

**Minutes of the  
Gaston College CALLED Board of Trustees  
Teleconference Meeting  
December 16, 2020**

**Members Present on the Teleconference:**

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

Dr. John Hauser, President

**Members Absent:** Mr. Tom Keigher

**Others Present:** Ms. Shelly Alman, Mr. Todd Baney, Mr. Sam Buff, Dr. Dewey Dellinger, Ms. Mary Ellen Dillon, Ms. Renita Johnson, Mr. Joshua Mays, Ms. Savonne McNeill, Ms. Stephanie Michael-Pickett, Ms. Jennifer Phillips, Dr. Audrey Sherrill, Mr. Greg Smith, Mr. Darren Stewart, Mr. Luke Upchurch, Dr. Heather Woodson; 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 4:00 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](http://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.

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

Chair John Dancoff, Sheriff Alan Cloninger, Ms. Jennifer Davis, Mr. Steve Hall, Ms. Iris Hopper, Ms. Resa Hoyle, Mr. Steve Huffstetler, Ms. Janie Peak, Ms. Suzanne Riley, Mr. Tim Smith, Ms. Julie Stroupe, Ms. Natalie Tindol, Mr. Randy Vinson, and Ms. Najira Davis.

- **Invocation – Mr. Hall**
- **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; Mr. Hall seconded the motion. A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion was approved.**

#### **B. CAMPUS AFFAIRS**

Chair Dancoff relayed that the Campus Affairs Item was vetted earlier in the Committee meeting, and he then called on Ms. Jennifer Davis, Chair of the Campus Affairs Committee, to bring forward the item under consideration. Ms. Davis stated that the reason this was being brought forward now was due to a change in the SACSCOC substantive policy as of January 1, 2021, which will impact the start-up of new programs.

Committee Chair Davis called on Dr. Dewey Dellinger to guide the Committee through the program for their review and approval.

Dr. Dellinger explained that the Central Sterile Processing program was basically designed to teach students how to sterilize surgical equipment and other medical equipment and to distribute that surgical equipment to surgical centers in such a way they remained sterilized. This program will complement Gaston College's Surgical Technology program and microbiology courses. The Health and Human Services division is excited about the implementation of this program as it includes simulation, and the College has a simulation

center, which will allow the students to experience a variety of situations related to cleaning the surgical utensils. Dr. Dellinger then called on Dr. Heather Woodson to further explain why the program was being brought forward today and other program related specifics.

### **1. Proposed Central Sterile Processing Program**

Dr. Woodson relayed that the College must submit a substantive change prospectus when initiating certain changes identified by our regional accrediting agency, the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). SACSCOC is changing its substantive change process beginning January 1, 2021. Submitting the following new program request to SACSCOC by the January 1 deadline would greatly benefit the college by allowing it to operate under the current substantive change procedures, which are less burdensome and costly. She added that, if the program were approved by the Board at the meeting, the Substantive Change documents would be put in the mail immediately.

The Central Sterile Processing program is a certificate program consisting of three courses that are meant to be taken concurrently. It is designed to prepare individuals for the field of Sterile Processing and Central Service Supply, and is set up as a 12 (minimum) to 18-hour program. The program will help students develop the skills necessary to properly disinfect, prepare, process, store, and issue supplies, instrumentation and equipment for patient care. Additionally, students will learn to operate sterilizing units and monitor effectiveness of the sterilization process in a clinical setting in a hospital. Another portion of the program will relate more toward job skills and will focus on resume building and mock interviews.

An additional six hours can be added to the 12-hour minimum course, and those course hours can come from work-based learning, biology, or computer science. Graduates will be eligible to take the Certification Board for Sterile Processing and Distribution, Inc., "Sterile Processing and Distribution Technician Exam," earning the title of Central Sterile Processing and Distribution Technician (CSPDT). Employment opportunities include surgery centers and central sterile processing departments in hospitals. According to local employment data, average wages for Gaston and Lincoln counties is \$30,800, and the ten-year projected growth rate is positive.

In addition to being a stand-alone program, this program would tie in with the Surgical Technology Program for which the College has applied to the State. It would complement the surgical technology program by allowing completers the opportunity to earn an additional credential to increase their employability.

CaroMont asked the College to consider offering this program and indicated that it is a hard to fill area for them. Currently there are 68 job openings locally in this field. According to CaroMont, there are few programs and even fewer that offer a clinical opportunity; CaroMont is able to provide the clinical opportunity. They indicated that this could also cover supply distribution and materials management. The program would also act as a gateway to the Surgical Technology program for students.

The College has external support for this certificate program from the local school systems in Gaston and Lincoln counties, and survey data showed interest among high school

students. Both school systems have a strong focus on career and technical education to support local agencies, and both have expressed the desire to offer this certificate through Career and College Promise dual enrollment opportunities.

The College would hire a part-time faculty member to teach in this area, one who already has certification in the Central Sterile Processing. That person would be supervised by the program coordinator for the Surgical Technology program, since they are very closely related.

Ms. Davis relayed that the Committee had inquired about the implication to the budget and was reassured that the program would have a low impact on the budget, but would allow a good FTE return. Ms. Davis then asked Dr. Dellinger if he had any additional comments about the program, and he added that this program could also be part of the apprenticeship program.

**Ms. Davis entertained a motion to approve the Central Sterile Processing Program as Presented. Ms. Peak made the motion; Ms. Riley seconded the motion. A roll call vote was conducted with 13 yea votes and 0 nay votes. The motion carried.**

Committee Chair Davis thanked the Committee, the faculty and staff, and in particular Dr. Dellinger and Dr. Woodson, for all their work to bring the program forward. She was appreciative of the fact that the program would be able to meet the January 1, 2021, deadline for SACSCOC approval. Chair Dancoff added his thanks to the Committee and Ms. Davis for their work.

## **C. FACILITIES**

Chair Dancoff called on Facilities Committee Chair Cloninger to present the Facility Item for review. In the Board packet, this item had been brought to the Board as an information item; however, when the Facilities Committee met, they had determined a Committee vote was needed to approve the item. The Item was then considered an Action Item and submitted to the full Board for their review and approval.

### **1. Sign Replacement Update-Dallas Campus**

In February, the Board of Trustees approved replacing the electronic sign facing U.S. 321 and to refurbish and upgrade the two monument-style Gaston College signs on campus (at Dallas-Cherryville Highway entrance and on Tower Boulevard).

The preliminary cost estimate for the electronic sign was between \$75,000 - \$100,000. The cost of refurbishing the monument-style signs was not yet defined.

The bid for replacing the electronic sign came in much lower than expected. Project funding allows for the two monument-style signs to be replaced instead of refurbished. The Dallas-Cherryville sign will be replaced with an electronic sign and the Clock Tower sign will be replaced with a masonry base, precast sign similar to the one at the traffic circle.

Sign Systems Inc. quoted \$116,522 to demolish and install three new signs.

**Project #1 Electronic Sign on Hwy 321  
\$51,290**

Remove and scrap the existing sign and masonry base. Provide new masonry base with black aluminum reveal. Install a two-sided, 4'8" x 9'5", Daktronics Galaxy Outdoor Electronic Message Center capable of producing 281 trillion colors and 64 lines.

**Project #2 Replace Monument-style Sign on Dallas-Cherryville Highway  
\$47,992**

Remove and scrap the existing sign and masonry base. Provide new masonry base. Install a two-sided, 3'8" x 8'1", Daktronics Galaxy Outdoor Electronic Message Center capable producing 281 trillion colors and 60 lines.

**Project #3 Replace Monument-style Sign at Clock Tower  
\$17,240**

Provide and install new masonry base and precast sign to closely resemble the masonry and sign at the traffic circle.

Gaston County Capital funds will be utilized for this project.

**Upon the recommendation of the Facilities Committee, Sheriff Cloninger moved that the Gaston College Board of Trustees approve the installation of two electronic signs and one masonry base, precast sign at the cost of \$116,522. As this motion was brought from Committee, it would not need a second.**

Chair Dancoff inquired if there was any discussion needed about this item. A question was asked as to when the signs would be completed. At this time, Ms. Alman responded she did not know. Dr. Hauser, however, referenced the project quote which listed project completion expectancy as from eight to ten weeks. Another question was asked whether the College had received other quotes for the signs. Ms. Alman said, yes, as the project had been submitted out for bids and had received several.

**A roll call vote was conducted resulting with 13 yea votes and 0 nay votes. The motion carried.**

**D. AJOURNMENT**

Chair Dancoff thanked everyone for attending and asked if anyone would like to add any comments. Mr. Vinson asked to address the Board; Chair Dancoff complied. Mr. Vinson relayed that earlier a notice had been set out regarding NCACCT Trustee Legislative Connections. The NCACCT Executive Board has asked that a database be developed of Trustees who are "connected" and have relationships with members of the NC House and Senate and could promote systemwide legislative priorities developed by the NCACCP. Dr. Hauser had not seen the notice, but would follow-up and get back to Mr. Vinson about that. Chair Dancoff thanked Mr. Vinson for his comments.

Chair Dancoff then took a moment to congratulate Dr. Hauser, Mr. Sam Buff, and the Textile Technology Center (TTC) as the signing of the partnership agreement to join the TTC with Catawba Valley Community College's Manufacturing Solutions Center to form the Manufacturing and Textile Innovation Center had taken place Tuesday, December 15, 2020. It was a great historical event of which he was honored to be a part.

There being no further business to come before the Board, Chair Dancoff adjourned at the meeting at 4:23 p.m.

**Respectfully submitted,**

**Sheriff Alan Cloninger, Secretary**

**Mr. John Dancoff, Chair**

**Mary Ellen Dillon, Recording Secretary**

**(College Seal)**