

**Minutes of the
Gaston College
Board of Trustees Meeting
Myers Center Board Room
March 25, 2019**

Members Present:

Mr. Stephen Campbell, Secretary
Mr. John Dancoff
Ms. Jennifer Davis
Mr. Tom Keigher
Mr. Brad Overcash
Ms. Janie Peak
Dr. Jim Ragan, Vice Chair
Ms. Suzanne Riley
Mr. James Smith
Ms. Natalie Tindol
Mr. Randy Vinson
Dr. Jim Watson, Chair
Ms. Kyra Rhyne, SGA President

Dr. Patricia Skinner, President

Members Absent:

Sheriff Alan Cloninger
Judge Craig Collins

Others Present:

Dr. Allison Abernathy, Ms. Julia Allen, Mr. Todd Baney, Mr. Sam Buff, Caromont Foundation Committee, Mr. Jerome Connor, Dr. Dewey Dellinger, Ms. Carol Denton, Ms. Mary Ellen Dillon, Ms. Lynda Ellington, Ms. Ann Elliott, Mr. Tim Felton, Ms. Melissa Fox, Mr. Travis Hogue, Ms. Renita Johnson, Chief Billy Lytton, Ms. Jane Lynch, Dr. Marty Mahler, Mr. Skyler Mayhue, Dr. Frank Markley, Ms. Cynthia McCrory, Dr. Dennis McElhoe, Mr. Rico McIlwaine, Ms. Brigitte McKee, Mr. Tyler Medlin, Ms. Melissa Mercer, Mr. Edward Pardue, Mr. Jeremy Railton, Dr. Silvia Patricia Rios Husain, Dr. Heather Woodson; and Mr. Carl Stewart, College Attorney.

- **Chair Watson called the meeting to order at 4:00 p.m. and declared a quorum present.**
- **Invocation – Dr. Jim Ragan**
- **Ethics Awareness and Conflict of Interest Reminder**

Chair Watson 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 noted.

Special Presentation: Chair Watson asked Trustee Janie Peak to come forward for a special surprise presentation. Ms. Peak is the Chair of the CaroMont Health Foundation, and the group is proud to award 62 scholarships each year, many of which go to students at Gaston College. The largest scholarship is the Wayne F. Shovelin Scholarship, which is valued at \$80,000 plus funding for summer internships for a total of \$100,000. It is the largest independent scholarship given in Gaston County. In 2009, upon the retirement of Mr. Shovelin as CEO of CaroMont Health for 23 years, Duke and Dot Kimbrell made a generous donation to CaroMont Health Foundation of \$2.5 million in honor of him. It was Mr. Shovelin's choice to create a competitive funding program for exceptional high school seniors pursuing careers in healthcare.

This year is the fifth awarding of the scholarship. There were 35 applicants this year to go through the vetting process, which is conducted by a Committee made up of doctors, physician's assistants, school board members and other professionals who give hundreds of hours of their time each year to help select the winning applicant. Everyone votes independently, and the votes are sent in to an audit service. The final eight candidates then go through a vigorous daylong process of interviews. This year the selection was unanimous; Ms. Peak proudly announced that Ms. Kyra Rhyne (Gaston College's Early High School student, SGA President, and Board of Trustees Student Representative) was the winner of the scholarship. Ms. Peak and Dr. Skinner then presented Ms. Rhyne with a framed copy of the Wayne F. Shovelin Scholarship. Ms. Rhyne was warmly congratulated by the Board with a round of applause.

Ms. Rhyne was very surprised. She relayed to the Board that as a young child she did not see herself as going to college due to a lack of funds. She had worked very hard to get to this point and was genuinely grateful for the opportunity the scholarship will allow. She thanked the Foundation and offered them her sincere appreciation. Ms. Peak added that Ms. Rhyne will have the opportunity to go to any college of her choice; however, the Foundation asks that she major in a healthcare track. She will also have paid internships during the summer, if she chooses to do that.

Dr. Watson thanked the CaroMont Health Foundation for the wonderful partnership Gaston College enjoys with them. Several of Gaston College's graduates are employed by CaroMont, and the College really appreciates the opportunities CaroMont provides for various internships. He thanked the Foundation for all they do and relayed what a special occasion this was to participate as Ms. Rhyne was awarded her scholarship.

A. APPROVAL OF THE AGENDA

Chair Watson asked if there were any changes, additions, or corrections to the agenda. None were identified. Mr. Vinson moved to approve the agenda; Mr. Dancoff seconded the motion. The motion carried.

B. APPROVAL OF THE MINUTES FROM THE NOVEMBER 5, 2018, BOARD OF TRUSTEES MEETING AND JANUARY 18, 2019, BOARD OF TRUSTEES RETREAT.

Chair Watson presented the Minutes of the November 5, 2018, Board of Trustees Meeting and the January 18, 2019, Board of Trustees Retreat and asked if there were any additions or corrections. No changes were identified.

Mr. Dancoff moved to approve the November 5, 2018, minutes and the January 18, 2019 minutes; Mr. Campbell seconded the motion. The motion carried.

C. WELCOME/INTRODUCTIONS AND SPECIAL PRESENTATIONS

1. Welcome/Introduction of New Employees

Dr. Skinner welcomed Mr. Jeremy Railton, Faculty Senate President, and Dr. Frank Markley and Dr. Marty Mahler from Paulien & Associates to the meeting.

Dr. Skinner Introduced:

Mr. Jerome Connor, Administrative Assistant-Chief Development Officer/Executive Director Gaston College Foundation
Ms. Brigitte McKee, Manager, Development Operations
Mr. Tyler Medlin, Extrusion Specialist-Textile Technology Center

Dr. Dellinger Introduced:

Mr. Tim Felton, Instructor-Automotive Systems Technology
Ms. Melissa Mercer, Institutional Research Coordinator
Mr. Edward Pardue, Instructor-Sociology

Ms. McCrory Introduced:

Mr. Skyler Mayhue, Housekeeper/Floor Maintenance
Mr. Rico McIlwaine, Systems Administrator-Technology Services

Dr. McElhoe Introduced:

Mr. Leonard Amico, Industry Liaison and Curriculum Coordinator-BioNetwork (Did not attend.)
Ms. Melissa Fox, Secretary-Occupational and Continuing Education/Small Business Center
Ms. Jane Lynch, Occupational and Continuing Education Specialist

2. 2019-2024 Strategic Plan Process

Trustee Jennifer Davis served on the Strategic Plan Executive Leadership Committee as a Board representative. Chair Watson thanked her and Dr. Ragan, who had served on the Strategic Planning Committee and had attended several of the strategic plan forums, for their service regarding this process. Chair Watson invited Ms. Davis to address the Board; she offered her insights concerning the strategic planning process. She relayed that Ms. Allen drove the process with a great deal of participation from the group, and Ms. Davis had the opportunity to see the benefits and results of that work. Ms. Davis has a background very familiar with the creation of strategic plans and felt Gaston College's process was well-executed. She feels the plan is simple, easy to understand, but more

importantly, on point. She hoped the Board would be pleased with the results and relayed her appreciation for being a part of the Committee.

3. 2019-2024 Strategic Plan Presented

Ms. Julia Allen thanked Ms. Davis and Dr. Ragan for their participation and input in the strategic planning process. She then introduced Dr. Frank Markley and Dr. Marty Mahler from Paulien & Associates. She relayed what a pleasure it had been to work with them during the strategic planning process and thanked them for all they did to make the process successful.

Drs. Markley and Mahler provided a PowerPoint that outlined the entire strategic planning process for the Board. The process had begun in September with scheduling dates for the various forums that would take place October 2018 to March 2019. This included a SWOT-C Analysis; forums to address strategic directions, goal statements, and the College's Vision, Mission, and Core Values; and development of key performance indicators to evaluate goal strategies or measure progress towards completion of a strategic goal or overall plan implementation.

Drs. Markley and Mahler felt the constituents of the College had really put their fingerprints on the results gathered, and the plan truly embodies the values of Gaston College. They had spent time reviewing/identifying the core values associated with the top ten community college finalists who had vied for the \$1 million Aspen Prize for Community College Excellence, which is the nation's signature recognition of high achievement and performance among America's community colleges. The core values encompassed in Gaston College's Strategic Plan align very closely with those colleges, which represents the right sort of values for the College to attain and are grounded in the most current research taking place in today's world.

One of Dr. Markley's closing thoughts was that the Plan needs to be part of everyone's daily thinking and decisions. When questions arise as to which direction to take, the Plan should influence those decisions and be the guiding force.

Dr. Skinner thanked the consultants for their work and commented that she had worked on five Strategic Plans through the years and felt this process had been the best. She was very glad to see the updates associated with the Mission and Vision statements as they are consistent with what is happening across the Country today. She further commented that the key performance indicators established will truly allow for measureable outcomes as something to continue to work toward. Dr. Skinner thanked Ms. Allen for all the work she had done to ensure a successful strategic planning process. Dr. Watson commented that as a data driven institution, the key performance indicators will provide a roadmap documenting our progress. Through updates of the President's Priorities, the Board will be kept abreast of progress made as the plan is implemented. Chair Watson thanked all involved in this process for their work.

4. Approval of the 2019-2024 Strategic Plan

The Strategic Plan will serve as the basis for the development of annual strategies and plans of action by each operating unit of the College.

Chair Watson entertained a motion from Mr. Keigher that the Gaston College Board of Trustees approve the Strategic Plan for 2019-2024 as presented. Ms. Riley seconded the motion; the motion carried.

D. PRESIDENT'S REPORT

Following is a summary of Dr. Skinner's activities and travel since the November 5, 2018, Board meeting. Additional details for each item can be found with the report in the Board packet distributed at the meeting.

- Gaston College Textile Technology Center (TTC) 75th Anniversary Celebration - On November 8, 2018, following the biannual meeting of the TTC Technical Advisory Board, a celebration was held in honor of the TTC's 75th Anniversary.
- Gaston College Annual Scholarship Legacy Dinner - Gaston College held its Annual Scholarship Legacy Dinner on November 8, 2018. This is an evening that unites our Gaston College scholarship recipients and the donors who help them to achieve their educational goals.
- North Carolina Association of Community College Presidents (NCACCP) Monthly Meeting - The NCACCP met on November 14, 2018, in Raleigh. A major focus of the meeting was on relief for those community colleges and community college students impacted by Hurricane Florence. Another focus of the meeting was on the NCCCS 2019 Workforce Development Legislative Agenda.
- National Apprenticeship Week Celebration - On November 15, 2018, Gaston College held an event to celebrate National Apprenticeship Week. The College welcomed Representatives Torbett, Bumgardner, and Hastings; Board of Trustees members Ms. Riley, Mr. Vinson, and Mr. Dancoff; and Ms. Kathryn Castellones, Director of ApprenticeshipNC, to the morning's breakfast.
- Highlights from President's Cabinet Meeting and Reports - On November 15, 2018, the President's Cabinet met; some highlights of the Divisional reports were provided.
- Veterinary Medical Technology Facility Groundbreaking - The groundbreaking ceremony for the Veterinary Medical Technology (Vet Tech) Facility took place on December 4, 2018, with a program at the David Belk Cannon building followed by the ceremonial shoveling of dirt in front of the location of the selected site for the Veterinary Medical Technology Facility.

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- SACSCOC Annual Conference - The SACSCOC Annual Conference was held in New Orleans, LA, from December 8-11, 2018. Those attending included Dr. Dellinger, Dr. Husain, Dr. Woodson, Mr. Cole, Ms. Duncan, Mr. Railton, and Dr. Skinner.
- Spring Convocation - On January 8, 2019, a Spring Convocation was held in the Myers Center Multipurpose Auditorium. This was an opportunity to update Campus on the progress concerning the four goals the College set in implementation of guided pathways for this year.
- Annual Legislative Coffee and Conversation - On January 14, 2019, Gaston College held its Annual Legislative Coffee and Conversation event at the Center for Advanced Manufacturing. Representatives Bumgardner, Hastings, Saine, and Torbett, Trustee Chair Watson, Trustees Collins, Overcash, Riley, and Vinson, Vice Presidents Dellinger, Husain, McCrory, and McElhoe and Ms. Julia Allen, Mr. Carl Stewart, and Dr. Skinner attended.
- North Carolina Institute of Medicine (NCIOM) Board of Directors - The NCIOM Board of Directors met on January 15, 2019; Dr. Skinner attended via telephone.
- North Carolina Student Success Center Financial Stability Workshop - On January 24, 2019, Gaston College hosted a North Carolina Student Success Center Financial Stability Workshop.
- North Carolina Association of Community College Presidents (NCACCP) Quarterly Meeting - The NCACCP quarterly meeting took place in Charlotte at Central Piedmont Community College on January 30 to February 1, 2019.
- 25th Anniversary Bellwether Legacy Finalist Award - In 2016 Gaston College won the Bellwether Award for its "It All Began With A SPARC" program. In November 2018, Gaston College was selected as one of ten finalists to compete for the 25th Anniversary Bellwether Legacy Award during the 2019 Community College Futures Assembly held in San Antonio, TX, February 2-5, 2019. Gaston College did not win the Legacy Award, but was honored to be among the best. The trophy received as a finalist is on display in the Beam Administration Building lobby.
- Gaston Early College 4-Peat Celebration - The Gaston Early College High School has achieved four years as a Grade A school. Dr. Skinner participated in their 4-Peat Celebration held on February 8, 2019.
- Former Student Wins Jack Kent Cooke Graduate Scholarship - Former Gaston College student Madison Staves has been awarded the Jack Kent Cooke Graduate Scholarship for \$75,000 to pursue her Doctorate in Veterinary Medicine.
- 15th Annual Convening – 2019 Achieving the DREAM Conference - The Achieving the DREAM Conference took place in Long Beach, California, from February 19-22, 2019. Dr. Skinner attended along with Drs. Dellinger, Husain, and Woodson.

- North Carolina Student Success Center's (SSC's) 3rd Guided Pathways to Success (GPS) Institute - On February 26-27, 2019, the North Carolina Student Success Center held its 3rd GPS Institute.
- Textile Technology Center Update - Based on a March 4, 2019, conversation with Dean David Hinks at NC State, Dr. Skinner relayed that the NC State proposal to form the North Carolina Textiles Discovery and Innovation Center is on hold. It may be considered in the future.
- North Carolina Association of Community College Presidents (NCACCP) Monthly Meeting - The NCACCP Monthly Meeting held on March 13, 2019, focused primarily on assisting the presidents get ready for Community College Day on April 3.

1. Approval of the President's Proposed Priorities for 2019-2020

At the Board of Trustees Retreat on January 18, 2019, Dr. Skinner brought forward the President's Proposed Priorities for 2019-2020. The President's Proposed Priorities are developed by the Executive Council and other key administrative staff at an annual Executive Council Leadership Retreat. At that time, Dr. Skinner and her administrative staff review past plans and priorities and consider new institutional priorities. The result is a draft of the President's Proposed Priorities for the next year that are presented for review to the trustees at the Board of Trustees Retreat.

The Board of Trustees reviewed the priorities proposed for 2019-2020 at the Board Retreat, held January 18, 2019, and they were presented to the Board at this meeting for adoption. The President's Proposed Priorities for 2019-2020 are listed below; each Priority is currently linked back to the 2014-2019 Strategic Plan.

I. Continue to manage and facilitate the funding and construction of the new Veterinary Medical Technology Facility with anticipated completion in late 2019.

*Strategic Plan, Initiative V, Goals 15 and 16

II. Continue preparation for the SACSCOC decennial review with a focus on reviewing and updating relevant policies, compliance certification, and Quality Enhancement Plan (QEP) development.

*Strategic Plan, Initiative IV, Goals 10 and 14

III. Continue responding to regional workforce development needs through the launch of a pre-apprenticeship program in collaboration with Gaston and Lincoln County Schools; the expansion of Apprenticeship 321; and the development and delivery of nationally, regionally, and industry recognized workforce certifications.

*Strategic Plan, Initiative I, Goals 1 and 2

*Strategic Plan, Initiative III, Goals 7 and 8

IV. Continue efforts to promote enrollment growth; foster student persistence and completion; reduce equity gaps; increase accessibility; and strengthen partnerships and collaborations through involvement in statewide and national initiatives such as guided pathways, developmental education redesign, and technology-assisted academic planning.

- *Strategic Plan, Initiative I, Goals 1, 2 and 3
- *Strategic Plan, Initiative II, Goals 4, 5 and 6
- *Strategic Plan, Initiative III, Goals 7 and 8
- *Strategic Plan, Initiative IV, Goals 10, 12 and 14
- *Strategic Plan, Initiative V, Goal 19
- *Strategic Plan, Initiative VI, Goals 21 and 22

V. Broaden targeted outreach efforts with College constituents to raise awareness of and increase support for College and Foundation priorities.

- *Strategic Plan, Initiative III, Goals 7 and 8
- *Strategic Plan, Initiative VI, Goals 21 and 22

VI. Identify successful outcomes of the completed 2014-2019 Strategic Plan and incorporate strategic initiatives identified through the 2019-2024 Strategic Planning process into institutional priorities moving forward.

- *All Strategic Plan Initiatives and Goals

(*2014-2019 Strategic Plan Initiatives and Goals)

Chair Watson entertained a motion by Mr. Campbell that the Gaston College Board of Trustees approve the President's Proposed Priorities for 2019-2020 as presented; Mr. Keigher seconded the motion. The motion carried.

E. SGA PRESIDENT'S REPORT

Ms. Rhyne, SGA President, gave the following update on SGA activities since November 5, 2018. The report in its entirety can be found in the Board meeting packet.

- National Conference on Student Leadership - On November 15-18, 2018, four students attended the National Conference on Student Leadership in Orlando, Florida.
- SGA Canned Food Drive - SGA collected 176 canned good items for TRiO in December 2018.
- Toys for Tots - SGA held its annual Toys for Tots drive from November 26 to December 14, 2018. A total of 210 toys were donated.
- Welcome Back - SGA's Welcome Back for the Spring Semester was held on each of the three campuses through celebrating National Food Holidays.

- Valentines for Veterans - From January 10 to February 8, the Student Government Association held "Valentines for Vets," an initiative which provides Gaston College students the opportunity to offer kind words and appreciation for the sacrifices of local veterans. A total of 1,269 cards were made and sent to several Veterans' Hospitals.
- Club Awareness Day - Club Awareness Day was held on Tuesday, February 14, 2019. This year's theme was "Acts of Kindness."
- Lunch and Learn - During February and March, SGA hosted a series of Lunch and Learn Workshops geared to helping students develop soft skills for success.
- N4CSGA Western Division Meeting - Five SGA delegates attended the N4CSGA Western Division Meeting, which was held February 23, 2019, at Forsyth Technical Community College.
- American Red Cross Blood Drive - During the fall and spring semesters, SGA sponsored blood drives with the American Red Cross.
- SACSCOC QEP Selection Committee - SGA Senator, Christian Rios, was selected to serve as the student representative for the SACSCOC QEP Selection Committee.

F. CAMPUS AFFAIRS

1. Proposed Termination of the Human Services Technology: Developmental Disabilities Program

The Human Services Developmental Disabilities degree was implemented at Gaston College in August 2014. Student enrollment and degree completion has remained low since the inception of the program, with only seven program graduates during the first four years of the program.

Enrollment in developmental disabilities courses has remained low, with a head count of ten or less students per course per semester in courses required only for the developmental disabilities degree program. One course, DDT 110, is required for students in all three human services programs at the College. As a result, annual enrollment in DDT 110 has remained constantly higher than the other five developmental disabilities courses. DDT 110 will remain as a requirement for all human services students per feedback from the human services advisory committee in order to ensure that all students have a foundational knowledge of developmental disabilities.

Nine active students are currently enrolled in the Human Services Technology: Developmental Disabilities program. Five of these students are on track to graduate in Spring or Summer 2019 in this program. A teach-out plan has been designed to serve the remaining four students and was presented to the Board. Additionally, enrollment and award information since program inception was provided.

Elimination of this program should have positive budget implications for the College due to elimination of low enrollment courses in developmental disabilities. This will allow program faculty to more efficiently serve the needs of students in the remaining two human services programs (Human Services Technology and Human Services Technology: Substance Abuse).

Campus Affairs Committee Chair Ragan added that employers are willing to hire students without this specialization so students are not inclined to spend another semester completing a second degree. The teach-out plan designed will ensure no students currently in the program are penalized with the termination of this program.

Upon the recommendation of the Campus Affairs Committee, Dr. Ragan moved that the Gaston College Board of Trustees approve the termination of the Human Services Developmental Disabilities program as presented. The motion carried.

G. FACILITIES

1. Razing of Houses at 204 and 207 College View

Gaston College purchased the houses at 204 College View in February 2015 and 207 College View in April 2015 with future plans to expand existing parking lots. The State Board of Community Colleges approved the requests to purchase these properties including permission to demolish the structures at a future date.

The College recommends demolition of the houses at 204 and 207 College View. The demolition cost is estimated at \$21,000 – \$23,000. Bids will be solicited, and the low bid will be accepted. All debris will be removed and the property will be left graded and over-seeded. Ms. McCrory explained there is currently not a need for more parking at that end of the Campus so the lot will not be paved at this time. If a time comes when the College would like to add the area as additional parking, the City would have to shorten the street and additional fencing be installed so students did not use College View to access the lot. Until that time, the lots will be seeded, and the current fencing is adequate.

Upon the recommendation of the Facilities Committee, Mr. Dancoff moved that the Gaston College Board of Trustees approve the demolition of the houses at 204 and 207 College View as presented. The motion carried.

2. Capital Report

A Capital Report on the Veterinary Medical Technology Facility was submitted for the Board's information and review. No action was required.

Veterinary Medical Technology Facility

A preconstruction meeting was held on February 6. The project received a notice to proceed on February 11. Erosion silt fencing has been installed and grading is in progress.

Barring discovery of poor soil or weather delays, a completion date of February 6, 2020, is scheduled. This item was presented for information purposes only.

H. FINANCE

Finance Committee Chair Overcash relayed to the Board that Mr. Bruce Cole, AVP for Finance, Facilities, and Operations and Controller resigned from the College to accept a higher level position at another college. Chair Overcash thanked Mr. Cole for his 11 years of excellent service.

1. FY 2019-2020 Gaston County Operating Budget Request

The proposed FY 2019-2020 Gaston County Operating Budget was presented to the Board for review. This year's budget request reports an increase of \$233,532 (4.36%) over the FY 2018-2019 approved budget.

• Campus Police, staff additions, net	\$123,368
• Campus Police, replace and upgrade equipment	\$ 20,000
• Salary and benefits, 3% increase	\$ 47,486
• State increases in retirement, health, and longevity	\$ 33,928
• Property insurance increase	\$ 6,988
• Antenna lease escalation	<u>\$ 1,762</u>
Total increase	\$233,532

Campus Police

Campus safety and security continue to be central to our commitment to provide a safe learning and working environment for our students, faculty, staff and members of the public. Unfortunately, however, events such as mass violence continue to make headlines, reminding us that keeping our college safe must continue to be a critical priority.

Campus safety and security have changed measurably in recent years. The FY 2019-2020 budget request includes communication specialist position changes and the addition of one communications position (\$63,304), two police officers (\$113,889), and partial funding for equipment replacements and upgrades (\$20,000), which includes converting the police radio system to 800 MHz technology to be compatible with other local law enforcement agencies and upgrading the security camera data storage system. These additions are offset to some extent by planned reductions in part-time staffing (-\$53,825).

Other Budget Requests

The proposed budget also includes funding for a 3% salary increase (\$47,486), an increase for benefit costs (\$33,928), the annual lease escalation for the radio tower (\$1,762), and an increase in property insurance premiums (\$6,988). The FY 2019-2020 operating budget request for Gaston County totals \$5,585,769.

Ms. McCrory relayed that she and Dr. Skinner have a meeting scheduled with Gaston County Manager Earl Mathers on April 8 to discuss the College's budget request. The approved Gaston County budget will be presented May 28, at 6:00 p.m., at the Gaston County Commissioners meeting. On June 11, at the Gaston County Commissioner Meeting,

the budget will be placed for adoption and the public is invited to comment. Ms. McCrory encouraged trustees to attend those meetings in support of the College.

Upon a recommendation from the Finance Committee, Mr. Overcash moved that the Gaston College Board of Trustees approve the proposed FY 2019-2020 Gaston County operating budget request of \$5,585,769. The motion carried.

2. FY 2019-2020 Gaston County Capital Priorities

The Board reviewed the proposed FY 2019-2020 County Capital Priorities along with five year projections. The capital priorities for 2019-2020 reflect needs totaling \$1,063,500. The priorities are subject to change due to unforeseen maintenance requirements that might arise.

In June 2015, Gaston County Commissioners restored our on-going capital budget to the historical level of \$697,259. The College maintains 35 buildings totaling 631,000 square feet and \$122.5 million of insurance value in Gaston County. The Center for Advanced Manufacturing was added in 2017. The new Veterinary Medical Technology facility is currently under construction.

Priorities will be refined to match county funds provided and a final listing will be presented to the Committee once the budget is approved by Gaston County.

Upon a recommendation from the Finance Committee, Mr. Overcash moved that the Gaston College Board of Trustees approve the proposed FY 2019-2020 County Capital Priorities. The motion carried.

3. Pension Spiking Agency Report

During the 2014 General Assembly session, Contribution-Based Benefit Cap (CBBC) legislation was enacted effective January 1, 2015, to control the practice of "pension spiking" in which a retirement system member's compensation substantially increases, resulting in a monthly retirement benefit that is significantly greater than the member and employer contributions would fund.

The State Treasurer's office reports monthly to each employer a list of those members for whom the employer might be required to make an additional contribution. The chief financial officer of the agency is required to provide a copy of the report to the chief executive and the governing body, so that all are aware of the potential future liability.

Gaston College received the first CBBC report from the State Treasurer's office in November of 2018 identifying one member who is close to the AFC threshold. The member identified may or may not actually reach the CBBC at the time of their actual retirement. At the current time, the member's calculated AFC falls below the minimum threshold established by the State Treasurer. The College will continue to monitor the calculations in the future. This item was presented for information purposes only.

4. Audit Results – Financial Audit

Cherry Bekaert completed the financial audit for fiscal year ended June 30, 2018, in December. Cherry Bekaert issued an unmodified (or “clean”) audit report, citing “We noted no transactions entered into by the College during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.”

Regarding their review of internal controls, the auditors reported “...during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses.”

This item was presented for information purposes only.

5. Audit Results – Foundation Financial Audit

Cherry Bekaert completed the financial audit for the Gaston College Foundation for the fiscal year ended June 30, 2018, in November. Cherry Bekaert issued an unmodified (or “clean”) audit report, citing “We noted no transactions entered into by the Foundation during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.”

Regarding their review of internal controls, the auditors reported “...during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses.”

This item was presented for information purposes only.

6. FY 2019-2020 State Budget Update

The North Carolina Legislature convened its two-year session on January 9, 2019. Gaston College hosted a legislative Coffee and Conversation meeting on January 14, 2019, which was attended by Representatives Torbett, Hastings, Bumgardner and Saine. The Board reviewed the Legislative Agenda presented to our legislative delegates at the January 14 meeting (update dated 11/14/2018), along with the most recently updated one-page System Office budget priorities (update dated 03/12/2019).

The Governor’s Budget was issued on March 6, 2019, and a summary with comparison to the System budget priorities was presented and reviewed with the Board.

This item was presented for information purposes only.

7. FY 2019-2020 County Budget Updates

Ms. McCrory presented updates to the FY 2019-2020 budgets for Gaston and Lincoln counties as of February 20, 2019.

2019-20 Gaston County Budget Update

Gaston County agency department heads met with County Manager Earl Mathers and County Commissioners at their annual Budget work session on Dec. 14, 2018. Ms. Cynthia McCrory and Mr. Bruce Cole attended on behalf of Gaston College.

Highlights of discussions included anticipated strong growth in new housing construction in the southeastern portion of the county, expectation that funds for any budget growth will be limited for 2019-20, but revaluation of property scheduled for Jan. 1, 2019 will result in funding improvement for FY2020 and beyond.

Mr. Mathers will be recommending a 3% COLA salary adjustment for staff, based upon an anticipated inflation rate of 2.5%.

Dr. Skinner, Ms. McCrory and Mr. Cole will present the college budget to Mr. Mathers and his staff in April.

The FY 2020 county budget will be presented at the Commissioner’s May 28, 2019, meeting, and the budget public hearing will be June 11, 2019, both at 6 p.m. at the Gaston County Courthouse.

2019-20 Lincoln County Budget Update

Dr. Patricia Skinner, Dr. John McHugh, and Ms. Cynthia McCrory met with County Manager Kelly Atkins and his staff on Monday, Feb. 11, 2019, to discuss the Gaston College budget request.

Mr. Atkins indicated that the County could not fund our entire request due to funding constraints, but that he would recommend partial funding to cover salary increases and benefit cost increases as follows to the Commissioners:

	2019-20 Budget Requested	2019-20 County Mgr. Recommended	2018-19 Approved Budget	Percentage Increase
Operating	\$239,184	\$226,328	\$217,794	3.9%
Capital	50,000	30,000	30,000	0%

Mr. Atkins also reported that replacing the roof on the main campus building will be completed this year at a cost of \$350k.

In discussions about the planned relocation of the Senior Center and the College’s ability to occupy that space, Mr. Atkins expects that will occur in 6-8 months, since the remodel of the new building for seniors is well underway.

8. Supplemental State Budget Allocation

Supplemental State Budget allocations received after the FY 2018-2019 State Budget was finalized.

#3	Customized Training	\$ 286,848
	Longevity	377,423
	Budget Call back	(173,778)
	Career Coach	79,927
	Equipment Carryforward	238,293
	Instructional Resources Carryforward	1,314
	Basic Skills Performance Based Funding Carryforward	61,727
	Other Performance Based Funding Carryforward	34,395
	Regional Trainer Safety (Customized Training)	88,632
	Adult Education and Literacy Title II	<u>27,920</u>
	Total	\$ 1,022,701

9. Financial Reports

A summary of expenditures for FY 2018-2019 through February 28, 2019, for State, Gaston, and Lincoln operating budgets and proprietary accounts in comparison to the previous year was presented for the Board's review and information. No action was required.

I. REPORT FROM NCACCT

Mr. Vinson provided a report concerning news from the ACCT. Some highlights to come out of the Washington, D.C. ACCT Legislative Conference were its Federal Legislative Priorities:

- Create and fund a dedicated program that supports and expands innovative community college and industry partnerships
- Increase in funding of the Carl D. Perkins Career and Technical Education Act, Workforce and Innovation Act, Advanced Technical Education Program and STEM
- Foster rural economic development by providing adequate federal resources for essential program in education, health care, renewable energy and workforce development.
- Ensure that broadband internet is available in rural areas.

The reason ACCT shared these is that NC Legislature will be addressing short-term workforce training funds which will be the priority budget issue for the Community College System. Prior to 2018, these short-term workforce programs were funded at 34% less than the academic programs. Mr. Vinson felt this was an important point to bring forward if trustees were talking with a legislator.

Also at the ACCT Legislative Conference, a speaker panel discussed an issue about educating males of color. The Policy Focus Session on Improving Access and Success for Males at Urban and Rural Community Colleges was offered ideas on how to reach and engage this population so no one is left behind.

Mr. Vinson also relayed information about Community College Day and the upcoming NCACCT Law/Legislative Seminar taking place April 3-5, 2019. He reported that 51 legislators are scheduled to attend the Wednesday evening reception on April 3. Additionally, RSVP's have been received from 295 attendees, which includes trustees/administrators from each of the 58 community colleges. That is 30% higher than ever before.

J. CHAIRMAN'S REPORT

1. Ad Hoc Committee on Advocacy Update

Chair Watson called on Mr. Overcash to ask if he had any additional comments related to the email he had sent the trustees recently concerning advocacy. Mr. Overcash encouraged trustees to select a member of the Gaston County or Lincoln County Commissioners Board or a State legislator to contact in an advocacy effort. If they did make a contact with one of them, he asked they please notify him or Ms. Allen so they can keep track of these advocacy efforts.

2. Lincoln Senior Center Update

Chair Watson called on Ms. McCrory for an update on the Lincoln Senior Center. Ms. McCrory distributed a handout, which relayed the expected timing of when space should be available, fall 2019; the approximate size of the space, 13,000 square feet; and the funding set aside for modifications, \$1.1 million in Connect NC Bonds. Other items on the handout covered discussions concerning potential space uses/changes, existing programs located on Lincoln Campus, enrollment information for the last six years, and EWD Lincoln County Activity. She also listed the four companies currently involved with Apprenticeship 321 in Lincoln County (Robert Bosch, Timken, KACO, and Aptar). Dr. Watson added that the Lincoln County Commissioners have purchased a facility to move the Lincoln Senior Center to, and they have hired a contractor.

3. Community College Day and the NCACCT Law/Legislative Seminar

Chair Watson relayed that eight trustees would be attending the NCACCT Law/Legislative Seminar April 3-5, 2019, along with Dr. Skinner. Several were also participating in Community College Day.

4. Statement of Economic Interest (SEI)

Chair Watson encouraged all the trustees to complete their Statement of Economic Interest by April 15, 2019.

5. Strategic Planning Process

Chair Watson took a moment to again thank Ms. Julia Allen and everyone involved in the Strategic Planning Process and stated he looked forward to its implementation.

K. ANNOUNCEMENTS

Chair Watson invited the Board to review the list of upcoming meetings and events. He hoped the trustees would find time to attend some of the upcoming activities. The next meeting of the Board of Trustees will be on May 13, 2019. There will not be a meeting in April.

Chair Watson then read a letter addressed to him from Dr. Patricia Skinner to the Board. A copy of the letter is below:

Office of the President

March 25, 2019

Dr. Jim Watson
Chairman, Gaston College Board of Trustees

Dear Chairman Watson,

As I am nearing my 25th anniversary as President of Gaston College on August 25, 2019, I am writing to formally notify you of my plans to retire on March 1, 2020. In addition to my 25 years at Gaston College, I have now spent over 50 years of my career in various roles in colleges and universities throughout the United States. It has been an honor and a privilege to be of service and have the opportunity to positively impact so many lives.

Beginning my own education while still in high school to learn a trade, cosmetology, and then go on to a community college and several universities, I never dreamed I would end my career in such a great place as Gaston College. I have been privileged to work with wonderful Board members who have supported me and the outstanding faculty, staff, and administrators I have been fortunate to hire and retain. We have worked tirelessly to make Gaston College the college of excellence it has become today.

As a Board, you have helped garner the support of our local and state elected officials as well as community leaders who have made significant monetary donations to Gaston College to enhance the quality of education for our students and communities. You have challenged us and supported our involvement in state and national initiatives that have led us to be recognized for our excellence and continual pursuit to be better.

I would be remiss if I did not mention the importance of the support and advice of our college attorney, Carl Stewart, who has served the college beyond my 25 years. He has not only provided sage advice in legal matters, but has also been instrumental in helping us with significant gifts to the college. Very few college presidents have received this type of consistent help throughout their tenures.

I could go on for pages with accolades about the quality and competence of my leadership teams with whom I have worked so closely (many of whom have retired) and my administrative assistants who have shown outstanding allegiance to me and the college.

The work ethic and culture have been positively focused on what is best for our students, and I hope that is part of the legacy I leave at Gaston College.

I am proud of our many accomplishments, but I know there is always more to be done. I will continue to work on our priorities until my retirement and assist however I can for a smooth transition.

Sincerely,

Patricia A. Skinner, Ph.D.
President

Chair Watson then invited Dr. Skinner to address the Board.

Dr. Skinner relayed that in thinking back to 1994 as to what it was like when she arrived, she conceded that yes, there were many challenges, but there were also some very good reasons why she came and stayed. Although there were only a few buildings at that time, there were names on those buildings, which reflected the commitment of the community to the college. Moreover, that commitment has continued over the years. She was also impressed by the credentials of the faculty, which has only gotten better with time. That same premise extends to the College's staff and leadership team. The Board's support in hiring the best, no matter how long it takes, has been appreciated immensely.

Dr. Skinner relayed that in 1994, she worked many weekends to get the College through some of the issues at that time. Although today she is not on Campus through the weekend, she is always on call, 24/7, through email and/or her cell or I-Phone watch. There is seldom a complete break from the happenings at the College.

She thanked the Board for their support through the years to allow the College to try new and innovative things and to accept when things did not exactly turn out as expected. That encouragement toward innovation led to attracting some of the great people that work at the College today. The College became involved and recognized, not only locally, but nationally, which was what she aspired to do. Eleven major buildings have been constructed to improve the quality of the learning environment. But most importantly, Dr. Skinner feels that the quality of the education available, which was reflected earlier in the meeting when Ms. Rhyne got her scholarship, and at graduation when students have earned credentials to make their lives better, is what she has worked to achieve.

Now, after 25 years, the College is in a good place, and it seems like a good time to step away. Dr. Skinner looks forward to spending time with her children and grandchildren, and possibly traveling to visit her brother in California. However, until March 1, 2020, she will keep working on her Presidential Priorities. She thanked the Board for the opportunity her position had afforded her, as it has been the best job in the world.

Chair Watson recognized Mr. Vinson who commented that they owe a debt of gratitude to whomever was sitting around the table 25 years ago and hired Dr. Skinner. He has been on the Board with Dr. Skinner for 17 years, and the leadership she has provided has

been outstanding. She is recognized statewide and nationally as a top college president, and he really appreciates all she has done. Chair Watson thanked him for his comment.

Ms. Davis added that she can't imagine the Campus without Dr. Skinner, but she also relayed how happy she was for her.

Dr. Watson asked the Board to join him in a round of applause to show Dr. Skinner their appreciation for all she's done. They gave her a standing ovation.

Chair Watson entertained a motion to accept Dr. Skinner's letter of retirement from Gaston College as of March 1, 2020. Mr. Keigher made the motion; Mr. Vinson seconded the motion. The motion carried.

L. AJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:48 p.m.

Respectfully submitted,

Stephen D. Campbell, Secretary

Dr. Jim Watson, Chair

Mary Ellen Dillon, Recording Secretary

(College Seal)