

**Minutes of the
Gaston College
Board of Trustees Meeting
Myers Center Board Room
November 18, 2019**

Members Present: Mr. Stephen Campbell
Sheriff Alan Cloninger
Mr. John Dancoff, Vice Chair
Ms. Jennifer Davis, Secretary
Ms. Iris Hopper
Mr. Steve Huffstetler
Mr. Brad Overcash, Chair
Ms. Janie Peak
Ms. Suzanne Riley
Mr. James Smith
Ms. Natalie Tindol
Mr. Randy Vinson
Ms. Tyazia Herring, SGA President

Dr. Patricia Skinner, President

Members Absent: Mr. Tom Keigher

Others Present: Mr. Tim Ausburn, Mr. Todd Baney, Mr. Sam Buff, Dr. Dewey Dellinger, Ms. Carol Denton, Ms. Mary Ellen Dillon, Ms. Lynda Ellington, Ms. Renita Johnson, Mr. Dmytro Kubarskyi, Mr. Joshua Mays, Ms. Cynthia McCrory, Dr. Dennis McElhoe, Ms. Tina Merriweather, Dr. Silvia Patricia Rios Husain, Ms. Alisa Roy, Dr. Audrey Sherrill, Ms. Mecca Simmons, Mr. Darren Stewart, Mr. Luke Upchurch, Dr. Heather Woodson; and Mr. Carl Stewart, College Attorney.

- **Chair Overcash called the meeting to order at 4:00 p.m. A quorum was present for the meeting.**
- **Invocation – Ms. Davis**
- **Ethics Awareness and Conflict of Interest Reminder**

Chair Overcash 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. Sheriff Cloninger noted he may have a conflict with Action Item H.2. BLET Firing Range Improvement Project topic as he recommends officers to the Firing Range quite

often. After consultation with College Attorney Carl Stewart, it was determined there was not a conflict. No other conflicts were identified.

A. APPROVAL OF THE AGENDA

Chair Overcash asked if there were any changes, additions, or corrections to the agenda. None were identified. Sheriff Cloninger moved to approve the agenda; Ms. Davis seconded the motion. The motion carried.

B. APPROVAL OF THE MINUTES FROM THE OCTOBER 14, 2019, BOARD OF TRUSTEES MEETING.

Chair Overcash presented the Minutes of the October 14, 2019, Board of Trustees Meeting and asked if there were any additions or corrections. No changes were identified.

Ms. Peak moved to approve the October 14, 2019, minutes; Ms. Tindol seconded the motion. The motion carried.

C. WELCOME/INTRODUCTIONS AND SPECIAL PRESENTATIONS

1. Welcome/Introduction of New Employees

Dr. Skinner welcomed Mr. Joshua Mays, Faculty Senate Vice President, and Mr. Darren Stewart, Staff Senate Vice President, to the meeting.

Ms. McCrory Introduced:

Mr. Dmytro Kubarskyi, Technology Specialist II

Dr. McElhoe Introduced:

Ms. Tina Merriweather, WIOA Youth Specialist-Life Skills

Ms. Mecca Simmons, Assessment/Retention Specialist-Life Skills

2. Resolution: In Honor of Dr. Silvia Patricia Rios Husain

A resolution was presented for adoption recognizing the leadership and service of Dr. Silvia Patricia Rios Husain, Vice President for Student Affairs and Enrollment Management. Dr. Husain submitted her resignation as she will be leaving to become Assistant Vice President for Student Success at the University of South Carolina. The College Administration wishes her well in her endeavors.

**Gaston College Board of Trustees
Resolution**

Honoring the Accomplishments of Dr. Silvia Patricia Rios Husain

WHEREAS, Dr. Husain has provided valuable service and leadership since 2008 as Vice President for Student Affairs and Enrollment Management; and

WHEREAS, Dr. Husain has overseen all facets of operation of the Student Affairs and Enrollment Management division; serving as Student Affairs Officer for Gaston College; working with the President, Board of Trustees, and Executive Council to provide vision and leadership to promote a broad array of services to support students in achieving their educational and developmental goals; and

WHEREAS, Dr. Husain provided leadership and management for all research; planning; budgeting; personnel; resources; compliance and operations in the areas of enrollment management; recruitment; registration; records; student life; advising for new, pre-health, undecided and special credit students; counseling; career development; veterans affairs; financial aid; placement testing; student government; educational partnerships; the Student Code of Conduct; the Americans with Disabilities ACT; Educational Partnerships; and persistence and retention; and

WHEREAS, Dr. Husain developed and oversaw a College-wide enrollment management plan and strategies in conjunction with the Academic Affairs and Economic and Workforce Development divisions, Institutional Research, and Marketing to foster enrollment stability; and

WHEREAS, Dr. Husain provided strategic input for the implementation of the new Residency Determination Service (RDS); application of the ADA compliance plan for e-learning and website compliance; reorganization of the Student Conduct Awareness Team into the CARE Team; successful incorporation of Educational Partnerships into the Student Affairs division, which streamlined the admissions process for dual enrollment students; and

WHEREAS, Dr. Husain oversaw positive results for Veterans Affairs' audits, FTE Compliance audits, and the Student Affairs policy review; provided supervision to meet compliance standards for the TRIO Grant, the Finish Line Grant, Early Alert, Learning Center, Writing Center, Student Emergency Assistance Program, and Career Coaches Grant; and

WHEREAS, Dr. Husain has represented Gaston College with steadfast, dedicated, and earnest resolve; her solid commitment to the College and its students was noted through her innovative spirit; and, therefore be it

RESOLVED, that the Gaston College Board of Trustees hereby gives formal expression of its gratitude to Dr. Silvia Patricia Rios Husain and does hereby acknowledge the substantial contributions she has made to this organization during the past twelve years and directs that this Resolution be placed in the minutes of the Board of Trustees and a copy be given to Dr. Husain.

Respectfully,

Bradley Overcash, Chair

Jennifer Davis, Secretary

November 18, 2019

Chair Overcash entertained a motion by Mr. Huffstetler that the Gaston College Board of Trustees adopt a resolution recognizing the leadership and service of Dr. Silvia Patricia Rios Husain, Vice President for Student Affairs and Enrollment Management, and directs that it be recorded in the official Minutes of the Board of Trustees; Ms. Davis seconded the motion. The motion carried.

Dr. Husain thanked the Board for honoring her with the Resolution and relayed that she would treasure her working experience at Gaston College for the rest of her life. She added that when she came to the College in 2008, in the middle of a Strategic Planning process, a community member commented to her that "Gaston College was a shining light on the hill." Today, after 12 years at the College, she said she knows that statement is absolutely true. Dr. Husain thanked the Board for allowing her to be of service. The Board gave her a round of applause. Dr. Skinner added that she felt Dr. Husain would do very well in her new position, as "student success" was truly her mantra. Chair Overcash concluded by thanking Dr. Husain and commenting that Gaston College was better due to her presence at the College.

3. Resolution: In Honor of Dr. Dennis McElhoe

A resolution was presented for adoption recognizing the leadership and service of Dr. Dennis McElhoe, Vice President for Economic and Workforce Development. Dr. McElhoe has notified the College of his plans to retire May 1, 2020. College Administration wanted to thank him for the many ways he has contributed to the Economic and Workforce Development Division's success.

Gaston College Board of Trustees Resolution Honoring the Accomplishments of Dr. Dennis McElhoe

WHEREAS, Dr. McElhoe has provided valuable service and leadership since 2014 as Vice President for Economic and Workforce Development; and

WHEREAS, Dr. McElhoe has overseen all facets of operation of the Economic and Workforce Development Division, formulating policies, procedures, and strategies for the effective operation of the division, including supervision of Occupational and Continuing Education, Public Safety, the Small Business Center, Life Skills, and Work-Based Learning functions; and administration of the BioNetwork Learning Solutions Center and the Regional Safety Trainer (NCCCS-LC); and

WHEREAS, Dr. McElhoe has worked with the President, Board of Trustees, and Executive Council to provide vision and leadership to promote the mission of the College by supporting student success; setting a high standard of achievement that is portrayed in enrollment increases in EWD programs, Continuing Education programs, and Business and Industry Training; and

WHEREAS, Dr. McElhoe was committed to cultivating and maintaining partnerships with educational, industrial, business, community, healthcare, chambers of commerce, and legislative leaders in Gaston and Lincoln counties, and the North Carolina Community College System to meet economic and workforce needs; and

WHEREAS, Dr. McElhoe provided strategic input in establishing the College's registered apprenticeship and youth-apprenticeship programs (Apprenticeship 321) with the NCCCS Office, the NC Department of Labor and the U.S. Department of Labor, which includes recruitment of new companies and maintenance of productive relationships with current member companies, workforce development boards, and K-12 in the development of career pathways leading to apprenticeship; and

WHEREAS, Dr. McElhoe was instrumental in expanding the College's Customized Training Program to support the mission of the Economic and Workforce Development Division to train and re-train the workers of Gaston and Lincoln counties with skills local employers needed, to not only improve individual citizens financial income, but provide a skilled labor force for commerce in both counties; and

WHEREAS, Dr. McElhoe has represented Gaston College with determined, faithful, and heartfelt energy; his solid commitment to the College and its students was noted through his entrepreneurial spirit; and therefore be it

RESOLVED, that the Gaston College Board of Trustees hereby gives formal expression of its gratitude to Dr. Dennis McElhoe and does hereby acknowledge the substantial contributions he has made to this organization during his tenure and directs that this Resolution be placed in the minutes of the Board of Trustees and a copy be given to Dr. McElhoe.

Respectfully,

Bradley Overcash, Chair

Jennifer Davis, Secretary

November 18, 2019

Chair Overcash entertained a motion by Mr. Vinson that the Gaston College Board of Trustees adopt a resolution recognizing the leadership and service of Dr. Dennis McElhoe, Vice President for Economic and Workforce Development, and directs that it be recorded in the official Minutes of the Board of Trustees: Mr. Dancoff seconded the motion. The motion carried.

Dr. McElhoe expressed his sincere thanks to the Board and Dr. Skinner and relayed that working at Gaston College has been one of the most enjoyable experiences he has had in higher education. He was grateful for the support of the Board and, in particular, Dr. Skinner of him and his entire Division. The Board gave him a round of applause. Chair Overcash thanked Dr. McElhoe for his service.

4. Overview of the Economic and Workforce Division

Dr. McElhoe came before the Board to provide an update on the Economic and Workforce Development (EWD) Division. The various departments within the EWD division include: Apprenticeship 321; Business and Industry Training Services; Continuing Education; Life Skills; Public Safety; Work-Based Learning; and the Small Business Center.

Apprenticeship 321 is a European-based apprenticeship program with the Economic and Workforce Development division responsible for the administration of the program. It began in 2014 with four apprenticeable occupations to address the workforce needs of five employers representing 23 apprenticeships. Today it has grown to 11 apprenticeable

occupations with sponsorship to address the workforce needs of 15 employers and 49 apprenticeships. It is worth noting that in fall 2017, the College was also approved as the Registered Sponsor of a youth apprenticeship program. It, too, has grown to six youth apprenticeships in advanced manufacturing pathways.

EWD's Business and Industry Services department works with the Gaston Economic Development Commission and the Lincoln Economic Development Association to recruit new employers to the region. They also provide on-site customized training services to improve workers' skills and business operations. As of June 2019, Gaston College continues to rank second out of North Carolina's 58 community colleges in providing customized training services.

The Continuing Education/Human Resource Development department offers nationally and regionally recognized certification programs, professional and career development courses, and human resource development courses. From January 2019 through August 2019, 3,597 students were served. Courses/programs under development include Medical Coding and Community Health Worker.

The Life Skills department of the EWD division provides a program that prepares students to successfully pass a designated state high school equivalency assessment. Additionally within Life Skills, there is an Adult High School for adults 18 and older who have completed some high school courses and want to earn a high school diploma. In January to August of FY 2019, 21 Basic Skills students matriculated into the College's Curriculum programs. Life Skills also houses two federally funded programs: Senior Services America, which provides training for veterans, spouses of veterans, handicapped, and others 65 years of age and older; and NextGen, which educates youth between the ages of 16 and 24 who have dropped out of school, are basic skills deficient, or are an English language learner.

The Public Safety department includes the Fire Prevention Technology/Regional Emergency Services Training Center, the Basic Law Enforcement Training/Criminal Justice Academy (BLET/CJA), Emergency Medical Services (EMS), and the Work-Based Learning (WBL) area.

The Fire Training area offers an internationally accredited Fire Protection Technology Degree and fire training classes for public safety agencies, including local responders, from across the state. The BLET/CJA department is one of a handful of academies throughout the state that has its own Driving Track and Firearms Training Facility. It has provided in-service training to 33 various law enforcement agencies this year. The EMS department provides EMS education that is evidence-based in the prehospital setting. In 2019, EMS Education has provided EMT recertification training online for Gaston County and Lincoln County EMT first responders for 36 departments averaging approximately 300 students each month.

The WBL department provides opportunities for students to gain practical hands-on experience in their program of study while earning credit towards graduation. Ten to 15 percent of WBL experiences lead to full-time employment after graduation. The Small Business Center acts as a resource center for small businesses offering "how-to" seminars

at no cost for clients. Services include one-on-one business counseling, guidance on developing a business plan, assistance with setting and achieving goals, aid with obtaining financial support, and development of exit strategies.

Dr. Skinner thanked Dr. McElhoe for his comprehensive report. Additionally, she relayed that although Dr. McElhoe would not retire until May 2020, which would be after she retired, as he had accomplished so much during the last five years at the College, she wanted to thank him for that service with presentation of the previous resolution that had been given. Chair Overcash added his thank you for an excellent report.

D. PRESIDENT'S REPORT

Following is a summary of Dr. Skinner's activities and travel since the October 14, 2019, Board meeting. Additional details for each item can be found with the report in the Board packet distributed at the meeting.

- Association of Community College Trustees (ACCT) Leadership Congress - The ACCT Leadership Congress took place October 15-19, 2019, in San Francisco, CA. Dr. Skinner attended along with Board Chair Brad Overcash and Trustee Janie Peak.
- Faculty and Staff Meeting - On October 31, 2019, a Faculty and Staff meeting was held and updates were relayed regarding the 2019-20 State budget, the Veterinary Technology Facility, and the preparations underway for the SACSCOC decennial visit in fall 2021.
- National Apprenticeship Week Celebration - On November 14, 2019, Gaston College held an event to celebrate National Apprenticeship Week. Apprenticeship 321 helps fill in the talent pipeline that is so critical to the health of the region's economy.
- Gaston College Annual Scholarship Legacy Dinner - Gaston College held its Annual Scholarship Legacy Dinner on November 14, 2019. This event celebrated more than 180 students who have been awarded approximately \$232,000 in Foundation funds this year.
- SPARC Professional Development Conference - Gaston College held the first annual SPARC Professional Development Conference in 2013. The seventh annual conference was held in November 2019, and had over 100 attendees registered and over 20 interactive concurrent/roundtable sessions.
- North Carolina Mathematical Association of Two Year Colleges (NCMATYC) Team Competition - The NCMATYC team competition took place this year at Wake Technical Community College on November 9, 2019. Dr. Skinner reported that Gaston College's students received first place in the team competition.
- SACSCOC Update – Dr. Skinner provided the Trustees with a timeline of events that will take place as the College prepares for its SACSCOC decennial review in 2021. She also reported that 14 Gaston College personnel, along with herself, will be attending the SACSCOC conference in early December in Houston, TX.

- Nurse Aide Certification – Gaston College was just notified that 12 students who sat for the State Nurse Aid Certification exam had passed. That is a 100% pass rate. Dr. Skinner congratulated all the students and thanked the health faculty for their diligent work.
- Gardner Webb University (GWU) – On November 18, 2019, Gaston College signed a transfer admission promise agreement with GWU titled “Bulldog Bound” that will allow currently enrolled Gaston College students a direct-entry pathway to GWU available upon graduation from Gaston College.

E. SGA PRESIDENT’S REPORT

Ms. Herring, SGA President, gave the following update on SGA activities since October 14, 2019. The report in its entirety can be found in the Board meeting packet.

- World Mental Health Day - On October 10, 2019, SGA recognized World Mental Health Day by hosting a “Turn Your Weekday Blues into Daily Sunshine” event.
- Movie Night - The Movie on the Lawn was held on October 10, 2019. During the event, students were able to enjoy fellowship by watching *Halloweentown* together on the South Quad.
- Club Day - The Student Government Association hosted Club Day on October 14, 2019. The event gave students the opportunity to learn about student clubs and highlighted ways for them to be involved.
- Five Dollar Friday - During SGA’s second Five Dollar Friday trip, students had the opportunity to visit and tour UNC Asheville and the Biltmore Estate.
- Breast Cancer Awareness - On October 24, 2019, SGA hosted a Pink Out event in recognition of Breast Cancer Awareness.
- Lunch and Learn Workshops - SGA sponsored Lunch and Learn workshops that focused on providing students with the various resources needed to be successful in the workplace.
- Halloween Events - In celebration of Halloween, SGA hosted a Spooktacular Fest and a Costume Contest. Both events were a huge success.
- N4CSGA Fall Convention - On November 8-10, 2019, four executive board members, three senators, and the president of Men of Excellence attended the Fall 2019 N4CSGA Convention in Winston-Salem, NC.

F. CAMPUS AFFAIRS

Ms. Jennifer Davis, Chair of the Campus Affairs Committee, relayed to the Board that the Committee was bringing forward two items for the Board’s review and approval. The first item concerned various policies for review; Ms. Davis thanked the HR department for their preliminary work regarding those policies and explained that Mr. Baney would share the

changes related to those policies. The second item concerned the Quality Enhancement Plan topic, which was part of the SACSCOC review, and would be shared by Dr. Woodson with the Board later in the meeting.

1. Policies for Review

Mr. Baney reported that the Campus Affairs Committee had met at 3 p.m., prior to the full Board Meeting. He directed the trustees to the Summary of Recommended Policy Changes, which he would cover briefly with them as all had been carefully vetted in the Campus Affairs Committee Meeting; however, there were two additional editorial changes that needed to be made that he would explain more thoroughly.

The two additional editorial changes were part of the new Field Trips policy. During the Campus Affairs Committee review of the policy, in the "APPLIES TO" section, the word "Trip" was added to *Employees and Students Participating in a Field*. Also, under Procedure A.4. and B.6., the statement was changed to read, *College employees / representatives may not use their personal vehicle to transport students on field trips*. The Campus Affairs Committee had approved those changes along with the smaller recommended changes to the other policies.

The policies up for consideration by the Board included:

1. Policy 2-4 and 2-6, (combined title) Institutional Planning and Effectiveness
2. Policy 2-7, Development and Fundraising
3. Policy 3-59, Employee Assistance Program (EAP)
4. Policy 3-73, Annual Leave (Vacation)
5. Policy 4-17, Student Academic and Non-Academic Complaints
6. Policy 4-23, Tuition and Fee Refunds to be Deleted
7. Policy 4-31, Confidentiality and Access of Student Records
8. New Policy, Field Trips
9. New Policy, EWD Self Supporting Course/Program Guidelines
10. Policy, Communicable and Infectious Disease

Upon the recommendation of the Campus Affairs Committee, Ms. Davis moved that the Gaston College Board of Trustees approve the Policies as presented. The motion carried.

2. Selection of Quality Enhancement Plan (QEP) Topic

Campus Affairs Committee Chair, Ms. Jennifer Davis, asked Dr. Heather Woodson to share information related to the selection of the QEP topic.

Dr. Woodson came forward and presented a PowerPoint presentation detailing all the aspects that had gone into the selection of the QEP topic. As a part of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) decennial review process, Dr. Woodson explained that colleges are expected to plan and implement a quality enhancement plan (QEP). As stated in the SACSCOC Quality Enhancement Plan

Policy Statement, "The Quality Enhancement Plan is an integral component of the reaffirmation of accreditation process and is derived from an institution's ongoing comprehensive planning and evaluation processes. It reflects and affirms a commitment to enhance overall institutional quality and effectiveness by focusing on an issue that the institution considers important to improving student learning outcomes and/or student success."

Additionally, SACSCOC expects that the QEP topic is identified through a college's "ongoing, comprehensive planning and evaluation processes," has broad-based support of College stakeholders, and focuses on improving student learning outcomes and/or student success. Furthermore, the College is expected to commit resources to complete the QEP, including a comprehensive evaluation of the implementation and results of the QEP.

Preparation for Gaston College's reaffirmation process has included several months of research and evaluation by a 16-member QEP Selection Committee made up of faculty and staff from across all campus locations, as well as student representation from the College's Student Government Association. Additionally, a six-member QEP feasibility Team examined the feasibility of potential topics. Decisions of these committees have been approved by the Executive Council. At this time, the College brought forward the selected topic of advising to the Board of Trustees for consideration.

Ms. Davis added how important she felt advising and advisors are to students. She further commented that she noted the selection process to arrive at the QEP topic of advising had been a very collaborative and well- thought-out effort that would impact all students.

Upon the recommendation of the Campus Affairs Committee, Ms. Davis moved that the Gaston College Board of Trustees approve the selection of the Quality Enhancement Plan topic of advising as presented. The motion carried.

Note: After the Campus Affairs Committee report, Sheriff Alan Cloninger asked to be recognized by the Board. Chair Overcash recognized Sheriff Cloninger who asked if he could interrupt the Board Meeting to relay his Presidential Search Committee report as he had to leave the meeting early. Chair Overcash allowed him to proceed; his report will follow in Item J. as listed on the Board Agenda.

G. FACILITIES

1. Capital Reports

Veterinary Medical Technology Facility

Ms. McCrory reported that masonry and structural steel are 95% complete. Bar joists, decking, and mansards are complete. She expects building dry-in by early November. The project is on track for a February completion date. Facilities Chair Dancoff encouraged trustees to drive by the building if they had the opportunity.

H. FINANCE

1. FY 2020-2021 Lincoln County Operating Budget

The Lincoln County Manager’s Office has requested that the College submit its County budget for 2020-2021 in January 2020. Capital expense and maintenance of the Lincoln Campus are budgeted by the County. The budget approved for the College by Lincoln County for FY 2019-2020 was \$226,328 for operating expenses and \$30,000 for capital. The College is requesting an operating budget of \$268,488 from Lincoln County for 2020-2021. This represents a \$42,160 increase.

The FY 2020-2021 budget includes the following budget requests:

- Funding retirement and health insurance increases (\$1,639)
- Funding a 1% salary increase (\$2,665)
- Funding a part-time receptionist (\$12,856)
- Funding for security camera and PA System additions for new space (\$25,000)

The FY 2020-2021 Lincoln County Operating Budget request reflects an increase of \$42,160 from the approved budget of \$226,328 for FY 2019-2020 for a total budget request of \$268,488 and a capital budget request of \$50,000.

Upon a recommendation from the Finance Committee, Mr. Smith moved that the Gaston College Board of Trustees approve the 2020-2021 Lincoln County Operating Budget as presented. The motion carried.

2. BLET Firing Range Improvement Project

On November 5, 2018, the College entered into an agreement with the Town of Cramerton to provide priority scheduling to Cramerton for use of the BLET Firing Range in consideration for a gift totaling \$500,000 designated for firing range improvements, payable \$350,000 immediately and \$10,000 per year for a fifteen-year period. Cramerton has just made the first annual installment payment on the pledge. The range improvements desired include a cover for the range, a concrete pad with outdoor carpet, a control booth and the electrical connections for the future installation of electric turning targets. The targets themselves were not in the scope of work.

The anticipated budget for the project follows:

Design fees - Morris Berg	\$ 38,500
Subsurface testing	5,000
Special testing during construction	(estimate) 10,000
Contingency, roughly 5%	25,000
Contractor Maximum	421,500
Total maximum budget	\$500,000

Three bids were received on October 22, 2019, totaling \$518,700 through \$581,736. Custom Building Systems was the low bidder on the project; however, all the bids exceeded the maximum budgeted funds available for construction.

A meeting was held on Friday, November 8 between the contractor, architect, and College representatives to determine the feasibility of reducing the scope of work to exclude the concrete and outdoor carpet and use 4 inches of stone fines in place of the concrete. The concrete and outdoor carpet could then be added in a future project phase when funds are available, with minimal preparation needed. Mr. Dennis Crosby, Director of the Criminal Justice Academy and BLET, and Ms. Cynthia McCrory, Vice President for Finance, Operations and Facilities are in agreement with this revised scope in order to move ahead with the range improvements.

Since part of the funding for this project is in the form of a pledge payable from the Town of Cramerton over the next fourteen years, it is recommended that the Board of Trustees request the \$140,000 in pledges be advanced by the Gaston College Foundation Board of Directors to the College. The Firing Range Improvement Project scope will be reduced to conform to the budget. The Gaston College Foundation will be requested to advance payment of a pledge payable from the Town of Cramerton to provide adequate funding for the project.

Upon a recommendation from the Finance Committee, Mr. Smith moved that the Gaston College Board of Trustees request that the Gaston College Foundation advance the \$140,000 pledge payable from the Town of Cramerton in order to move ahead with the Firing Range Improvement Project, and, if that funding is made available, approve Custom Building Systems as contractor for the Firing Range Improvement Project. The motion carried.

3. Bi-annual Employee Vacancy/Turnover Report

In compliance with State Board code 1A SBCCC 200.4 and Gaston College Policy 6-1.1, a bi-annual report detailing employment vacancy and turnover is required to be presented to the Board of Trustees. The report was provided for the Board's information and review.

4. 2019-2021 State Budget Update

The State Budget continues to be adopted in a piecemeal fashion.

After Governor Cooper vetoed the state budget bill (House Bill 966) on June 28, 2019, the Office of State Budget and Management issued a memorandum outlining the continuing authority to operate without an adopted state budget. The community colleges were directed to operate at 2018-2019 budget levels, after adjusting for changes in FTE and minus all nonrecurring funded items. On September 20, the System Office issued a baseline budget for Colleges to follow.

Senate Bill 61 (S61) was introduced as a mini budget bill and included funding for most of the new budget priority items requested by community colleges originally included in

House Bill 966. It was signed by the Governor on November 1. S61 did not address compensation items.

S61 included funding for the following:

- Short Term Workforce Training Parity Funding
- IT Funding (nonrecurring), including online con-ed registration
- Multi-campus funding for 4 campuses
- Expansion of Career Coach program and reduced matching requirement
- Allowing Colleges to earn FTE for courses taught to inmates
- Funding for Residency Determination Services
- Multiple special allocations to individual colleges, including \$631,969 for Gaston College Vet Tech equipment

House Bill 231 (H231) was introduced as another mini budget bill and addressed compensation for K-12 teachers and university and community college personnel. The increase included for community college faculty and staff compensation was equivalent to a 1% increase for 2019-2020 and another 1% increase in 2020-2021 (so a total of 2% over two years). This is identical to the funding that was included in the original budget bill. H231 also included five days of special annual leave, which has no cash value, but could be taken as time off by employees as long as special conditions were met. H231 was ratified by the House and Senate on October 31 but was vetoed by the Governor on November 8.

The System Office plans to take the approved budget (without a salary increase) forward to the State Board for approval at their December meeting. The Colleges would then be able to present the budget to College Trustees at their January meetings.

5. Supplemental State Budget Allocation

Supplemental State Budget Allocations received after the FY 2019-20 State Budget was finalized.

#2	Customized Training	\$ 221,071
	Bio Network	955,355
	Total	\$1,176,426

6. Financial Reports

A summary of expenditures for FY 2019-2020 through September 30, 2019, for State, Gaston, and Lincoln operating budgets and proprietary accounts in comparison to the previous year was provided for the Board's review and information.

I. REPORT FROM NCACCT

Mr. Vinson reported that the legislature passed a bill increasing salaries for community college and university employees to 4%; however, there was a caveat in that proposal that the

Governor had to override the veto to be able to enact the salary increase. The current plan stands that in January there will be an effort to do that.

He also reported he had received information from Mr. Bryan Jenkins, the Executive Assistant for the State Board of Community Colleges, about a potential issue concerning the Enrollment Taskforce across the State. Mr. Jenkins wanted to assure Mr. Vinson and the NCACCT that at the first meeting of the Enrollment Taskforce, members made it clear the motive for this Taskforce is not to consolidate smaller community colleges. The Trustees' Association was glad to hear that as they represent trustees across the state for all community colleges and would not be in favor of such a consolidation.

Mr. Jenkins also relayed to Mr. Vinson that some legislators have concerns related to dual enrollment. Mr. Vinson asked Dr. Skinner to provide Trustees with Gaston College dual enrollment information that shows how successful dual enrollment has been on Gaston College's campus. This would equip the Trustees with talking points if they were in conversations with legislators.

Mr. Vinson also noted that 44 out of the 58 North Carolina community college presidents are new since 2015. There have been discussions about training needs for presidents and trustees as they both need to ask the right questions to most effectively guide their respective colleges and to assure compliance with SACSCOC guidelines. The NCACCT is considering training opportunities for both.

J. PRESIDENTIAL SEARCH COMMITTEE UPDATE

Sheriff Alan Cloninger, Chair of the Presidential Search Committee, provided the Trustees with an update of the Presidential Search process. The Committee met on November 16 to discuss the methodology of the Search, and the Committee was very satisfied with the administration and progress of the Search. Several applications had been received. The Committee was asked to review and rank the applications. The Committee will meet again Saturday, November 23, to discuss those applications. Chair Overcash thanked the Committee and Sheriff Cloninger for their work.

K. CHAIRMAN'S REPORT

1. ACCT in San Francisco, CA

Chair Overcash relayed that he, Dr. Skinner, and Ms. Peak had attended the ACCT Leadership Congress in San Francisco, and it was an excellent educational opportunity. They attended many sessions related to presidential searches, onboarding, and transitioning of a new president. It was also a good opportunity to engage with other trustees and with the North Carolina delegation. They had also attended the Southern Regional meeting where they had the opportunity to hear about the challenges and positive aspects of various community colleges across the South. Ms. Peak added that after attending other sessions, she could see how far ahead Gaston College is related to many of the other community colleges. She added, and Mr. Overcash concurred, that they

both walked away feeling proud of the work being done by Dr. Skinner and the College faculty and staff. Mr. Overcash thanked the College for the opportunity to attend.

2. Textile Technology Center Advisory Board Meeting

Chair Overcash had attended the Textile Technology Center Advisory Board Meeting on November 13, 2019, as the Board's designee. He noted the Board is a highly accomplished, nationally recognized Board. He would like to have Mr. Sam Buff come to a future Board of Trustees meeting to share some of the information he gave during his excellent presentation as to what they are doing in the world of textiles. He further commented that the Center is an excellent asset, not just for this College, but also for the entire state.

3. Ms. Natalie Tindol

Chair Overcash relayed that the NC Automobile Dealers Association has nominated Ms. Tindol as the regional TIME Dealer of the Year and, possibly, overall TIME Dealer of the Year Award. The Board gave her a round of applause. Recipients of this award are among the nations' most successful auto dealers who also demonstrate a long-standing commitment and dedication to community service. Chair Overcash said he and several others on the Board know Natalie as a selfless volunteer and advocate for Gaston College and many other causes. He wished her well and hopes she wins the national title. Ms. Tindol thanked Chair Overcash and the Board for their kind words. She continued by expressing what an awesome community we have in which to live and what a wonderful team she has to work with at the dealership. She closed by thanking the Board for their acknowledgment of this award.

4. WSGE 2019 Biennial Ownership Report

Trustees are required by federal regulations to fill out the WSGE 2019 Biennial Ownership Report. Chair Overcash relayed that Ms. Dillon had brought copies of the report for them to fill out if trustees had not already submitted their reports.

5. Dr. Jim Watson Resignation

Dr. Jim Watson resigned from the board of Trustees on October 30, 2019. Chair Overcash thanked Dr. Watson for all he had done to lead the College during his 11-year tenure on the Board, three of those years as Board Chair.

6. Passing of Mr. Alan Albright

Chair Overcash recognized Mr. Smith from the floor. Mr. Smith wanted to relay information about the passing of Mr. Alan Albright who had served for twelve years on the Board of Trustees, eight of those years as Board Chair.

L. ANNOUNCEMENTS

Chair Overcash asked the Trustees to be sure to review the announcements. He particularly noted that there would not be any Board Committee meetings in December, and the December Board of Trustees Meeting had been canceled. He further noted that the January Board of Trustees Retreat was being moved to January 10, 2020.

M. AJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:03 p.m.

Respectfully submitted,

Jennifer P. Davis, Secretary

Mr. Bradley Overcash, Chair

Mary Ellen Dillon, Recording Secretary

(College Seal)