

**Minutes of the
Gaston College
Board of Trustees Meeting
Myers Center Auditorium, Section C
November 14, 2022**

Members Present: Mr. John Dancoff, Chair
Judge Jesse Caldwell
Sheriff Alan Cloninger
Mr. Jonathan Fletcher
Dr. Shawnya Gore
Mr. Steve Hall
Ms. Iris Hopper
Ms. Resa Hoyle
Mr. Tom Keigher
Ms. Janie Peak
Mr. Tim Smith
Ms. Julie Stroupe
Mr. Randy Vinson
Ms. Sidney Hare, SGA President

Dr. John Hauser, President
Mr. Carl Stewart, College Attorney

Members Absent: Mr. Steve Huffstetler

Others Present: Ms. Shelly Alman, Mr. Todd Baney, Mr. Brain Bookout, Ms. Lisa Bradley, Ms. Cassidy Branch, Ms. Regan Brown, Ms. Lojoia Coleman, Ms. Jasmine Cox, Ms. Morgan Day, Ms. Erryn deBlois, Dr. Dewey Dellinger, Ms. Michele Domenech, Mr. Shohn Doty, Ms. Jennifer Eppers, Ms. Rebekah Ferguson, Ms. Kristin Kelly, Ms. Joanne Matz, Mr. Gary McDonald, Chief Talmadge McInnis, Mr. Mack Millen, Dr. Jennifer Nichols, Ms. Rein Norton-Small, Ms. Andrea Ortiz, Ms. Julie Ostrowski, Ms. Victoria Perez, Ms. Brittany Prichard, Dr. Audrey Sherrill, Mr. Greg Smith, Mr. Miles Vaughn, Ms. Stefani Vergara-Delgado, Ms. Susan Whittemore, Ms. Patricia Williams, Ms. Tanisha Williams, Dr. Heather Woodson, and Ms. Jodi Zieverink

Chair Dancoff called the meeting to order at 3:01 p.m. and welcomed everyone to the meeting. A quorum was present for the meeting.

- **Invocation – Ms. Peak**
- **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.

Chair Dancoff called on Dr. Hauser for a special announcement and introductions.

Dr. Hauser reminded the Board of the great strides the Intercollegiate Athletics program has made since being approved only twenty-four months ago. He asked Mr. Shohn Doty, Athletic Director, to introduce the Gaston College Women's Cross Country team. Mr. Doty introduced four members of the team who were present: Ms. Rein Norton-Small, Ms. Stefani Vergara-Delgado, and Ms. Victoria Perez. Other members who could not be present are Daisy Aviles, LaBre Elliott, Audrey Krupa Emma Laney, Keren Robleda, and Leah Treat.

A congratulatory round of applause was given to the Women's Cross Country Team, the "Running Rhinos," for taking second place in the regional competition. Mr. Doty also gave special recognition to Victoria Perez who is the Region Ten Runner of the Year and for her qualification in the NJCAA National Cross County Championship. Ms. Perez represented Gaston College on November 12, 2022, in Tallahassee, FL, which made her the first GC athlete to ever compete in a National Championship. Also, congratulations to our Women's Cross Country Coach, Kody Kubbs, who was unable to attend, on a fantastic finish as our first-year coach. The Team made history in women's cross country, in Rhinos' first NJCAA national competition, and first-ever national qualifier.

A. APPROVAL OF THE AGENDA

Chair Dancoff asked if there were any changes, additions, or corrections to the agenda. None were identified.

Mr. Keigher moved to approve the agenda; Ms. Peak seconded the motion. The motion carried.

B. APPROVAL OF THE MINUTES FROM THE SEPTEMBER 26, 2022, BOARD OF TRUSTEES MEETING.

Chair Dancoff presented the Minutes of the September 26, 2022, Board of Trustees Meeting and asked if there were any additions or corrections. No changes were identified.

Mr. Keigher moved to approve the Minutes of the September 26, 2022, Board of Trustees Meeting; Mr. Hall seconded the motion. The motion carried.

C. WELCOME AND INTRODUCTIONS

1. Welcome Guests and Introduce New Employees

Dr. Hauser welcomed everyone to the meeting and recognized Mr. Sid Sowers, Faculty Senate President, who was unable to attend, and Ms. Tanisha Williams, Staff Senate President.

Dr. Hauser invited Ms. Alman, Dr. Dellinger, Mr. Baney, Dr. Dellinger, Mr. Millen, Dr. Nichols, Mr. Smith, and Dr. Woodson to introduce the new employees in their divisions:

Ms. Alman, Vice President for Finance and Operations, introduced:

Ms. Erryn deBlois, Payroll Specialist

Ms. Tina Hinson, Accounts Receivable Specialist

Ms. Molly Keever, Assistant Accounts Payable Specialist

Mr. Baney, Chief of Staff introduced:

Ms. Regan Brown, Membership and Public Affairs Coordinator

Dr. Dellinger, Executive Vice President for Academic and Student Affairs introduced:

Ms. Rebekah Ferguson, Administrative Assistant-Executive Vice President for Academic & Student Affairs

Mr. Millen, Director for Facilities & Plant Operations introduced:

Ms. Lisa Bradley, Housekeeper

Mr. Gary McDonald, Preventive Maintenance Technician

Mr. Miles Vaughn, Electrical Maintenance Technician

Dr. Nichols, Vice President for Educational Partnerships introduced:

Ms. Morgan Day, Academic Advisor

Mr. Smith, Vice President for Economic & Workforce Development introduced:

Ms. Lajoia Coleman, WIOA Youth Specialist

Ms. Jennifer Eppers, Specialist -Work Based Learning and Placement

Mr. John Nicholson, Instructor-Customized Training (Did not attend)

Dr. Woodson, Vice President for Academic Affairs introduced:

Ms. Cassidy Branch, Administrative Assistant to Dean-Health & Human Services

2. Arts and Sciences Division Spotlight

Chair Dancoff welcomed Mr. Brian Bookout, Interim Dean for the Arts and Sciences Division, for a presentation. Mr. Bookout thanked Drs. Hauser, Dellinger, and Woodson for giving him the opportunity of spotlighting the Arts and Sciences Division. He also thanked the Arts and Sciences Associate Deans who came up with the idea for an Arts & Sciences magazine. The purpose of the internal magazine, *Arts and Sciences Review*, Mr. Bookout shared with the Trustees was to recognize their faculty for what they do beyond teaching, such as working in the community, travel, etc. Mr. Bookout introduced the

faculty who were present: Ms. Kristin Kelly, Ms. Susan Whittlemore, Ms. Patricia Williams, Ms. Jodi Zieverink, Ms. Michele Domenech, Ms. Brittney Prichard, and Ms. Joanne Matz.

3. Strategic Plan

Chair Dancoff asked Dr. Dellinger for his presentation on Strategic Planning. Dr. Dellinger relayed that our current Strategic Plan was from 2019 to 2024. That plan was to focus on (1) Commitment to student success & completion, (2) Pathways to programs & partnerships, (3) Enhanced student engagement through learning & social environments (4) Marketing public relations, and outreach, and (5) Organizational and professional development. He further explained reasoning for having the new plan performed internally was to save money, the expertise on campus, previous external groups have provided the same process with similar outcomes (Similarity among initiatives/goals/objectives from 2000 to 2024) and the College will do a similar process this year for our Perkins Comprehensive Needs Assessment (CLNA). Several issues were not adequately addressed in the current strategic plan (e.g., Covid and Diversity, Equity, and Inclusion).

Dr. Dellinger proposes Phase I – Research and Discovery, Phase II – Mission/Vision Evaluation, Phase III – Identify Themes, Phase IV – Draft, Refine, and Review the Plan, and Phase V – Final Plan/Approval. He summarized each phase and shared a timeline of dates for this to be implemented. The Kickoff will be on January 6, 2023, and the Board of Trustees Discussion and Approval is scheduled for September 1, 2023.

A motion was not required due to the proposed Strategic Plan being conducted internally and no request was made for an external proposal.

4. Athletics Budget Overview – Dr. Hauser

Dr. Hauser reported that he, Mr. Baney, and the Business Office worked together on the Athletics Overview and Budget Report provided in the Board materials. He recapped our current student-athlete enrollment, 96 students, and the estimated \$480,000, FTE value, to our State budget. For the fall semester, the overall headcount and enrollment (FTE) have increased with athletics and rebranding making an impact on those numbers.

The 2022-2023 Athletics Budget is divided into Operational Funds, \$906,330, (Student Activity Fees, Campus Access fees, the Rhino Shop, Crash Café, Unrestricted Funds, and Gaston County Funds) and Scholarships/Uniforms/Equipment Funds, \$428,000, (General Fundraising/Special Events, Sims Park & Beach Volleyball Signage, Rhino Club, Website, Mini-Bus Sponsorships, and Athletic Camps). Dr. Hauser explained the revenue generated from each area, projected expenses, and emphasized how sustainable these revenue streams are.

Chair Dancoff added that the Budget and Overview have been presented/reviewed to the Finance Committee two other times. This will be discussed further and voted upon during the Finance (Section H) portion of the meeting. Ms. Peak thanked Dr. Hauser and Mr. Baney for an excellent report.

Chairman Dancoff asked Ms. Peak to cover the Campus Affairs portion of the meeting since she needed to leave early due to another commitment (refer to Section F for the minutes of this report).

D. PRESIDENT'S REPORT

Dr. Hauser referred the Trustees to his report along with the other President Cabinet members' reports provided in their material; he asked Ms. Jasmine Cox, Executive Director of Textile Technology and Fiber Innovation Centers, to present her report. Ms. Cox shared the following:

The Textile Technology Center (TTC) staff has continued to see growth in all areas of sustainability including Hemp Processing, Regenerated Cellulose, Biodegradable Polymers, Mechanically Recycled Materials, and more. Notable Sustainable Products and Clients are Parkdale Mills/Ciclo, Bear Fiber, EVRNU, Circ Technologies, Lenzing, Origin Materials, Material Return, and Unifi.

With several pending retirements, new capabilities, and a new facility the need for staff development is increasing. Gaston College HR is currently assisting in developing a detailed staffing plan, search committee for positions needed, and professional development for remaining staff.

TTC has recently seen a decline in monthly invoicing, and to combat this issue we have developed a customer service survey to assist with business development, planning, trend forecasting, and more. New staff additions will help with the recruitment of new clients and retention of existing ones.

TTC has a Blanket Purchase Order Agreement (BPA) with US Army approved to conduct up to \$250K of research, testing, and product development for the next 3 years; extensions are possible. There are three open projects with the U.S. Army Natick Soldier Research Center

As far as Industry outreach and events, they are involved with are Industrial Fabrics Association International Expo October 2023, Defense Alliance of North Carolina, Southern Textile Association, NC Manufacturing Extension Partnership Networking Day, Gaston Business Assoc. and Johnson and Wales University Student Labs.

E. SGA PRESIDENT'S REPORT

Ms. Sidney Hare, SGA President, presented the SGA report on the SGA activities since the September Board of Trustees meeting with a total of 641 students who participated in all the events held.

- Crash Course - Work-Life Balance
- Rhino Crew Interest Meeting
- Hispanic Heritage Month Virtual Trivia
- Rhino Crew attends Fall Baseball Home Game

- SGA Meeting
- SGA Training for New Senators
- Student Survey "Thank You" Pop-up
- Movie Night – "Coco"
- Crash Course – Domestic Violence Prevention
- National Transfer Student Week Themed Virtual Trivia
- Student Survey "Thank You" Pop-up on-Lincoln Campus
- Club Day "Boo Bash"
- Pep Rally for Women's Cross Country and Men's Basketball
- Rhino Crew attends Rhinos Basketball game
- SGA Meeting

Crash Course Series: Work-Life Balance and Domestic Violence Prevention

SGA has partnered with Counseling and Career Services for the Crash Course Series. Students are able to engage in important life topics while enjoying lunch. The presenters informed students how to make safe decisions and be aware of warning signs for unhealthy situations.

New Senator Trainings

On October 7th and 8th, the new SGA Senators participated in training to learn more about their roles within the SGA as well as how to be effective student leaders. These trainings consisted of many presentations as well as activities to expand on the different ways to get students involved.

Statewide Survey from the N4CSGA and NCCCS

The North Carolina Comprehensive Community College Student Government Association (N4CSGA) in partnership with the North Carolina Community College System Office prepared a survey for the 58 community colleges in order to gather current information from students regarding state issues community college students are facing. Our SGA was able to sponsor two pop-up events to thank the students for participation in the survey as well as encourage students who did not complete the survey to do so.

N4CSGA Fall Conference

On October 13th - 16th, five SGA students and two advisors had the opportunity to attend the North Carolina Comprehensive Community College Student Government Association's Fall Conference.

Club Day "Boo Bash"

On October 24th, the SGA sponsored a Club Day "Boo Bash" event to highlight the different clubs and resources on campus.

GC Discover Open House:

During the GC Discover Open House Event held on October 25th, the SGA was able to set up a Student Development table to give information on the opportunities for students to be involved on their community college campus through the Student Government Association (SGA) and Gaston College clubs and organizations within the Office of Student Life.

Rhino Crew:

The Rhino Crew consists of students interested in attending athletic games and events to help cheer on and support our student athletes. The Rhino Crew currently has 19 students who have completed the interest form and been notified of upcoming athletic games and events. The Rhino Crew attended the October 6th Fall Rhinos Baseball game and the November 2nd Rhinos Basketball game season opener.

Chair Dancoff thanked Ms. Hare for her report.

F. CAMPUS AFFAIRS

Committee Chair Peak thanked the Campus Affairs Committee members who were able to attend the committee meeting prior to the Board of Trustees Meeting.

1. Proposed Sports Media Technology Program (Sports Broadcasting)

The proposed program, Sports Media Technology Program (Sports Broadcasting) was brought on by the tremendous growth in our athletic programs and will coincide with the current Broadcasting program offered at Gaston College. This will provide an opportunity for our students to work, train, and do internships in the Sports Broadcasting area. If approved, this program would be the first Sports Media Technology program in the North Carolina Community College System (NCCCS).

The College's current full-time and part-time Broadcasting faculty will teach the relevant courses within the Broadcasting area, including Sports Media Technology. Dr. Woodson was able to address all of the Committee's questions at the Campus Affairs Committee meeting.

Therefore, upon the recommendation of the Campus Affairs Committee, Ms. Peak moved the Gaston College Board of Trustees approve the Sports Media Technology program as presented.

As this motion comes from Committee, a second was not required. Chair Dancoff asked if there was any further discussion. Sheriff Cloninger asked if the program was limited to announcing. Ms. Peak clarified the program involves technical training in addition to the announcing portion.

The motion carried.

2. Proposed Instructional Service Agreement (ISA) for the Surgical Technology Program

In 2020 the Board of Trustees approved a proposed Surgical Technology program; however, due to opposition from neighboring community colleges during the application period, the College withdrew the application to the North Carolina Community College System (NCCCS).

In the Summer of 2022, the College reapplied and nineteen of the neighboring community colleges agreed that a program at Gaston College would not have an impact on their programs. One college, Central Piedmont Community College (CPCC), still opposed Gaston College's application claiming a potential negative impact on their program.

As a result, the Division of Academic Affairs is requesting permission to enter into an Instructional Service Agreement with Catawba Valley Community College (CVCC) or Cleveland Community College (CCC) if the negative impact claims from CPCC cannot be resolved. This will allow the College to offer Surgical Technology instruction on the Dallas Campus either solely (if a resolution can be reached) or collaboratively (if a resolution cannot be reached). Exiting faculty will be used to teach this program.

Upon the recommendation of the Campus Affairs Committee, Ms. Peak moved the Gaston College Board of Trustees approve an Instructional Service Agreement for Surgical Technology if a resolution to operate this program solely cannot be reached with CPCC.

As this motion comes from Committee, a second was not required. Chair Dancoff asked if there was any further discussion. Sheriff Cloninger asked how the funding would work with the ISA. Dr. Hauser relayed the FTE will be shared by the two institutions, but the courses will be taught on Gaston College's campus.

The motion carried.

3. Proposed change to Policy 4-37, Graduation

The proposed changes to Policy 4-37, Graduation, would be to use the existing technology within Colleagues/Self Service to process and certify students' graduation applications, creating a more efficient, and less manual process. This would simplify the process and take some of the direct work off of the deans. Ms. Peak directed the Trustees to the Policy in their Board materials and asked if there were any questions.

Upon the recommendation of the Campus Affairs Committee, Ms. Peak moved the Gaston College Board of Trustees approve the proposed revision to Policy 4-37, Graduation as presented.

As this motion comes from Committee, a second was not required. Chair Dancoff asked if there was any further discussion. There was none.

The motion carried.

G. FACILITIES

Chair Dancoff called on Chair Smith to provide the Facilities items for review.

1. Campus Beautification Initiative

On October 26, 2022, the Facilities and Finance Committees had a called meeting. The purpose was to review three firms, ColeJenest & Stone, Surface 678, and ESP Associates, and their presentations in response to the College's Request for Qualifications (RFQ) for a Landscape Architecture Master Plan as part of the Campus Beautification Initiative presented as an informational item to the Trustees on August 29, 2022.

The themes of this project include developing a master plan related to exterior spaces, focusing on campus beautification, outdoor learning and gathering spaces, connecting to the community, and inclusion of native and low-maintenance seasonal plants appropriate to the college's outdoor spaces. The college will use the developed master plan to implement the design in a phased approach.

Multiple sources including Foundation donations and Campus Access Fees matched by a Foundation donation will be used to fund this project.

Upon the recommendation of the Facilities Committee, Mr. Smith moved that the Gaston College Board of Trustees approve awarding the landscape architecture master plan to ColeJenest & Stone with ESP Associates and Surface 678 ranking second and third respectively.

As this motion comes from Committee, a second was not required. Chair Dancoff asked if there were any discussions. There were none.

The motion carried.

Chair Dancoff relayed that based on discussions during the Facilities Meeting on October 26, the Board of Trustees should address allowing Dr. Hauser the authority to negotiate a designated amount with the firm on the contractual terms. After some discussion, the following motion was made.

Mr. Fletcher moved that the Gaston College Board of Trustees give Dr. Hauser the authority to negotiate up to \$35,000 on the contractual terms with the Architecture firm for the architecture master plan. Mr. Keigher seconded the motion.

Chair Dancoff asked if there was any further discussion.

The motion carried.

2. Capital Reports

Mr. Millen reported the following:

Fiber Innovation Center

Progress is being made at the Fiber Innovation Center. The erosion control including a retaining wall and back-filling has started on the site. The construction fence is scheduled to be installed next.

Lincoln Campus Space Renovation

The certificate of occupancy was issued by Lincoln County; however, we are waiting for the correction of some emergency lighting issues. Once the corrections have been made, the paperwork requesting the final inspection from the NCCCS can be issued. There has been a delay in getting the final equipment approved for the Esthetics program.

Burn Prop

NCCCS Capital Project form 3-1 has been signed by the Board Chair and Gaston County and submitted to NCCCS for inclusion in the November State Board meeting. In order to be in compliance with the State Construction guidelines for structures larger than 20' x 20', the College must contract with an architect or engineer for this project.

De-Escalation Center

The NCCCS Capital Project form 3-1 has been signed by the Board Chair and Gaston County and submitted to NCCCS for inclusion in the November State Board meeting. The City of Gastonia will be partnering with the College to pave the main road leading into the firing range area.

PTI Ventilation for Welding Shop

Due to a 40-week lead time on equipment, the exhaust fan model and manufacturer were changed. The alternate equipment lead time is five to seven weeks and is scheduled to start after the Thanksgiving break to prevent disruption to class schedules.

These items were presented for informational purposes; no action was required.

H. FINANCE

As Finance Chair Huffstetler was not present, Chair Dancoff called on Dr. Hauser and Ms. Alman to provide the Finance items for review.

1. One-Time Employee Stipend

In 2021, the Gaston College Board of Trustees passed a one-time stipend to staff and faculty to recognize their continued efforts and show appreciation based on the funding the College receives from NCCCS for how the College's performance is measured. Dr. Hauser requested to grant for 2022 a one-time \$1,100 stipend to all salaried employees which includes full-time regular, full-time temporary, and part-time regular employees who were employed with Gaston College on or before July 1, 2022, and remain employed as of November 30, 2022. President Hauser also requested to grant a one-time stipend of \$575 to part-time (adjunct) faculty and part-time staff who were employed with Gaston College on or before July 1, 2022, and remain employed as of November 30, 2022.

The stipend will be awarded in a separate check on November 18, 2022, prior to the Thanksgiving holiday.

Stipend (includes benefits):

Full-time \$449,977 (380 employees)

Part-time \$119,464 (193 employees)

Funding Source:

Performance Based-Funding \$853,006

(\$415,817 was awarded in FY 2021-22 and must be used by FY23 and \$437,189 was awarded in FY2022-23)

Upon the recommendation of the Finance Committee, Chair Dancoff moved that the Gaston College Board of Trustees approve a non-recurring \$1,100 stipend to all salaried employees which include full-time regular, full-time temporary, and part-time regular employees who were employed with Gaston College on or before July 1, 2022, and remain employed as of November 30, 2022, and a non-recurring stipend of \$575 to part-time (adjunct) faculty and part-time staff who were employed with Gaston College on or before July 1, 2022, and remain employed as of November 30, 2022.

As this motion comes from Committee, a second was not required. Chair Dancoff asked if there were any discussions. There were none.

The motion carried.

2. FY 2022-2023 Athletics Budget

Chair Dancoff stated that under Section C-4 of the Meeting Agenda, Dr. Hauser reviewed the FY 2022-2023 Athletics Budget, and funding sources for the operational budget to include student activity fees, campus access fees, the Rhino Shop, the Crash Café, unrestricted funds, and Gaston County funds. The funding source for scholarships, uniforms, and equipment is the Foundation.

Upon the recommendation of the Finance Committee, Chair Dancoff moved that the Gaston College Board of Trustees approve a \$906,330 operational budget for athletics for FY 2022-23 and an additional \$428,000 in expenses for scholarships, uniforms, and equipment.

As the motion comes from Committee, a second was not required. Chair Dancoff asked if there were any discussions. There were none.

The motion carried.

5. Financial Reports

A summary of expenditures for month-end September 30, 2022, for State, Gaston, and Lincoln operating budgets and proprietary accounts in comparison to the previous year were provided for the Board's review and information. Under the State report, Ms. Alman pointed out that Student Affairs is able to begin awarding the Child Care Funds now that the requirements are less restrictive.

This Item was presented for information purposes; no action was taken.

I. REPORT FROM NCACCT

Mr. Vinson relayed that the Search Committee for the NCCCS President has been very active. The NCACCT Chairman, Mr. Grayson Whitt, is a member of the Search Committee.

Chair Dancoff thanked Mr. Vinson for his report.

J. CHAIRMAN'S REPORT / ANNOUNCEMENTS

Chair Dancoff commended and thanked the College's faculty and staff for their dedication and commitment to Gaston College.

1. Over a two-day period, November 1-2, over 900 Lincoln County eighth-grade students visited the College's Dallas Campus. Chair Dancoff will share the results of the survey as soon as they are available.
2. Several trustees attended the Scholarship Legacy Luncheon last week. It was a great time for donors to meet with the students they assist through their scholarships. Students had the opportunity to let the donors know how much their support means to them.
3. Board Self-Evaluation Survey to come out in January. Please be sure to get it completed as this is a very good way to know what is working for the Board and any areas where improvement could be needed.
4. Chair Dancoff reviews with the Board the following upcoming events:
 - January 17th – Next Finance and Facilities Committees Meeting at 3 p.m. in the Myers Center Auditorium, Section B at 3 p.m.
 - January 23rd – Board of Trustees Meeting at 3 p.m. in the Myers Center Auditorium, Section C
 - February 10th – Board of Trustees Retreat, Gaston Country Club, 8 a.m., starts with a full breakfast; the Retreat was originally scheduled on February 17.
 - March 20th – Finance and Facilities Committees Meeting at 3 p.m. in the Myers Center Auditorium, Section B at 3 p.m.

- March 27th –Board of Trustees Meeting at 3 p.m. in the Myers Center Auditorium, Section C

K. ADJOURNMENT

Chair Dancoff asked if there was any further business to come before the Board.

Ms. Stroupe moved to adjourn the meeting; Sheriff Cloninger seconded the motion. The motion carried.

Chair Dancoff adjourned the meeting at 4:33 p.m.

Respectfully submitted,

Julie Stroupe, Secretary

Mr. John Dancoff, Chair

Guyann Howe, Recording Secretary

(College Seal)