

**Minutes of the
Gaston College Board of Trustees
Teleconference Meeting
June 22, 2020**

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

Mr. Stephen Campbell
Sheriff Alan Cloninger (attended remotely)
Mr. John Dancoff, Vice Chair
Ms. Iris Hopper (attended remotely)
Mr. Steve Huffstetler
Mr. Brad Overcash, Chair
Ms. Janie Peak
Ms. Suzanne Riley
Mr. James Smith
Mr. Tim Smith
Ms. Natalie Tindol (attended remotely)
Mr. Randy Vinson (attended remotely)
Ms. Tyazia Herring, SGA President (attended remotely)

Dr. John Hauser, President

Members Absent: Ms. Jennifer Davis, Secretary
Mr. Tom Keigher

Others Present: Mr. Todd Baney, Mr. Jerome Connor, Ms. Cynthia McCrory, Dr. Dewey Dellinger, Ms. Mary Ellen Dillon, Ms. Savonne McNeill, Dr. Audrey Sherrill (attended remotely), Mr. Luke Upchurch, Ms. Brittany Wilson; and Mr. Carl Stewart, College Attorney. The public was invited to listen (remotely) to the meeting as per Open Meetings Law.

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

- **Invocation – Mr. Smith**

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

- The public has access to dial in to this meeting, and the meeting agenda is posted to www.gaston.edu under the "About Us" tab, then "Governance". Attendees may click on the Board of Trustees Meeting Agenda, June 22, 2020 link to follow along with the meeting items.
- 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.

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

Mr. Stephen Campbell, Sheriff Alan Cloninger, Mr. John Dancoff, Ms. Iris Hopper, Mr. Steve Huffstetler, Mr. Brad Overcash, Ms. Janie Peak, Ms. Suzanne Riley, Mr. James Smith, Mr. Tim Smith, Ms. Natalie Tindol, Mr. Randy Vinson, and Ms. Tyazia Herring.

A quorum was present for the meeting.

- **Ethics Awareness and Conflict of Interest Reminder**

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

Mr. Vinson moved to approve the agenda; Ms. Riley seconded the motion. A roll call vote was conducted resulting with 12 yea votes and 0 nay votes. The motion was unanimously approved.

B. APPROVAL OF THE MINUTES FROM THE MAY 18, 2020, BOARD OF TRUSTEES MEETING.

Chair Overcash presented the Minutes of the May 18, 2020, Board of Trustees Meeting and asked if there were any additions or corrections. No changes were identified.

Mr. Campbell moved to approve the May 18, 2020, minutes; Ms. Peak seconded the motion. A roll call vote was conducted resulting with 12 yea votes and 0 nay votes. The motion was unanimously approved.

C. WELCOME/INTRODUCTIONS AND SPECIAL PRESENTATIONS

Chair Overcash announced he was delighted and excited to welcome Gaston College's new president, Dr. John Hauser, to his first Board of Trustees Meeting.

Dr. Hauser thanked the Board for the opportunity to serve Gaston College and began by welcoming everyone to the teleconference meeting along with Ms. Lori Hupp, Faculty Senate President, and Ms. Jasmine Cox, Staff Senate President, who were listening with the public. He relayed that this was the beginning of his fourth week at Gaston College, and he appreciated all the Board members who took the time to meet with him one-on-one. During that time, he learned a great deal about their interests and their expectations of what they hope to see from him going forward.

He then took a moment to extend sincere condolences to Ms. Jennifer Davis and her family in the loss of Mr. Davis. He asked that the Board join him in keeping Ms. Davis' family in their thoughts and prayers.

Dr. Hauser reflected on all the work that had been done prior to his arrival and recognized Ms. Cynthia McCrory for keeping all operations and financials in great order. She had handled the wrap up of the spring semester and moved on to the summer semester, finalized the State budget for the current year, and had secured the 2020-2021 Gaston and Lincoln counties' budgets all while dealing with the COVID-19 pandemic. Dr. Hauser stated he was well aware of what a tremendous amount of work that entailed; the Board gave Ms. McCrory a round of applause.

He also recognized Mr. Todd Baney for his work in preparation and assistance before, during, and after his transition to Gaston College. Additionally, Mr. Baney and his Division had been and were still proactive with their responses to the COVID-19 pandemic and its effect on the College; he regarded their work as outstanding. Also, just recently, Mr. Baney assisted him with the generation and release of a statement to Campus regarding inequality, injustice, and discrimination. Dr. Hauser expressed his gratitude for all Mr. Baney's work.

Dr. Hauser continued with his thanks to the faculty and staff for going above and beyond in their response to the COVID-19 pandemic related to moving the instructional delivery of classes completely online. Instructors had continually kept checking on their students during the transition, which he realized was a big time commitment. Further, he commented that all the functions and operations of the College in response to the pandemic have been tremendous. He felt it had really shown what the College could do in a different way and what it may do in the future in a different way. He especially noted and thanked the IT department who were assisting with this virtual Board meeting and for making hundreds of online instructional courses and various technology options available for the College and its students.

D. PRESIDENT'S REPORT

Dr. Hauser relayed to the Board news and information from his first three weeks on Campus:

- Successes! – Dr. Hauser noted some successes to the Board; two percent growth in the spring semester and eight percent growth in the summer semester. He thanked and complimented the faculty and staff noting that this had occurred even with the transition to a completely online format. He further acknowledged all of Gaston College for supporting each other during this instructional transition.

Dr. Hauser also relayed that the Basic Law Enforcement Training (BLET) program celebrated a 100% pass rate on their recent certification exam. This had been

accomplished even though some of the hands-on and face-to-face training had to be improvised online.

- First Week on Campus – During the first week at Gaston College, Dr. Hauser took the opportunity to walk the Dallas, Lincoln, and Kimbrell Campuses with the Executive Council team. At each one, the leadership team had explained which programs were held there and provided important relevant history.

Dr. Hauser also met with Dr. Lory Morrow, Superintendent of Lincoln County Schools, and Dr. Jeff Booker, Superintendent of Gaston County Schools, in an introductory capacity. The collaborations and partnerships between Gaston College and the Lincoln and Gaston counties' schools are important and serve as valuable resources for the College's students.

During the next few months, Dr. Hauser would like to meet with the administrators for the Gaston and Lincoln counties' private and Christian schools, and home schools, too.

- Textile Technology Center (TTC) – On Wednesday, June 3, Dr. Hauser met with Mr. Sam Buff, Director of the TTC, Dr. Garrett Hinshaw, President of Catawba Valley Community College, Mr. Dan St. Louis, Director of the Manufacturing Solutions Center (MSC), and Mr. Todd Baney, VP for Administrative Services for an in-depth overview of the two operations. The meeting provided an occasion to discuss possible regional partnerships with a focus on creating jobs in North Carolina, sharing of services and technology, encouraging entrepreneurship, which would all promote economic prosperity.
- Gaston County Commissioners Budget Meeting – The Gaston County Board of Commissioners received the proposed FY 2020-2021 Gaston County Budget at its May 26, 2020, Regular Meeting. The Commissioners met June 9, 2020, to receive citizen comment on the proposed FY 2020-2021 Gaston County Budget and to consider adoption of the Budget. It was approved. The College is very grateful to Commissioner/Trustee Keigher for his stalwart advocacy on Gaston College's behalf.
- Leadership Team Meeting – Dr. Hauser will meet with his Leadership Team on June 23, 2020, to discuss plans for the fall semester related to instruction and operations.
- NCCCS Office Survey – The College has recently completed a 25-question survey titled *Fall Pandemic Planning Survey* for the System Office related to procedures, protocols, and policies enacted during the COVID-19 pandemic. This will help all 58 North Carolina community colleges be aware of current strategies and best practices that could be used during fall 2020.
- Budget Update – During the NC Association of Community College Presidents call on June 17, Dr. Hauser learned that Enrollment Growth Funding looks promising; it amounts to \$41.5 million statewide for community colleges and includes CIHSs funding for one year. He encouraged the trustees to reach out to our local elected officials and legislators to lobby on this item for community colleges.
- CARES Act Funding – Gaston College has currently used \$370,000 of its allotted \$1.25 million budget designated to student aid. Additionally, of the \$1.25 million budget designated to institutional costs associated with significant changes to the delivery of

instruction, Gaston College has currently used \$114,000. Dr. Hauser added that meetings will be scheduled to strategize effective use of the funding to enhance IT capacity, train faculty and staff to operate effectively in a remote learning environment, and expand support for students.

- Cybersecurity – Dr. Hauser had received a call from the president of Fayetteville Technical Community College, Dr. Larry Keen, regarding a partnership with Gaston College related to a cybersecurity program. Dr. Hauser had been in contact with Senator Harrington and Representative Saine regarding a special appropriation that would come to Gaston College as a partnership through Fayetteville Tech. Fayetteville Tech would develop a cybersecurity curriculum to help start the program at Gaston College.

In the State of North Carolina, there are 20,000 job openings in cybersecurity and 9,000 openings in the College's service area. Jobs in cybersecurity start at \$60,000 a year for certificate earners, rising to \$100,000 for those who have earned a two-year associate degree. The legislature would like to tie cybersecurity to manufacturing and how local manufacturing is being infiltrated and intellectual property stolen. They also want to tie it to healthcare and financial institutions. With Gaston College's Center for Advanced Manufacturing, its link to the financial institutions in Charlotte and locally, and its strong healthcare programs, it would be a great opportunity. More information will be coming in the future.

Chair Overcash thanked Dr. Hauser for his report and stated he was not surprised so much had been covered during his first three weeks.

E. SGA PRESIDENT'S REPORT

Ms. Herring, SGA President, gave the following update on SGA activities since May 18, 2020. The report in its entirety can be found in the Board meeting packet.

- Face Masks for Students - In promoting safe practices to minimize the spread of COVID-19, the Office of Student Life purchased cloth face masks and disposable masks for students. As of June 15, 2020, 545 face masks have been distributed to students attending summer classes on the Dallas and the Lincoln campuses.

Chair Overcash thanked Ms. Herring for her valuable service to the Board during the last year.

F. CAMPUS AFFAIRS

Chair Overcash clarified that due to the Coronavirus pandemic the Campus Affairs, Facilities, and Finance Committees meetings were not held prior to the full Board meeting, and the items to be reviewed in those sections had not been previously vetted.

He also asked the Board to join him in remembering Ms. Jennifer Davis (Chair of the Campus Affairs Committee) and her family in their prayers as the family deals with the loss of Mr. Fred Davis, her husband.

Chair Overcash commented that even though the Committee did not meet, Ms. Davis had discussed this policy previously with Mr. Baney, and she had recommended bringing it forward to the Board.

Chair Overcash called on Mr. Todd Baney to guide the Board through the explanation related to the revision of Policy 7-5 Electronic Signature.

1. Revision of Policy 7-5 Electronic Signature

Mr. Baney relayed that the College has had Policy 7-5 Electronic Signature since 2010.

As a result of the COVID-19 pandemic, the revision of Policy 7-5 Electronic Signature will broaden and further support and permit the use of electronic signatures while ensuring that the methods used are practical and secure, balances risk and cost, streamlines administrative processes, and increases efficiency of transactions that require authorization by signature.

The revised policy complies with the Electronic Commerce Act ("ECA") and conforms with rules adopted by the North Carolina Secretary of State.

The revised policy will specifically allow College departments to adopt appropriate and compliant document-driven workflows and processes to be supported by electronic signature.

The recommended revision of this policy is based on research of similar policies adopted by other NC Community Colleges and has been reviewed by the College's Executive Council, College Attorney, and the College's Policy Review Committee, which is comprised of a cross-functional College team. Mr. Baney specifically thanked Ms. Savonne McNeill and the IT department for all of their preliminary research to assist in updating this policy.

Mr. Campbell moved that the Gaston College Board of Trustees approve Policy 7-5 Electronic Signature as presented; Ms. Peak seconded the motion. A roll call vote was conducted resulting with 12 yea votes and 0 nay votes. The motion was unanimously approved.

G. FACILITIES

Chair Overcash asked Mr. Dancoff, Chair of the Facilities Committee, to guide the Board through the Facilities Item for review.

1. Capital Reports

Veterinary Medical Technology Facility

Ms. McCrory reported that on June 19, 2020, the College received the temporary Certificate of Occupancy for the building. The contractor is currently working on punch-list items, and the expected completion date is mid-July 2020. The furniture for the classrooms should arrive in a couple of weeks and preparations are underway to move the major equipment from the old veterinary space to the new building.

Lincoln Campus Space Renovation

The Board of Trustees voted to proceed with the specified project scope and budget on May 18, 2020. However, some fine tuning is taking place regarding the budget and which programs will occupy the space. Updates regarding that information will be coming to the Board at the next meeting.

Firing Range Cover

Lighting has been installed and the foundation for the control building has been poured. The estimated completion date is June 30, 2020.

H. FINANCE

Chair Overcash asked Mr. James Smith, Chair of the Finance Committee, to guide the Board through the Finance Items for review.

1. FY 2020-2021 State Budget Update

The N.C. State Legislature convened for their short session on April 28 to consider the FY 2020-21 state budget, with plans to adjourn by the end of June. Due to the economic impact of COVID-19, no new recurring state funds are available. Bills with significant importance to community colleges include:

- SB 816 would fund community college enrollment growth, the system's number one budget priority, with nonrecurring funds from the Coronavirus Relief Fund. Senator Harrington is one of the bill's sponsors. House Appropriations has added provisions to authorize and fund eight new cooperative innovative high schools for the 2020-21 year (nonrecurring funds), including the Gaston Early College of Medical Sciences High School. The bill has passed the House and is back to the Senate for concurrence in the House changes. *Impact on Gaston College: This bill would result in \$840,604 in enrollment growth funding for Gaston College and would authorize the new medical science early college high school on the Kimbrell Campus.*
- A bill in the House (HB 1066) would also provide funding for community college enrollment growth and provide \$62 Million for a 5% community college salary increase. HB 1066 was referred to the House Appropriations Committee.
- There are three separate capital (bond) bills under discussion, two in the House and one in the Senate, that would provide varying amounts of capital funding to community colleges. *Impact on Gaston College: All three of these bills would potentially provide additional capital funding to Gaston College. The amount is unknown.*
- There are House and Senate bills (HB 1120 & SB 778) to designate all community colleges as "Hunger Free Campuses" and appropriate \$100,000 (recurring funds) to each community college campus to support food distribution on campus. These bills have been referred to the House and Senate Appropriations committees. *Impact on Gaston College: This bill would provide \$100,000 in funding to support our campus food pantry.*

- HB 463 would allow the resumption of offering associate degree programs in state prisons. This bill has passed Senate Education/Higher Ed, and has been referred to Senate rules. *Impact on Gaston College: More FTEs earned from students in prison.*

This item was presented for the Board’s information and review.

2. FY 2020-2021 County Budgets Update

2020-21 Gaston County Budget Update

The Gaston County Board of Commissioners met on June 9th and unanimously approved the FY 2020-21 county budget.

Gaston College requested \$5.8 million in operating funds from Gaston County, a \$190 thousand increase over FY 2019-20. This increase was slated to cover \$90 thousand for utilities and the addition of a housekeeper for the new Veterinary Technology facility, plus the state mandated increases for retirement and health rates and a 2% salary increase. The approved county budget included a net reduction of \$9,406 to Gaston College’s operating budget when compared to FY 2019-20. The County Manager recommended a \$100k reduction, but that was offset by approved funding of \$90k for the utilities and housekeeper for the new Veterinary Technology facility.

The recommended capital funding level for Gaston College will remain at the historical level of \$697,259.

The County will review their revenue position at mid-year with the hope that the revenue position will be better than forecast, and that they would then be able to allocate additional funding at that time.

We recognize and appreciate the advocacy of Trustee Keigher on behalf of the College, and all of the trustees who advocated on behalf of Gaston College.

2020-21 Lincoln County Budget Update

Dr. Patricia Skinner, Dr. John McHugh and Ms. Cynthia McCrory met with County Manager Kelly Atkins and his staff on Thursday, Feb. 12th, to discuss the 2020-21 Gaston College budget request.

The County Manager’s budget, as presented to the Lincoln County Commissioners, includes partial funding of the College’s budget request:

	2020-21	2020-21	2019-20	
	Budget Requested	Manager’s Recommended Budget	Approved Budget	Percentage Increase
Operating	\$268,488	\$259,954	\$226,328	14.9%
Capital	50,000	30,000	30,000	0%

Due to the impact of COVID-19 on county revenues, the availability of capital funds is delayed until after January 1, 2021.

The Lincoln County Board of Commissioners unanimously approved the County Manager's budget with no changes at their June 15th meeting.

3. Supplemental State Budget Allocations

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

#10	Customized Training	\$ (5,051)
	Small Business Center	51,724
	Career Counseling	58,579
	TOTAL	\$105,252

4. Financial Reports

A summary of expenditures for FY 2019-2020 through May 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 had recently met virtually; forty-eight of the community colleges had participated in the meeting. At the meeting, the budget for the upcoming year was approved and officers for the NCACCT Executive Board were elected. Mr. Vinson had served last year as Immediate Past Chair and will now rotate off the Board. He encouraged the trustees to continue to support the NCACCT and attend the seminars they offer. He said it had been a wonderful experience for him to serve on its Board and was grateful for the support Gaston College's Board had shown him.

Chair Overcash thanked Mr. Vinson for his report and added that Mr. Vinson had been head of the Nominating Committee for the NCACCT Board Officers and all his recommendations had been unanimously approved. Chair Overcash added that all his efforts with the NCACCT were appreciated.

Chair Overcash recognized Dr. Hauser who added his thanks and appreciation for Mr. Vinson's service on the NCACCT Board. He then relayed to the Board that NCCCS President, Peter Hans, would be leaving as he had recently accepted the position as president of the UNC System. He begins the position on August 1, 2020, and then over the next six months the NCCCS System will conduct its search for a new president. Chair Overcash added that President Hans had done a great job for our System and is wished the very best.

J. CHAIRMAN'S REPORT / ANNOUNCEMENTS

1. Appointment of New Foundation Board Members

Pending Board of Trustees approval, the following individuals agreed to serve on the Gaston College Foundation Board of Directors:

Mr. John Lowery - Reappointment

An alumnus of Gaston College and a long-time supporter, Mr. John Lowery is the managing partner of the Lowery Financial Group. Mr. Lowery has been an instrumental community leader in both Gaston and Lincoln Counties and has been involved in numerous civic and social organizations. Mr. Lowery is nominated to serve a four-year term.

Reverend Dr. Joan Martin – New Appointment

Reverend Martin serves as the Chaplain of Covenant Village and has been a consistent supporter of the Gaston College Foundation over the past six years. In addition to her service at Covenant Village, she is actively involved in leadership roles for numerous religious and civic Organizations. She has served three churches as Associate Pastor and Head of Staff. Reverend Martin is nominated to serve a four-year term.

Mr. Rob Pearson – New Appointment

Mr. Pearson works for Pearson Properties, a full-service real estate development and brokerage firm located in Gastonia. Pearson Properties and the Pearson family have been devoted supporters of Gaston College for many years. Mr. Pearson is being nominated to serve a four-year term.

Ms. Rosalind Welder – New Appointment

Ms. Welder is an alumna of West Lincoln High School and Appalachian State University. She was the previous Dean of the Lincoln Campus at Gaston College, serving the College for 11 years. Ms. Welder has been involved in numerous community organizations since her retirement. In 2014, she was awarded the 2014 Lincoln County "Woman of the Year" award. Ms. Welder is nominated to serve a four-year term.

Ms. Riley moved that the Gaston College Board of Trustees approve the reappointment of Mr. John Lowery and the appointment of Reverend Dr. Joan Martin, Mr. Rob Pearson, and Ms. Rosalind Welder to serve on the Gaston College Foundation Board of Directors as stated above; Mr. Huffstetler seconded the motion. A roll call vote was conducted resulting with 12 yeay votes and 0 nay votes. The motion was unanimously approved.

2. Meeting Schedule

Chair Overcash stated there would not be any Board Committee meetings or a full-Board meeting in July unless business dictates its necessity and asked the Trustees to be sure to review the other announcements.

3. Trustee Appointment Update

Chair Overcash provided an update on an appointment to the Board. The Gaston County Board of Education has selected Ms. Julie Stroupe as a new appointment to the Board. The College has not yet been notified of the appointments from the Governor's Office, the Gaston County Board of Commissioners, or the Lincoln County Board of Commissioners.

4. Confirmation of Nominating Committee for 2020-2021 Board Officers.

Chair Overcash then announced that he had asked Ms. Natalie Tindol, Mr. Steve Huffstetler, and Sheriff Alan Cloninger to serve on the Nominating Committee for 2020-2021 Board Officers; Ms. Tindol will serve as Chair of the Committee. At the Board Meeting in August, they will bring forward their recommendations.

K. AJOURNMENT

There being no further business to come before the Board, Chair Overcash adjourned the meeting at 4:58 p.m.

Respectfully submitted,

Jennifer P. Davis, Secretary

Mr. Bradley Overcash, Chair

Mary Ellen Dillon, Recording Secretary

(College Seal)