

**Minutes of the
Gaston College Board of Trustees
Teleconference Meeting
October 5, 2020**

Members Present on the Teleconference: (Attendees had the option to attend the teleconference meeting in person or remotely. Those attending remotely are noted with an AR after their name.)

Sheriff Alan Cloninger, Secretary (AR)
Mr. John Dancoff, Chair
Ms. Jennifer Davis, Vice Chair
Mr. Steve Hall
Ms. Iris Hopper (AR)
Ms. Resa Hoyle
Mr. Steve Huffstetler
Mr. Tom Keigher (AR)
Ms. Janie Peak
Ms. Suzanne Riley
Mr. Tim Smith (AR)
Ms. Julie Stroupe
Ms. Natalie Tindol
Mr. Randy Vinson (AR)
Ms. Najira Davis, SGA President (AR)

Dr. John Hauser, President

Members Absent: None

Others Present: Those attending remotely will have (AR) after their name.
Dr. Allison Abernathy (AR), Ms. Shelly Alman, Mr. Todd Baney, Mr. Sam Buff, Mr. Steve Campbell (AR), Mr. Michael Curtis (AR), Dr. Dewey Dellinger, Ms. Mary Ellen Dillon, Ms. Lynda Ellington (AR), Coach Leonard Hamilton (AR), Ms. Lori Hupp (AR), Ms. Elizabeth Johnson (AR), Ms. Renita Johnson (AR), Ms. Candice Madden (AR), Ms. Cynthia McCrory, Ms. Savonne McNeill, Ms. Stephanie Michael-Pickett (AR), Ms. Venicia Mora (AR), Mr. Christopher Perkins (AR), Dr. Audrey Sherrill, Mr. Greg Smith, Mr. Darren Stewart (AR), Mr. Luke Upchurch, Ms. Brittany Wilson, Dr. Heather Woodson (AR); and Mr. Carl Stewart, College Attorney. The public was invited to listen via livestreaming to the meeting as per Open Meetings Law.

Chair Dancoff called the teleconference meeting to order at 4:04 p.m.

As this was a teleconference meeting, Chair Dancoff relayed to the Trustees some helpful information and protocols of which they would need to be aware:

- The public has access to view and hear this meeting via a streaming link available on the meeting agenda, which is posted to www.gaston.edu, under the "About Us" tab, then "Governance." Trustees and special guests will use the Zoom link, which was sent to them.
- Trustees must identify themselves prior to making a motion, commenting on a deliberation, or voting. All votes during the meeting will be conducted by roll call, which the Board Executive Administrative Assistant will conduct.
- Chats, instant messages, texts, or other written communications among members of the Board regarding transaction of public business while the meeting is in order are part of the public record.
- Per Open Meetings Law, all Trustees' microphones will remain un-muted for the entirety of the meeting, as will Executive Council members' and Mr. Stewart's microphones.
- Trustees should please be vigilant regarding excess noise as that would be a distraction to the other meeting attendees. The public is invited to listen to the meeting.

Special Surprise Recognition of Dr. Hauser – Mr. Michael Curtis, Trustee Carteret Community College

Mr. Michael Curtis, a former Board Chair and current trustee at Carteret Community College, attended the meeting via Zoom to present Dr. Hauser with an award on behalf of the Carteret Community College Board of Trustees for all his work during his tenure as President of Carteret Community College. Mr. Curtis explained that with the outbreak of the Covid-19 pandemic the College felt they had not had time to say a proper good-bye, but more importantly, to thank Dr. Hauser before he left the College. After Dr. Hauser became president of Carteret in 2017, the area was slammed with Hurricane Florence, followed by Hurricane Dorian, and then the Covid-19 pandemic. Even with all the hardship those events caused and Dr. Hauser had to deal with, he managed to put out a Faculty/Staff Compensation Plan, Facilities Long-range Plan, to be a major leader in the campaign for a new culinary center, and to get many new programs up and running. Mr. Curtis told Gaston College's trustees that no moss will be growing under Dr. Hauser's feet.

He then presented an award from the Carteret Trustees to Dr. Hauser. It was a hand-carved base by Dr. Matt Zettl (a Carteret Trustee known for his woodworking), and a beautiful carved Redhead Duck decoy by Walter "Brother" Gaskill. The plaque attached to the base read: "Presented to Dr. John Hauser by the CCC Board of Trustees in appreciation for his service as President, 2017 – 2020." Dr. Hauser thanked Mr. Curtis and asked that he please pass along his appreciation to the Board and all the faculty and staff at Carteret Community College.

Chair Dancoff asked Ms. Dillon to conduct the roll call. The following trustees were noted as present:

Sheriff Alan Cloninger, Chair John Dancoff, Ms. Jennifer Davis, Mr. Steve Hall, Ms. Iris Hopper, Ms. Resa Hoyle, Mr. Steve Huffstetler, Mr. Tom Keigher, Ms. Janie Peak, Ms. Suzanne Riley, Mr. Tim Smith, Ms. Julie Stroupe, Ms. Natalie Tindol, Mr. Randy Vinson, and Ms. Najira Davis. Please note: Mr. Tom Keigher was present for the meeting; however, due to technical difficulties he could not respond to roll call and the Action Items. Mr. Keigher sent his approval responses by email. The full Board was in attendance for the meeting.

Moment of Silence for Mr. Kent Spitler

Dr. Hauser announced to the Board that the College lost one of its favorite instructors and outstanding faculty members, Mr. Kent Spitler, earlier that day. Mr. Spitler was the Director of the Emergency Medical Science department at the College; he had been with the College for 19 years. Most recently, he received the Staff Emeritus Award, which is presented to retiring individuals to recognize and honor them for having demonstrated a distinguished professional career and for having made significant contributions to the College. A photo of Mr. Spitler receiving the award was shown at the meeting. Dr. Hauser asked for a moment of silence in honor of Mr. Spitler and then requested that Ms. Tindol proceed with the invocation when she felt it appropriate.

- **Invocation – Ms. Tindol**
- **Ethics Awareness and Conflict of Interest Reminder**

Chair Dancoff reminded Trustees of the ethics requirements of public servants and requested they identify any conflicts of interest or appearance of conflicts of interest present. No conflicts were identified.

A. APPROVAL OF THE AGENDA

Chair Dancoff 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. A roll call vote was conducted resulting with 14 yea votes and 0 nay votes. The motion was unanimously approved.

B. APPROVAL OF THE MINUTES FROM THE AUGUST 24, 2020, BOARD OF TRUSTEES MEETING.

Chair Dancoff presented the Minutes of the August 24, 2020, Board of Trustees Meeting and asked if there were any additions or corrections. No changes were identified.

Ms. Peak moved to approve the August 24, 2020, minutes; Mr. Hall seconded the motion. A roll call vote was conducted resulting with 14 yea votes and 0 nay votes. The motion was unanimously approved.

C. WELCOME/INTRODUCTIONS AND SPECIAL PRESENTATIONS

1. Welcome Guests and Introduce New Employees

Dr. Hauser welcomed everyone to the meeting and recognized Ms. Lori Hupp, Faculty Senate President, and Mr. Darren Stewart, Staff Senate President, who were attending remotely.

Dr. Hauser, President, Introduced:

Mr. Greg Smith, VP for Economic and Workforce Development

Mr. Christopher Perkins, Product Development Specialist-Textile Technology Center

Dr. Hauser then invited the Vice Presidents to introduce the new employees in their Divisions.

Ms. McCrory, VP for Finance, Operations, and Facilities, Introduced:

Ms. Candice Madden, Supervisor-Accounts Receivable/Sponsorship/Cashiering

Ms. Roberta Parrish, Housekeeper (Not attending.)

Ms. Shelly Alman, future Vice President for Finance, Operations, and Facilities

Ms. McCrory provided some additional information about Ms. Alman, who joined Gaston College in 2009 and currently serves as Controller. She is a CPA and received a Bachelor's degree in Business Administration from Virginia Tech. With her knowledge of the NCCCS processes and her nine years at Gaston College, she will be able to move seamlessly into her new position. She has two grown daughters, Mallory and Madison, and lives in Gastonia with her husband, Kent. The Board gave Ms. Alman a warm welcome.

Ms. Alman thanked Ms. McCrory, Dr. Hauser, and the Board of Trustees for the opportunity to serve in this position and indicated she looks forward to getting to know everyone in the coming months.

Dr. Sherrill, VP for Student Affairs and Enrollment Management, Introduced:

Ms. Venicia Mora, Secretary-Student Affairs

Mr. Smith, VP for Economic and Workforce Development, Introduced:

Ms. Elizabeth Johnson, WIOA Youth Specialist-Life Skills

2. Recognition of Service to the Board of Trustees – Mr. Steve Campbell

Chair Dancoff, on behalf of the Board, had invited Mr. Steve Campbell to attend the October Board of Trustees meeting to thank him for his service to the Board of Trustees as his term had ended.

Chair Dancoff noted that Mr. Campbell was appointed by the Gaston County Board of Commissioners to serve on the Gaston College Board of Trustees in 2003 to complete the unexpired term for another Trustee and had remained on the Board an additional four, four-year terms. He stated that before joining in 2003, Mr. Campbell had already completed one, four-year term from 1996-2000, which was extended into 2001. He has been a long-time contributing member of the Board.

Since his appointment in 2003, Mr. Campbell has served twelve years as a member of the Board's Finance Committee, seven of those years as Finance Chair; two years on the Facilities Committee, one of those years as Chair, and three years as Chairman of the Board of Trustees. He also served on the WSGE 91.7 Radio Study Committee and later the WSGE Ad Hoc Committee. It is important to note that four Strategic Plans and four Master Facilities Plans were approved during this time.

During the three years Mr. Campbell served as Board Chair, the SACSCOC 2011-12 re-accreditation was conducted and the new QEP began, Phase I of the Pharr Trade and Industrial Building renovation and expansion took place, and the Cosmetology and Mechatronics Engineering programs were approved.

Chair Dancoff concluded by relaying that Mr. Campbell's work as a Trustee and as Chair for the Gaston College Board of Trustees had strengthened the College in many ways, and the College is indebted to him for his leadership during his tenure on the Board. Chair Dancoff thanked him for his commitment and dedication to the College's Mission and the Gaston College Board of Trustees.

Chair Dancoff invited Mr. Campbell to address the Board. Mr. Campbell relayed that it had been an honor and privilege to serve, particularly as long as he had. He has seen a lot of changes and growth, and when he realized he would be rotating off the Board, he felt good about all that had been accomplished. He also felt good about the hands in which he was leaving the College, especially, its new president, Dr. John Hauser. Chair Dancoff told him his clock could be mailed or picked up, whatever Mr. Campbell preferred. Chair Dancoff added that Mr. Campbell would still be a part of the College as he is currently president of the Gaston College Foundation. The Board gave Mr. Campbell a round of applause.

3. Resolution: In Honor of Ms. Cynthia McCrory, Vice President for Finance, Operations and Facilities

Dr. Hauser addressed the Board concerning Ms. McCrory's tenure at Gaston College. He began by stating that it was a great day, April 7, 2012, when Ms. McCrory became Vice President for Finance, Operations, and Facilities, but she has now announced her retirement. He continued by relaying that during the last eight years there has been significant work done on the College's campuses, of which she has been right in the middle. Whether it was controlling the College's funding or managing its projects such as new constructions or renovations, her steady and sound leadership has shown through. The most recent projects were the Center for Advanced Manufacturing and the Veterinary Medical Technology Facility.

With regard to the finance area, Dr. Hauser told the Board it is outstanding that during her eight years there have been no audit exceptions and financials were clean all the way through--this is a substantial accomplishment. This record means a lot to Gaston College and its reputation in the community. He extended sincere appreciation to Ms. McCrory for all she has accomplished with her division.

Chair Dancoff then addressed the Board and read the resolution to everyone.

Gaston College Board of Trustees
Resolution
Honoring the Accomplishments of Ms. Cynthia McCrory

WHEREAS, Ms. McCrory has provided valuable service since 2012 as Vice President for Finance, Operations, and Facilities, which includes three months during 2020 as Acting President when the COVID-19 pandemic began; and

WHEREAS, Ms. McCrory has overseen all facets of management for the Finance, Operations, and Facilities division; working with the President, Board of Trustees, Executive Council, and Staff Senate to provide vision and leadership for the College's Accounting Services, Purchasing, Shipping and Receiving, Auxiliary Services, Facilities Operations and Management, and Technology Services; and

WHEREAS, Ms. McCrory provided oversight and direction for the following areas; Accounting Services, which includes the Business Office, Payroll, Accounts Receivable, Accounts Payable, Purchasing, Shipping and Receiving; Auxiliary Services, which includes the bookstore, café, vending, and event management; Facilities Operations and Management, which includes maintenance, housekeeping, building and grounds, management of new construction and renovation projects, and periodic review and update of the College's Facilities Master Plan; and Technology Services, which includes computer systems administration, network services, computer technical support, telephone system support, and design, printing, and mail services; and

WHEREAS, Ms. McCrory supervised compliance with federal and state guidelines related to expenditures of funds, appropriate delegations of authority, and related reporting requirements; directed the administration of funds for Federal programs; and

WHEREAS, Ms. McCrory responsibly handled the review, development, monitoring and compliance of all fiscal policies, procedures, controls, rules and regulations associated with the financial aspects of the College, including responses to state audits or similar requirements; monitored the various programs associated with the Division and established and maintained the necessary systems, policies, and practices to ensure the College is, and remains, financially sound; participated in institutional planning and forecasting; and

WHEREAS, Ms. McCrory assisted the President with Board of Trustees development and information relating to the Finance, Operations, and Facilities Division and served as the staff liaison for the Finance and Facilities Committees of the Board of Trustees; monitored all investments of the College and maintained records relating to such activities, and

WHEREAS, Ms. McCrory has represented Gaston College with dedicated, meticulous, and heartfelt resolve to improve financial processes, instill excellent customer service practices, and complete capital projects in a timely manner thereby enhancing and promoting student success; and, therefore be it

RESOLVED, that the Gaston College Board of Trustees hereby gives formal expression of its gratitude to Ms. Cynthia McCrory and does hereby acknowledge the substantial contributions she has made to this organization during the past nearly nine years and directs that this Resolution be placed in the minutes of the Board of Trustees and a copy be given to Ms. McCrory.

Respectfully,

John Dancoff, Chair
October 5, 2020

Alan Cloninger, Secretary

After the reading of the resolution, Ms. McCrory received a standing ovation.

Chair Dancoff entertained a motion that the Gaston College Board of Trustees adopt the resolution recognizing the leadership and service of Ms. Cynthia McCrory, Vice President for Finance, Operations, and Facilities, and directs that it be recorded in the official Minutes of the Board of Trustees. Sheriff Cloninger moved and Mr. Huffstetler seconded the motion. A roll call vote was conducted resulting with 14 yea votes and 0 nay votes. The motion passed unanimously.

Chair Dancoff invited Ms. McCrory to address the Board. Ms. McCrory thanked everyone for the resolution and was honored and thrilled to be a part of the College. She feels she is leaving a great team in place and looks forward to starting this next phase of her life. The Board gave her another round of applause.

D. PRESIDENT'S REPORT

Before Dr. Hauser began his report, he introduced a surprise guest on the call who was a Gaston College alumnus and no stranger to the College—Coach Leonard Hamilton. Coach Hamilton is the current Head Men's Basketball Coach at Florida State University. Dr. Hauser welcomed Coach Hamilton to the meeting and invited him to say a few words after the Athletics Presentation.

Intercollegiate Athletics Presentation

Dr. Hauser

When Dr. Hauser first came to Gaston College, the trustees had challenged him to look and explore new ways to move the College forward. One of those ways, is to bring back athletics to Gaston College. He feels with what is currently happening in Gaston County related to the start-up of Gastonia's minor league baseball team this is an advantageous time to bring this initiative forward. Dr. Hauser provided the Board with a presentation related to the possible restart of Intercollegiate Athletics at Gaston College as he feels the rewards afforded to the College would far outweigh the expense involved.

Athletics were part of Gaston College's programs back in the 1960's and 70's. Dr. Hauser relayed to the Board the many benefits that come from having athletics programs at a college such as health, wellness, and a sense of unity among the students, faculty and staff. Other positive effects include: an integration of academic programs, community engagement and pride, opportunities for a more diverse campus life as students who never considered coming to Gaston College before now would, more student engagement and enrollment as folks become familiar and comfortable with the Campus, improved student retention and completion, and a way to engage Gaston College alumni. Furthermore, participating in sports helps students build leadership abilities and understand the importance of teamwork, being on time, hard work and discipline, which are some of those soft skills that make students successful later in life.

Athletics will allow our part-time students, who basically attend their classes and leave, a reason to socialize and connect to one another as they cheer their team to victory. Many times this in turn leads to families becoming involved and engaged, too, which promotes stronger support for the student and encouragement to continue on their educational journey. Dr.

Hauser relayed that data show that first-generation college students often do not have a strong support system at home. Athletic events offer more opportunity for these students to connect with others on campus and foster peer support, as well as, a stronger sense of belonging and community.

Dr. Hauser provided several examples of data from other colleges that indicate the benefits of athletics on a campus. One example was Pratt Community College in Kansas where their student-athletes have a four-percent higher graduation rate than the general student body. North Carolina's CVCC's data from 2016-17 Athletics Retention and Transfer Rates show that 86 percent of freshmen student-athletes continued their education either at CVCC or another school. He further noted that CVCC's data show several cases where student-athletes returned to school the next semester even though they were no longer playing a sport, which infers a strong connection to the institution.

Dr. Hauser relayed that there will be requirements that student-athletes must meet: be full-time students (15 hours); maintain a minimum GPA requirement set by NJCAA, communicate regularly with an assigned success coach, and participate in tutoring. A chart was provided that noted the amount of FTE athletics generates, with examples of men's basketball and baseball, and women's sand volleyball and softball listed.

If the Board has interest, at the upcoming November 16, 2020, Board of Trustees Meeting, Dr. Hauser would like to present a formal proposal concerning an Athletics Program, which would identify athletics programs, identify athletics facilities for the short term and long term, present a projected annual budget, propose a process for identifying an athletic director, detail sports marketing with assistance from WSGE 91.7 FM, and activities to promote community engagement and fundraising for athletics.

As far as what is next if the proposal is approved, Dr. Hauser relayed several items: identifying a mascot to generate excitement and participation, a cost analysis/program proposal, a letter of intent to NJCAA, appointment of an athletic director, coaches to hire, student-athletes to recruit, scholarships to establish, facility and equipment needs to identify, re-imagine the facilities needs in the 10-year facilities master plan, and housing options for student-athletes to be identified.

Dr. Hauser has been approached by members of the community and has been fortunate to have met some people connected to Gastonia's new baseball team, which have in turn linked him to the former Duke University basketball star, Mr. Gene Banks. Mr. Banks has come to Campus several times to visit and also provided a radio spot on WSGE. Mr. Banks then introduced Dr. Hauser to Coach Hamilton, who has been instrumental in helping him learn more of the intricacies related to athletics programs. Dr. Hauser feels Coach Hamilton exemplifies what we are at Gaston College and had invited the Coach to attend the meeting to speak to the Board about what athletics meant to him and his potential involvement in developing intercollegiate sports at Gaston College.

Coach Hamilton

Coach Hamilton relayed that as a 17- or 18-year-old he never dreamed he would be asked to address a Board of Trustees at any school. He feels where he is now in life is a direct result of the opportunities he received at Gaston College related to the nurturing, the acceptance, and the patience extended to a boy who didn't really know what he wanted to do in life. He

stated that while listening to Dr. Hauser's presentation noting the many benefits of athletics, he was pointing out exactly what he had enjoyed and experienced at the College. The curriculum, the extracurricular activities, and the passion, pride and sense of connection to a community college or university that a young man or woman develops from being a part of a team, which goes on forever and ever. He spoke of the late Jim Turpin, who had come to Gaston College from Hunter Huss, played sports, and then went on to UNCC with a scholarship and completed his degree; Larry Reed, a friend of his, had come to Gaston College, played sports, and then went on to UNC to get his degree and was a school principal in Pensacola; Larry Marciano, who came to Gaston College, played sports, and went on to get his degree and became mayor of a town in North Carolina. All of those individuals had a positive experience as part of Gaston College that stayed with them.

Coach Hamilton spoke of his home background where his Mom had dropped out of school after the seventh grade and his Dad dropped out after ninth grade, which was not an environment conducive to learning. The only person he knew that was doing anything as far as learning was Ms. Jennifer Davis (a current Trustee) who was attending college, and she was an inspiration to him. He continued saying he was probably only two to three days from joining the Army when Coach Brooks chased him down and convinced him to come to Gaston College. As he considers himself a very average kid, to have this opportunity to come to college was a great thing for him. As a first-generation college student, he did struggle, but having his teammates, college activities to attend, and a social environment at the College, it sustained him, and he did go on to complete a master's degree. He then encouraged and brought many others along to do the same, who would have never dreamed they, too, could do it. Coach Hamilton concluded that many kids today are the same as he was then, just looking for an opportunity.

He encouraged the Board to strongly consider bringing sports back to the College as kids will benefit from them, and their futures will be enhanced. He asked the Board if they had any questions.

Questions

Dr. Hauser thanked Coach Hamilton and relayed how honored they were for him to be with them and share his testimony about athletics.

Ms. Davis relayed that she remembered Coach Hamilton as he was pictured (as a young basketball player) in the presentation Dr. Hauser had shown. She wanted him to know she was so very proud of him, grateful for her relationship with him, and appreciative of his giving back to Gaston College.

A question was asked about the issue of not being a residential college; wouldn't that be a problem? Coach Hamilton said that is a challenge, but said to look to the community for help as there are many ways, that might not be apparent right now, to solve that problem. We might start with apartments adjacent to school, a block of hotel rooms, or a leased building for athletes. Once the program is established, maybe room can be found on the Campus to build apartments. That is something to work toward.

With which sport do we start? Coach Hamilton suggested for the men's teams, baseball, as Gastonia's FUSE center is getting off the ground, and maybe basketball, as that is very

popular. For the women, volleyball and softball would be good selections as the women could get scholarships with that to four-year institutions.

Asked if community college athletes would be well-considered by a four-year institution, the Coach relayed that when he went to College he was playing with four or five other community college kids on the team. He did not see that as a problem; a student's grades and character were what mattered.

Several trustees added positive comments related to bringing sports to the College, and it was noted that getting an athletics program off the ground will not come without pain and struggle; however, overall the trustees felt the potential benefits to the community and the students would be tremendous. They projected it would not be long until the College felt a positive ripple effect within the community from embracing athletics.

Dr. Hauser asked the Board, if it was their wish, he would bring more in-depth data and information forward at the November 16, 2020, Board of Trustees Meeting.

Chairman Dancoff entertained a motion to move forward with an Athletics Study to be brought to the next Board of Trustees Meeting. Ms. Davis moved, and the motion was seconded by Mr. Huffstetler.

During discussion, it was noted that it would be important to investigate where the College teams would play and to contact the local schools to further involve them and the community in trying to develop the sports program. Dr. Hauser replied that would be done.

A roll call vote was conducted resulting with 14 yea votes and 0 nay votes. The motion passed unanimously.

Textile Technology Center (TTC) Report – Mr. Sam Buff

Mr. Sam Buff relayed to the Board a quick update of the TTC and where things stand today. He began his report relaying that there is a lot going on in the country today with the pandemic, and it has affected the business of the TTC. In March 2020, the TTC was in the black, but with closures and such from April to June, business was down 28% for that quarter, and down 16% for the year.

COVID-19 did reach inside the TTC at one point, and that was a worry and struggle as closure of the TTC had to take place and communications send to let vendors and customers know of that closure. Mr. Buff was very grateful to Acting President Cynthia McCrory and Mr. Todd Baney, VP for Administrative Services, for their help with those communications during that time.

Mr. Buff continued by describing the pivot that began to take place in the summer toward support efforts related to the COVID-19 fight and military projects. The Center converted many of their machines over to the production of PPE masks, gowns, and swabs, which were in high demand. In August and September, with the economy picking back up, so did the TTC's business; and year-to-date, they are back in the black at \$63K. Staffing has been an issue as many retirements of the TTC's specialists have occurred, and they are working with HR to refill those positions and even bring back some of those retirees on a part-time basis.

For the future, Mr. Buff said they were not going to lower any expectations and continue to push hard to meet a goal of \$500K this year. In regard to industry outreach, they have had to change to a virtual platform, which is quite different; but that is what the immediate future demands, and he feels they are up to that challenge. The TTC will focus on what is needed in the COVID-19 fight and its military contracts. Mr. Buff concluded with the thought that the TTC has been around since 1943, and they will continue to evolve as needed. He complimented the staff, who as fighters have recently completely reinvented the machines to make what is needed today.

The Memorandum of Agreement

Dr. Hauser stated that Gaston College had recently been awarded \$5.3 million for the construction of the Advanced Fiber Extrusion Center and Catawba Valley Community College was awarded \$9 million as part of a package to expand the collaborative effort between the two colleges. A partnership agreement was presented to the Textile Technology Advisory Board last week to seek their approval to join the operations of the TTC and the Manufacturing Solutions Center (MSC) and proceed as one entity. It was noted that both Centers would continue to receive their own funding through their own colleges. Dr. Hauser pointed out that products the TTC begins are finished at the MSC, and these are products that neither one can make without the other. He further commented there is a tremendous amount of local and regional industry support for this partnership and noted the TTC Advisory Board is representative of those industry leaders.

Dr. Hauser spoke of the meetings that had taken place between Gaston College's and Catawba Valley's presidents, Board Chairs, College attorneys, Mr. Buff and Mr. Dan St. Louis to work out this agreement. This is a very unique situation that is being created, and this collaboration is going to change the economy for this region and potentially state wide. Additionally, it is obvious the General Assembly likes this collaboration, which is evident in the recent awards of \$14 million between the institutions. Prior to getting into the Memorandum of Agreement to ask for the Board's approval, Dr. Hauser asked Chair Dancoff or Mr. Stewart if they wanted to say a few words about the collaboration.

Chair Dancoff

Chair Dancoff took a moment to thank Mr. Buff for all his work. As Chair Dancoff comes from an industry background and is now in economic development, he sees this collaboration as an exciting initiative for Gaston and Lincoln counties and the future of industry and economic development. He continued by relaying that he had attended the discussion meetings leading up to this partnership and the TTC Advisory Board meeting. At the TTC Advisory Board meeting, he was not sure of the Advisory Board's response, but it was overwhelmingly positive and supportive of the proposed partnership. He concluded saying that it is exciting to think of the MSC and TTC operating as a team and the great opportunity this partnership presents.

Mr. Stewart

Mr. Stewart began with stating that it has been very impressive to see the leadership of Gaston College and Catawba Valley Community College work together to create this very unique type of partnership; there is nothing quite like this in the state. The MOA is a new document to try to accommodate what the two schools have agreed to, and it will be an organic document going forward as it most probably will be amended from time to time to

express further agreements that are entered into. This partnership will require the support of the TTC Advisory Board and the Boards of the two involved Colleges.

The agreement is a very forward-looking kind of relationship, and Mr. Stewart was glad Mr. Buff attended today's (10.5.20) meeting to provide the Board with an update on the TTC. He continued stating the Board would be asked to approve this Memorandum of Agreement and noted that it had not yet been approved by CVCC's Board, but he felt that it would be. The College is making good progress in pursuing the two grants that have been provided by the state legislature. This project has the support of the Governor, and it was in the Governor's budget when it went to the General Assembly. It has been approved in both the House and the Senate. This is a great opportunity, and Mr. Stewart relayed it has been a privilege to be a part of it.

Dr. Hauser

Dr. Hauser asked the Board if they had any questions. A question was asked as to whether the TTC or MSC were working with any law enforcement and public safety entities related to uniforms or vests. Mr. Buff replied, yes, they were working with local manufacturers in the county, region and state that deliver goods to be used by our first responders, law enforcement, fire departments, and local emergency rooms. The TTC has delivered shipments to local doctor's offices as well. Dr. Hauser then turned to Chair Dancoff for a motion on the Memorandum of Agreement.

Chair Dancoff entertained a motion to approve the Memorandum of Agreement concerning the proposed operational partnership between Gaston College's Textile Technology Center and Catawba Valley Community College's Manufacturing Solutions Center as presented. Sheriff Cloninger moved and Ms. Davis seconded the motion. A roll call vote was conducted resulting with 14 yeay votes and 0 nay votes. The motion passed unanimously.

Lincoln County Block Gym

Dr. Hauser provided information about the Lincoln County Block Gym and its potential as a future Workforce Development Center. In one of his very first meetings with Chair Dancoff (wearing his LEDA hat) and Mr. Cliff Brumfield, the Executive Director of LEDA, he had learned of several workforce development needs. The renovation of the Lincoln Block Gym may provide a solution to one of those needs as a Workforce Development Center. Dr. Hauser is working with Chair Dancoff, Trustee Tim Smith, and the Lincoln County Manager as well as Lincoln County developers regarding this building; it is located behind the Lincoln Campus. Currently, architects are performing a feasibility study to determine what costs might be incurred from a renovation standpoint. Once that information is at hand, he will work with Lincoln County leadership as well as Representative Saine and others in industry to determine what programs the College could potentially put in the Workforce Development Center. This does change the scope for the Lincoln Campus dramatically.

Dr. Hauser brought this information forward so the Board would be aware of the project. The renovation of this building as part of the Lincoln Campus would be a good solution to several workforce development needs. No decisions have been made at this point, but the findings of the study will be brought to the Board subcommittees when they are made available.

Mr. Dancoff, as a LEDA representative, added that he felt the project would be great for Lincoln County and the industries located there. Employers would be able to send their employees to a facility that was a lot closer to them for training and other operations.

GC Safe Plan Update – Mr. Todd Baney

Mr. Baney thanked all the faculty, staff, and students for their participation and adherence to the GC Safe Plan. He also thanked those who manage and administer the Plan on a daily/weekly basis. The College is currently in the eighth week of the plan, which is still Plan A. While in Plan A, the College has continued to limit Campus access, maintain online classes to the fullest extent, and complement the workweek with teleworking. As per Plan A, directional signs, physical barriers, cleaning and disinfecting protocols are in place. The 3Ws (wear, wait, and wash) are posted in many areas, and participation in the app Campus Clear is encouraged. Daily temperature checks are performed at 22 check points upon entry into the buildings. The College has employed 35 part-time employees, of which 25 are student workers to accomplish this task.

Budget Update – Ms. Cynthia McCrory

Ms. McCrory reported that the State budget would be presented later in the meeting for the Board's review and approval. She noted that the College always follows the format provided by the State, so the budget is presented many different ways. It is good news; it is an increase over the budgeted amount last year, and the College's spending year-to-date is in line with that budget, so Ms. McCrory concluded the College is in good shape.

Economic and Workforce Development Update – Mr. Greg Smith

Dr. Hauser welcomed Mr. Smith to Gaston College; Mr. Smith responded he was glad to be at the College and is getting acclimated to the College's personnel and processes. He is excited about the potential he sees and the initiatives in which the College is involved.

Mr. Smith began his EWD update relaying that overall, even with the onset of COVID-19, the EWD FY ending numbers were still positive as earlier in the year FTE was up as was enrollment. However, some classes did need to be canceled and others transferred to an online format. In the Customized Training area, even though many industries prefer face-to-face training classes when possible, some were handled well online. In the Public Safety area, which includes EMS, BLET, and Fire and Rescue Training, some classes were switched to online, but many deemed essential were conducted face-to-face with proper social distancing protocols imposed. The numbers in those areas are also looking good.

The Small Business Center (SBC) has served many businesses and a lot of jobs have been created and retained. The SBC center has been administering the SBC COVID Grant funds that have been available for companies that are struggling. A lot of that help has been through marketing and trying to promote the companies that are hurting. To date, the College has served 35 businesses with those funds, and there are still funds that will be available through December. Overall, Mr. Smith feels the Division has fared well and sees the future as positive.

New Curriculum Programs Update – Dr. Dewey Dellinger

Dr. Dellinger began his update by stating he was sure that the trustees have heard a lot about how important manufacturing and health care are to our counties, but he wanted to share some data with them from the Economic Overview for our service area of Gaston and Lincoln counties to illustrate the importance of these industries.

The top two industry sectors in the College's service area are manufacturing, employing over 21,000 workers, followed by health care and social assistance, employing over 14,000 workers. Manufacturing and health care make up almost one-third of the total workers by industry. Public Administration makes up almost an additional 5 percent and is in the top 10 industries. Manufacturing has had the best job growth over the last five years. Over the next ten years, health care and social assistance is expected to be the fastest growing sector in the region.

Dr. Dellinger continued with relaying that the largest major occupation group in the service area is production occupations. Over the next 10 years, the fastest growing occupation group is expected to be healthcare support occupations with a 2.1 percent year-over-year rate of growth.

The industry cluster in the service area with the highest concentration is textiles, with 13 times the expected employment compared to the nation. Machinery manufacturing has twice the expected employment compared to the nation.

Manufacturing and health care and social assistance are the first and third industries respectively that contributed the largest portions of GDP in 2019. Together, that was 40 percent of the GDP in the service area. With that in mind, the College is taking a proactive approach to meeting the needs of our service area by proposing expanding the College's educational programs to meet the needs of our area. A textile technology degree and three healthcare degrees are being proposed that many of the College's neighboring colleges offer. Even three new healthcare programs are not enough to meet local needs; so, Dr. Dellinger's area, Academic Affairs, will propose some additional ones in future years. In the near future, the College will propose a Public Safety Administration degree program.

Dr. Dellinger concluded with the fact that the Textile Technology program is new to the State, and the College will be partnering with Catawba Valley Community College to offer the only Textile Technology program in the State. The State Board will vote on making this an allowable program to offer in the next month or two. Once this is an allowable program to offer, the College is ready to submit an application to begin offering the program in fall 2021.

Fall Enrollment/FTE – Spring Enrollment Strategies – Dr. Audrey Sherrill

Dr. Sherrill began her update by stating that for fall 2020, FTE is down 5.9 percent; however, community colleges nationwide are down 7.5 percent and other North Carolina community colleges are also down. The Student Affairs departments are continuing to do everything they can to bolster enrollment. Academic Affairs, too, has initiated Late Start Classes that are still available and Student Affairs is hoping to reduce the College enrollment gap a little more to help with next year's budget. The application yield has remained steady at 60 percent, which

is where the College was last year; however, this year the College just received fewer applications.

Student Affairs did send a survey to fall 2020 applicants who didn't enroll to ask them why. The two most frequent reasons were Finances and COVID-19 concerns. To combat that, Student Affairs has emphasized FAFSA completion and provided reassurance regarding COVID by detailing the College's GC Safe Plan with them. Career and College Promise high school enrollment is up; the headcount went from 1410 to 1504 this year. FTE is also up from 267 to 330.

Dr. Sherrill relayed that for spring 2021, applications are running even with spring 2020. Returning students registration will begin in October, and new student registration will begin in November. Some of the enrollment initiatives activated include: 1) a virtual Open House on October 20, 2020, from 6-8 p.m.; 2) intentional outreach to near completers; 3) continuous outreach to new students throughout the Admissions process; and 4) use of the Aviso early alerts to assist currently enrolled students. Dr. Hauser thanked Dr. Sherrill and her entire team for their many hours and efforts as he considered it very hard work to counsel and advise students virtually.

Gaston College Foundation Update – Mr. Luke Upchurch

Mr. Upchurch reported the Foundation ended the first quarter very strong and relayed the following highlights: 1) \$53,000 in Endowment gifts; 2) a \$50,000 Duke Energy Piedmont Natural Gas Apprenticeship Grant (to support Apprenticeship 321); 3) a \$38,000 Women's Impact Fund; and 4) a \$30,800 CaroMont Health Grant to support nursing simulators, which are very needed in an effort to transition students to non-clinical exposure. Mr. Upchurch added that Endowment Value Letters were sent to donors, and overall, the Foundation's investments earned three-percent for FY 2019-2020. Some exciting statistics include that the Foundation now has 55 endowed scholarship funds, and 50 annual scholarship funds. Some of the new ones include the Chief Billy Lytton Scholarship and the Solomon Family Scholarship.

Mr. Upchurch stated that, as Dr. Sherrill had mentioned, one of the biggest challenges for students enrolling is financial. Because of the Foundation's investments there was close to \$400,000 available for scholarships this year, which is a significant increase from years past. He reminded the Trustees that it is only a minimum of \$1,500 to create an annual scholarship fund as well as \$10,000 to create and an endowed scholarship. Mr. Upchurch added that due to Dr. Sherrill's department, the student emergency fund is doing great, too.

Dr. Hauser concluded his President's Report to say that this report format was a little different, but he wanted to showcase the broad depth of what Gaston College's team is doing for its students and community.

Message to Trustees – Mr. Carl Stewart

Mr. Stewart wanted to make the Trustees aware of a circumstance they might experience with friends or relatives. At the New Trustee Orientation, he had provided a few protocols to help Trustees know what to do in certain circumstances, one of which is when approached by friends or acquaintances concerning employment at the College. He stated the best way to handle that was to simply let the person know, "I wish I could help, but I just can't." As

Gaston College's Board of Trustees is a prestigious Board, it is not surprising this happens. He advised Trustees to let him know if they were unsure of how to handle a situation.

Chair Dancoff thanked Dr. Hauser for his report.

E. SGA PRESIDENT'S REPORT

Ms. Najira Davis, SGA President, had to leave the meeting early, so Ms. Renita Johnson, Director of Student Life and Special Projects, gave the following update on SGA activities since August 24, 2020. The report in its entirety can be found in the Board meeting packet.

Constitution Day - Annually, on September 17th, the US celebrates Constitution Day. The Student Government Association held a virtual Constitution Day Trivia Game via Zoom.

National Voter Registration Day and Workshop - On September 22, 2020, for National Voter Registration Day, SGA set up a table in the CET Breezeway for students who were interested in completing a voter registration form. On September 24, Ms. Kayla Brack, Elections Specialist of Gaston County Board of Elections, presented a workshop on *Your Voice Matters: Voter Registration 101 Workshop* for students via Zoom.

GC Birthday Celebration - In celebration of Gaston College's 56th birthday, SGA held a GC Birthday Celebration: *Nothing Bundt GC Proud* on September 23, 2020.

National Coffee Day - On September 29, 2020, SGA recognized National Coffee Day and provided free coffee flavored protein shakes to students on the Dallas Campus during a grab and go event.

Chair Dancoff thanked Ms. Johnson for providing the report and all she does to support the students.

F. CAMPUS AFFAIRS

Chair Dancoff called on Ms. Jennifer Davis, Chair of the Campus Affairs Committee, to bring forward the items under consideration.

1. Proposed Textile Technology Program.

Committee Chair Davis called on Dr. Dellinger, who then called on Dr. Woodson to present the proposed Textile Technology program. The College's service area of Gaston and Lincoln counties boasts a large variety of textile companies including McMurray Fabrics, Southern Fiber, NC Spinning Mills, and TENOWO in Lincoln County, as well as Parkdale Mills, Pharr Yarns, American and Efird, Beverly Knits, and Firestone Fibers and Textiles in Gaston County. At this time, the College offers short-term training to support these industry partners. These local partners, as well as regional, state, and national textile companies, are also supported by the extensive work of the College's Textile Technology Center.

In order to help the College meet local demands for additional qualified workers within the textile industry, the College is proposing a Textile Technology degree (Associate in

Applied Science) with four tracks: a general Textile Technology degree; Textile Technology – Management; Textile Technology – Design; and Textile Technology – Technician). All four areas are proposed for Fall 2021 implementation. In addition to the associate degree program, the College will plan to offer shorter-term certificates for high-school students through the College Now (Career and College Promise) program, if approved by the GC Board of Trustees, the North Carolina Community College System, and the Southern Association of Colleges and Schools Commission on Colleges.

Dr. Woodson added that the four textile tracks would all have the same core courses, but their diversity would come with student's elective choices. Gaston College has obtained letters of support from both Gaston and Lincoln County Schools, the Montcross Chamber, the Gaston County Economic Development Commission, the Gaston County Regional Chamber, and the Textile Technology Center's Advisory Board. Mr. Sam Buff and Ms. Suzette McHugh have worked in collaboration with Dr. Woodson to develop the course work involved with this program. This program proposal would include a full-time program faculty, with a base salary for a 9-month faculty member at \$43,830 (associate degree) and \$46,187 (bachelor's degree).

Upon the recommendation of the Campus Affairs Committee, Ms. Davis moved that the Gaston College Board of Trustees approve the proposed Textile Technology Program as presented; Sheriff Cloninger seconded the motion. A roll call vote was conducted resulting with 14 yea votes and 0 nay votes. The motion passed unanimously.

2. Proposed Respiratory Therapy Program

Dr. Dellinger called on Dr. Allison Abernathy to guide the trustees through the three proposed healthcare programs. According to recent Lincoln County and Gaston County community health assessments, chronic lower respiratory disease is the third leading cause of death in each county. Mortality rates from chronic lower respiratory disease are over 1.5 times the mortality rate for the state of North Carolina (Source: 2016 Lincoln County Community Health Assessment). The number of respiratory therapists per 10,000 people in Gaston County is less than the state average (Source: 2018 Gaston County Community Health Assessment). Based on the Health Occupations outlook for the Gaston College service area, respiratory therapy has an annual percentage growth rate of 2.0%. Annual wages average approximately \$53,000.

CaroMont Regional Medical Center and Atrium Health in Lincoln County employ 100 respiratory therapists. At a meeting on September 14, 2020, both Mr. Chris Peek of CaroMont Regional Medical Center and Ms. Teresa Watson of Atrium Health stated that they could hire as many respiratory therapists as the College could produce and that the pipeline is not full for them. Due to COVID-19, the need for Respiratory Therapists has increased even more. Currently, the source of respiratory therapists comes from community colleges in other counties. Thus, there is a community need for this occupation. This program could also be a program available to students in the Gaston Early College of Medical Science.

Dr. Abernathy added that they had also been told there are currently 13 openings at the Charlotte hospitals for respiratory therapists. Many therapists are leaving the field due to

COVID-19 either from fear or due to exhaustion. A pipeline of new employees would be very welcome. Students would be eligible to sit for a certification once all their course work was completed. Two full-time program faculty would be needed to teach this course. The base salary for a 9-month faculty member is \$43,830 (associate degree) and \$46,187 (bachelor's degree).

Upon the recommendation of the Campus Affairs Committee, Ms. Davis moved that the Gaston College Board of Trustees approve the proposed Respiratory Therapy Technology Program as presented; Ms. Peak seconded the motion. A roll call vote was conducted with 14 yeas votes and 0 nay votes. The motion passed unanimously.

3. Proposed Surgical Technology Program

Dr. Abernathy relayed that the number of positions for certified surgical technologists is growing rapidly throughout North Carolina and the United States. In North Carolina, the number of employed surgical technologists is on the rise, from 2,810 in 2016 to 3,250 in 2026, an expected growth rate of 15.4 percent. The career has good job security with the opportunity to make a positive impact on people's lives on a daily basis. The average hourly salary for surgical technologists in North Carolina in 2017 was \$21.26, with an average annual salary of \$44,230. One can expect a higher paying salary with more experience, and certain locations pay more than others, such as Durham, Charlotte, and Raleigh. Before graduation, students will take the National Board of Surgical Technology and Surgical Assisting (NBSTSA) Certification Examination for surgical technologists. Certified surgical technologists find careers in labor, delivery, and emergency departments; inpatient and outpatient surgery centers; dialysis facilities; endoscopy centers; and physician offices, among other settings. The program would become CAAHEP accredited.

At a meeting on September 14, 2020, Mr. Chris Peek of CaroMont Regional Medical Center and Ms. Teresa Watson of Atrium Health each stated that surgical technicians were one of their top needs in terms of healthcare support positions. With the increase in outpatient and off-site surgery centers, they expect the demand for this occupation to increase. Currently, the source of surgical technicians comes from community colleges in other counties. This program was also discussed with Belmont Abbey College, and it could also be a program available to students in the Gaston Early College of Medical Science.

Two full-time program faculty would be needed to teach this course. The base salary for a 9-month faculty member is \$43,830 for an associate degree and \$46,187 for a bachelor's degree. A mock surgery unit would also be necessary. A certificate option in Essential Sterile could be added to this program as these professionals make sure instruments are sterile before the "Surge Tech" uses them.

Dr. Abernathy stated that this program does not specifically lead to an RN certification, but that when students first start out in the Allied Health career field they grow more confident and then some switch to other healthcare paths such as EMS to RN. Dr. Abernathy added that a study had been conducted and they discovered that some of the current programs could be consolidated and/or moved around to make room for these classes. A study was done regarding the computer lab space to see if room could be found

there. A plan is currently in place to house these new programs in the DBC building. Additionally, Dr. Abernathy relayed that clinical contracts are in place with local hospitals to assist students with the necessary labs required for the programs.

Upon a recommendation from the Campus Affairs Committee, Ms. Davis moved that the Gaston College Board of Trustees approve the proposed Surgical Technology Program as presented; Mr. Huffstetler seconded the motion. A roll call vote was conducted with 14 yea votes and 0 nay votes. The motion passed unanimously.

4. Proposed Health Information Technology Program

Dr. Abernathy explained that since the Affordable Care Act, the need for accurate coding has increased. It can cost hospitals thousands of dollars if things are not coded correctly. The need for Health Information Technology Program graduates is going to continue to increase in the future. Based on the Health Occupations outlook for the Gaston College service area, health information technology has an annual percentage growth rate of 1.3%. Currently the closest community colleges offering this program are Catawba Valley Community College (CVCC) and Central Piedmont Community College (CPCC), but Charlotte absorbs most of the graduates from CPCC.

Recent meetings and events with CaroMont Regional Medical Center, Atrium Health, and Belmont Abbey College have led to Gaston College's exploring the possibility of offering the Health Information Technology program. CaroMont has a need for coders and cannot acquire enough qualified coders. Currently, they are hiring coders from CVCC and CPCC. The Coding Specialist 1 position at CaroMont has a pay range of entry-mid-max of \$17-\$23-\$39, and the Coding Specialist 2 position (which they move into after two years of experience) is \$20-\$27-\$34, with full-time employment, great benefits, and the opportunity to work from home.

Mr. Chris Peek, President and CEO of CaroMont, signed off in 2019 on offering a \$2,500 scholarship to employees who wanted to be certified coders. CaroMont has paid a temp agency \$60/hr. for coders. Graduates are able to take the national certification examination to become a Registered Health Information Technician, and they can easily matriculate to Belmont Abbey's new program in Health Information Management and Analytics. This program would also be a program available to students in the Gaston Early College of Medical Science.

Two full-time program faculty would be needed to teach this course. The base salary for a 9-month faculty member is \$43,830 (associate degree) and \$46,187 (bachelor's degree).

Dr. Abernathy added that computerized documentation is very important in the medical field. Many agencies are at risk of financial problems if their data is not coded properly. Most of this program can be managed online or as a hybrid course, but students would need to go into the hospital for clinicals/lab work. With this program, graduates could sit for a certification and be considered an RHIT, a Registered Health Information Technician, which allows for a very good salary. They could then articulate over to Belmont Abbey college to obtain a Registered Health Information Administrator degree.

Upon the recommendation of the Campus Affairs Committee, Ms. Davis moved that the Gaston College Board of Trustees approve the proposed Health Information Technology Program as presented; Mr. Hall seconded the motion. A roll call vote was conducted with 14 yea votes and 0 nay votes. The motion passed unanimously.

G. FACILITIES

Chair Dancoff asked Sheriff Cloninger to present the Facilities Items for approval and/or review. Sheriff Cloninger called on Dr. Dellinger to guide the Board through the next two items.

1. Construction of an Incubator and Extrusion Center for Advanced Fibers

Since the start of the COVID-19 pandemic, health care providers and essential workers have experienced a shortage of personal protective equipment (PPE). Companies have turned to Catawba Valley Community College's Manufacturing Solution Center and Gaston College's Textile Technology Center for product research, testing, and development to produce diagnostic test kits and create fabrics for innovative PPE such as advanced medical grade face mask coverings, shields, COVID-19 testing swabs and protective gowns.

In order to develop these products, the two centers need more space and additional specialized equipment. The Textile Technology Center extrusion lab is currently located off campus in a leased facility. House Bill 1105 Coronavirus Relief Act awarded Gaston County a \$5.3 Million grant for an Incubator and Extrusion Center for advanced fibers for Gaston College. Construction of the new facility will provide the space to produce high-quality products and benefit surrounding communities by growing new businesses and bringing jobs to the area.

The 2016 Facilities Master Plan Kimbrell Campus Expansion included a new 23,000 sq. ft. pre-engineered extrusion building with brick-veneer to blend within the existing campus. A preliminary cost estimate by ADW Architects projects a total cost of \$7.0 Million. With \$5.3 Million provided by legislature, the College administration is evaluating options to fund the difference or adjust the building design to fit the funding on hand.

Upon the recommendation of the Facilities Committee, Sheriff Cloninger moved that the Gaston College Board of Trustees approve working with Gaston County on the construction of an Incubator and Extrusion Center for Advanced Fibers as presented; Ms. Riley seconded the motion. A roll call vote was conducted with 14 yea votes and 0 nay votes. The motion passed unanimously.

2. Relocation of Machining Programs to the Center for Advanced Manufacturing

The Center for Advanced Manufacturing (CAM) was designed to facilitate manufacturing training programs and the ability to easily reset a lab's machinery and equipment. In an effort to better align CAM with manufacturing programs of study and utilize the facility to its potential, the Computer-Integrated Machining program and equipment will be moved from the Pharr Trade and Industrial (PTI) Building to CAM. The relocation of machines

and equipment between CAM and the PTI facility will create a logical, organized floor plan for both facilities.

CAM 101/101C/101D will be used to house all machining equipment. Electrical systems will be moved to PTI in the area where machining is currently located. This will leave a large area in PTI for other program expansions. The alternative energy equipment currently housed in CAM 101B will also move to PTI, placing it with the other Electrical Systems programs. The potential timeline for the relocation is during holiday break (December 2020). Rosdahl Riggers quoted \$15,400 to relocate the equipment. Remaining CAM equipment budget dollars will be used to fund the project.

Upon the recommendation of the Facilities Committee, Sheriff Cloninger moved that the Gaston College Board of Trustees approve the relocation of machines and equipment between CAM and PTI to better facilitate programs of study and utilize both facilities to their potential; Ms. Stroupe seconded the motion. A roll call vote was conducted with 14 yea votes and 0 nay votes. The motion passed unanimously.

3. Capital Reports

Sheriff Cloninger called on Ms. McCrory to update the Board on the Capital project.

Lincoln Campus Space Renovation

The College has initiated the project description with the Community College System and submitted the 3-1 capital improvement project approval form, which was approved by the State Board on September 18. The next step is to submit the architect's contract to State Construction for review and approval. Ms. McCrory updated the Board that State Construction has approved ADW's contract so she is waiting for the formal signed contract so Gaston College can sign it and get the construction drawings going.

H. FINANCE

Chair Dancoff asked Ms. Riley to present the Finance Items for review.

1. FY 2020-2021 State Budget Update

The FY 2020-21 State Operating Budget background, highlights and recommendations were reviewed by the Board of Trustees. The FY 2020-21 State Operating Budget totals \$32,445,294, an increase of \$1,263,026 over FY 2019-20 budget. A 3% reserve for possible reversion will be set aside from this amount, totaling \$973,358.82.

Upon the recommendation of the Finance Committee, Ms. Riley moved that the Gaston College Board of Trustees approve the FY 2020-21 State Operating Budget as presented; Ms. Peak seconded the motion. A roll call vote was conducted with 14 yea votes and 0 nay votes. The motion passed unanimously.

2. Gaston College Foundation Audit

Cherry Bekaert has completed the financial audit for the Gaston College Foundation for the fiscal year ended June 30, 2020. The audit results were presented to the Foundation Board at their meeting of September 9, 2020.

Cherry Bekaert issued an unmodified (or “clean”) audit report for the Foundation, citing “All significant transactions have been recognized in the financial statements in the proper period.” and “In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Foundation as of June 30, 2020....”

Regarding internal controls testing, Cherry Bekaert’s report stated that “...during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses.”

There were no corrected misstatements of the financial statements. The auditor’s opinion letter, governance letter and internal control letter are attached.

Ms. McCrory thanked Ms. Shelly Alman for her excellent work in regards to the Foundation audit.

This item was presented for informational purposes; no action was required.

3. Enhancing Accountability in government through Leadership and Education (EAGLE)

Enhancing Accountability in Government through Leadership and Education (EAGLE) is the State’s internal control program that was established by the Office of the State Controller (OSC) to meet the requirements of House Bill 1551, Chapter 143D “State Governmental Accountability and Internal Control Act.”

Effective internal controls are the foundation for managing risk and creating a safe and sound operating environment. The North Carolina statewide internal control program defines the vision of an effective system of internal controls for North Carolina State government.

REVIEW

EAGLE program activities touch a number of areas within the College, including Accounting, Purchasing, Human Resources, and Financial Aid. This year’s testing included all high-risk financial accounts, plus IT general controls program.

Our internal control testing activities found no significant issues this year. One minor exception was noted while testing the Daily Cash Analysis. The Accounting Supervisor’s initials and review date were missing from 3 of the 20 samples. To correct the exception, the Daily Cash Analysis procedures were reviewed with the Accounting Supervisor.

In addition to internal control testing, the EAGLE program also provides a set of performance standards focused on Federal Grants, General Accounting, Procurement, and Student Financial Aid. The College met all of the performance standards.

This item was presented for informational purposes; no action was required.

4. 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. As part of this calculation, a minimum average final compensation (AFC) amount is established before the calculation would apply, which is indexed for inflation each year. The current AFC threshold is \$109,746. This rule as established will only impact a few members of the retirement system. The legislation requires the member's last employer to pay the additional contribution required to fund the member's benefit in excess of the cap.

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 receives monthly reports from the State Treasurer's office identifying members who are close to the AFC threshold. The members identified may or may not actually reach the CBBC at the time of their actual retirement.

At the current time, two members' calculated AFC fall below the minimum threshold established by the State Treasurer. The third member's calculation indicates a potential payout of \$134,820 if the member were to retire this year. We will continue to monitor the calculation in the future.

The report was presented for informational purposes; no action was required.

5. Supplemental State Budget Allocation

Supplemental State Budget Allocations received after the FY 2020-2021 State Budget was finalized.

#1 Adult Education and Family Literacy Sec 225	\$ 9,503
Adult Education and Family Literacy Sec 231	224,025
Regional Trainer	124,715
Customized Training	129,863
Small Business Center - COVID	51,724
Enhancing On-Line Learning - COVID	500,000
Quality Matters - COVID	15,000
BioNetwork	961,056
Career Coach	39,582
Minority Male Mentoring	35,000
Career Counseling and Academic Advisors – COVID	56,080
Virtual Student Tutoring - COVID	83,867
Golden Leaf Scholarships	14,366
Governor's Emergency Education Relief Scholarship - COVID	<u>176,174</u>
TOTAL	\$2,420,955

6. Financial Reports

A summary of expenditures for FY 2019-2020 through August 31, 2020, 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 NCACCT will have input on the State Board's process to select a new North Carolina Community College System President. That concluded his report.

Ms. Peak asked Chair Dancoff if she could address the Board of Trustees; he complied. Ms. Peak relayed that since the COVID-19 pandemic has called a halt to social gatherings, a welcome for Dr. John and Mrs. Robin Hauser had not been held. However, recently the Governor has now advanced North Carolina to Phase III of the COVID-19 restrictions, which does allow gatherings of 35-40 people. Ms. Peak asked the Board if they and their spouses would have interest in moving forward with a cocktail hour held outdoors followed by a sit-down dinner at the Gaston Country Club that would follow social distancing guidelines. They were in favor of the event and felt a Tuesday or Thursday evening at 6 p.m. might work best. Ms. Peak will consult with Ms. Riley, who will assist her with the event, and will discuss dates with the Gaston Country Club. She will send a formal invitation soon. She thanked the Board for their attention.

J. CHAIRMAN'S REPORT / ANNOUNCEMENTS

Chair Dancoff reported that the ACCT Leadership Congress would be taking place this week, and, in fact, he had already attended two sessions. Each attendee will receive their own login with instructions from Ms. Christina Simons with ACCT on how to set up their personal user name and password. Chair Dancoff said it is very easy to select which seminars you wish to attend, they will confirm that registration, and then will even send a reminder for your course.

Chair Dancoff continued saying today's meeting was probably one of the longest, but it was also one of the most exciting. The newly proposed athletics program, the partnership of the Manufacturing Solutions Center and the Textile Technology Center, the new curriculum programs, and the possibilities being explored with the Block Gym in Lincoln are all very progressive. He warmly referred to Dr. Hauser as Hurricane Hauser!

Chair Dancoff thanked the Trustees for their work on the Committees and commented on the great attendance at all of them. He encouraged and welcomed all the Trustees to attend any of the Committee meetings in which they had interest. They just needed to watch for the emails and feel free to attend. The next scheduled Finance/Facilities Committee Meeting will be held November 9, 2020, at 3 p.m. The Campus Affairs Committee meetings are held as needed, and he again said to watch for the email notifications. The next full Board Meeting will be November 16 at 4 p.m.

Chair Dancoff concluded the meeting with a thank you to Ms. Savonne McNeill, Ms. Brittany Wilson, and Ms. Mary Ellen Dillon for their work in setting up the virtual meeting. They were given a round of applause.

Sheriff Cloninger asked to address the Board; Chair Dancoff yielded the floor. The Sheriff asked the Trustees to give Mr. Randy Vinson a round of applause for attending the meeting from his hospital bed, which was somewhere in North Carolina. Mr. Vinson explained he had a heart catheterization but was feeling a lot better. Chair Dancoff thanked Mr. Vinson for his dedication and relayed he will be in everyone's thoughts and prayers. Mr. Vinson was given a round of applause.

K. AJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:44 p.m.

Respectfully submitted,

Sheriff Alan Cloninger, Secretary

Mr. John Dancoff, Chair

Mary Ellen Dillon, Recording Secretary

(College Seal)