Course Fee and a \$100.00 Search and Rescue Fee. Nurse Aide added a \$25.00 Medication Aide fee to cover the cost of supplies. The EMS International Trauma Life Support fee (pass-through) increased from \$20.00 to \$25.00. Continuing Education also added the following fees for self-supporting

Community Education courses: Attitudinal Driving Dynamics ADD-8 (\$112.00), Alive@25,(\$77.00), DDC4 (\$77.00), and Basic Motorcycle Rider (\$180.00)

Three EMS fees were removed for courses no longer offered; two FISDAP fees, one for \$15.00 and another for \$20.00, and the \$30.00 EMTTEST EMT – Emergency Medical Responder fee (pass-through). The EMTTESTING Paramedic pass-through fee increased from \$60.00 to \$90.00. The increases in fees are to offset increases in operating costs for the tests and programs involved.

CURRICULUM FEES

Student Fees

Usage Fee (Parking & Security)	\$12.00 (\$10.00 for summer)
Lab and Clinical Fees	\$ 6.00 per lab hour (no maximum)
* Graduation – Curriculum	\$45.00 first degree, \$15.00 concurrent degrees
Graduation – Life Skills	\$15.00
Student Activity Fee	\$ 1.50 per credit (\$12 max, fall and spring only)
Transcript Fee	\$ 5.00
Career Readiness Certificate (CRC)	\$10.00 to \$15.00 per test
Residual ACT Testing Fee	\$33.50
* TEAS Testing Fee ¹	\$45.00 (pass through fee)
Malpractice Insurance (Healthcare students)	\$13.00
BLET Accident Insurance	\$21.00
Return Check Fee	\$25.00
Parking Violation Fee	\$ 5.00 (Paid to Civil Penalty Forfeiture Fund)
Technology Fee	\$ 1.00 per credit hour
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

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.

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 paid to ATI for the testing materials and the review program.

LPN-RN (3 semesters)	Summer	\$297.00 (ATI ² + NCLEX ³)
	Fall	\$267.00 (ATI + NCLEX)
	Spring	\$233.34 (ATI + NCLEX)
Generic (5 semesters)	Fall	\$230.00 (ATI)
	Spring	\$175.00 (ATI + NCLEX)
	Summer	\$200.00 (ATI + NCLEX)
	Fall	\$181.00 (ATI + NCLEX)
	Spring	\$200.00 (ATI + NCLEX)

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Fees for Practical Nursing

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

Massage Therapy

Malpractice Insurance	\$ 45.00 per year
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²ATI 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.

³NCLEX 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 ⁴
Unified Command Course	\$250.00
Fundamentals of Search and Rescue	\$100.00
Training Center Fees	\$ 75.00 per person per day

⁴Off-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:

of Course Hours

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

FISDAP⁵ Scheduler, Skills tracker, Comprehensive Exams.

Unit Exams, Study Tools, Preceptor Training Package (EMS degree and diploma)	\$215.00 (pass through fee)
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FISDAP (EMT)	\$ 15.00
FISDAP EMT TESTING	\$ 20.00

EMTTESTING EMT	\$ 45.00 (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.

Upon a recommendation from the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees approve all student fees as presented. The motion carried.

3. FY 2015-16 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 2015-16 Budget Resolution is approved by the Board.

Upon a recommendation by the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees approve the Administration's request for the FY 2015-16 Interim Budget, in accordance with the North Carolina Community College Law 115D-57. The motion carried.

4. Self-Supporting Policy

The College is required to review and update our Self-Supporting policy every three years and present it to the Board of Trustees for approval. The policy was last submitted to the Board in 2011.

This agenda item was presented to the Finance Committee in November 2014 but was deferred until spring. The State Board Community College code 600.3 Self-supporting Fee Rates was amended in May 2014. Gaston College has updated our Self-Supporting policy to reflect the State's changes. The policy was reviewed by the Board.

Upon a recommendation of the Finance Committee, Mr. Campbell moved that the Gaston College Board of Trustees approve the changes to the Self-Supporting Policy based on the amended State Board Community College code 600.3. The motion carried.

5. Supplemental State Budget Allocation

Supplemental State Budget Allocations (#4) for Customized Training (365) in the amount of \$44,470, Customized Training (359) in the amount of \$895, and the Bio Education Center in the amount of \$75,000, for a total of \$120,365, were received after the FY 2014-15 State Budget was finalized.

6. Financial Reports

Summaries of expenditures for FY 2014-15 year-to-date for State, Gaston, and Lincoln operating budgets and proprietary accounts in comparison to the previous year were presented for the Board's review and information.

I. REPORT FROM NCACCT

No report.

J. CHAIRMAN'S REPORT

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 12 – 18, 2015, 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: Tracy L. Philbeck, Chairman; Chad Brown; Joe D. Carpenter, Vice-Chairman; Allen R. Fraley; Tom Keigher; Mickey Price; and Jason Williams.

To be Adopted the 28th Day of April 2015.

K. Announcements

Chair Smith reviewed with the Board the list of upcoming meetings and events. He encouraged Board members to attend the Board of Commissioners Meeting May 12 and noted there was a good number of Board members scheduled to attend both graduation (May 15) and the 50th Anniversary Gala (May 16).

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. Mr. Campbell made the motion, seconded by Mr. Ragan. The motion carried.

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

Chair Smith entertained a motion as a result of their discussion. Mr. Ragan moved that the Board of Trustees commend the President for the wonderful job she did this year and give the President an Excellent evaluation for her

performance for FY 2014-2015 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).

M. ADJOURNMENT

There being no further business to come before the Board, Chair Smith declared the meeting adjourned at 6:25 p.m.

Respectfully submitted,

Pat Rudisill, Secretary

James C. Smith, Chair

Mary Ellen Dillon, Recording Secretary

(College Seal)