

**Minutes of the
Gaston College
Board of Trustees Meeting
Kimbrell Campus, KCC 118
May 23, 2022**

Members Present: Judge Jesse Caldwell
Sheriff Alan Cloninger, Secretary
Mr. John Dancoff, Chair
Ms. Jennifer Davis, Vice Chair
Mr. Jonathan Fletcher
Mr. Steve Hall
Ms. Resa Hoyle
Mr. Steve Huffstetler
Mr. Tom Keigher
Ms. Janie Peak
Mr. Tim Smith
Ms. Julie Stroupe
Mr. Randy Vinson

Dr. John Hauser, President

Members Absent: Ms. Iris Hopper
Mr. Joseph Wittmer, SGA President

Others Present: Ms. Shelly Alman, Mr. Todd Baney, Mr. Sam Buff, Ms. Katie Chick, Dr. Dewey Dellinger, Ms. Mary Ellen Dillon, Ms. Dana Hellard, Ms. Guyann Howe, Ms. Meagan Lingerfelt, Chief Talmadge McInnis, Mr. Mack Millen, Dr. Jennifer Nichols, Ms. Monica Okon, Mr. Rama Olson, Ms. Julie Ostrowski, Ms. Alisa Roy, Mr. Calvin Shaw, Dr. Audrey Sherrill, Mr. Luke Upchurch, Ms. Rena Watkins, Ms. Tanisha Williams, Ms. Devonda Witherspoon, Dr. Heather Woodson; and Mr. Carl Stewart, College Attorney.

Chair Dancoff called the meeting to order at 3:03 p.m. and welcomed everyone to the meeting. A quorum was present for the meeting.

- **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.

Ms. Stroupe moved to approve the agenda; Ms. Hoyle seconded the motion. The motion carried.

B. APPROVAL OF THE MINUTES FROM THE MARCH 28, 2022, BOARD OF TRUSTEES MEETING.

Chair Dancoff presented the Minutes of the March 28, 2022, Board of Trustees Meeting and asked if there were any additions or corrections. No changes were identified.

Ms. Peak moved to approve the Minutes of the March 28, 2022, Board of Trustees Meeting as presented; Judge Caldwell 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 Ms. Tanisha Williams, Staff Senate President. Mr. Sid Sowers, Faculty Senate President, was not present.

Dr. Hauser invited Ms. Alman, Mr. Baney (for Mr. Smith), and Dr. Woodson to introduce the new employees in their divisions:

Ms. Alman, Vice President for Finance and Operations, introduced:
Ms. Dana Hellard, Bookstore Assistant/Event Sales Associate

Mr. Baney, for Mr. Smith-Vice President for Economic and Workforce Development, introduced:
Ms. Amy Butler, Assessment/Retention Specialist – Life Skills (Did not attend.)
Ms. Susan Kaple, BioNetwork – Career Development Coordinator (Did not attend.)
Ms. Devonda Witherspoon, WIOA Youth Specialist – Life Skills

Dr. Woodson, Vice President for Academic Affairs was absent so Dr. Dellinger introduced:
Ms. Katie Chick, Instructor – Nursing, 9-month
Ms. Monica Paige Okon, Instructor – Nursing, 9-month
Ms. Rena Watkins, Administrative Assistant/Welcome Desk Receptionist – Lincoln Campus

2. Organizational Development (Diversity, Equity, and Inclusion) Presentation – Mr. Todd Baney, Dr. Heather Woodson, and Dr. Audrey Sherrill

Mr. Baney began the presentation referring to the handout that had been distributed related to Organizational Development (Diversity, Equity, and Inclusion-[DEI]). He

explained that today Dr. Woodson, Dr. Sherrill, and he would present what he saw as the beginning of a strong College foundation related to diversity, equity, and inclusion. He stated they would share with the Board some of the activities and services currently in place, and they are building on, devoted to establishing and promoting diversity, equity and inclusion.

Dr. Audrey Sherrill informed the Trustees about the Multicultural Affairs Committee (MAC), which had been a part of the College since 2003. She is the liaison for the Executive Council to the Committee and talked of the many programs, activities, and events sponsored by the group, which were listed on the handout. She then discussed actions the Student Affairs Division had undertaken to review all activities, accessibility/disability services, the Veteran's Center services, student clubs (True Colors and Men of Excellence), and publications to ensure students felt a sense of belonging and acceptance at the College.

On the academic side, Dr. Heather Woodson relayed information on the many programs and initiatives in Academic Affairs to enhance the student experience thereby increasing credential attainment. They continually work to close equity gaps, which helps to dismantle barriers to student access and success. Some of those programs and/or initiatives include: Achieving the Dream, Perkins V Career and Technical Education Grant, North Carolina Guided Pathways to Success, the Southern Association of Colleges and Schools Commission on Colleges, and Racial Equity for Adult Credentials in Higher Education (REACH).

With regard to the Human Resources and Organizational Development department, Mr. Baney stated several DEI related initiatives are underway. All policies are being reviewed, a "College of Choice" project is underway, updating of the new hire onboarding / orientation program has begun, and a new inclusion statement is being incorporated into talent acquisition ads and advertising. DEI definitions are being refined, and an "Overarching People Strategy" is being developed. The College's marketing and outreach via social media content and images is also under scrutiny to be totally compliant with Web Content Accessibility Guidelines. The College's involvement with NJCAA further establishes its commitment to the core values of DEI in intercollegiate athletics.

As there was a lot of information in the handout that couldn't be thoroughly explained in just ten minutes, Mr. Baney encouraged the Trustees to feel free to reach out with any questions they had. Chairman Dancoff and Dr. Hauser thanked the group for their report.

D. PRESIDENT'S REPORT

Dr. Hauser's activities, since the March 28, 2022, Board of Trustees meeting, were provided in the Board packet. Also, in the Board packet were reports from the Executive Vice President for Academic and Student Affairs and Vice Presidents/Administrators for Economic and Workforce Development; Finance and Operations; Human Resources, Organizational Development, and Safety; the Foundation; and the Textile Technology Center.

Capital Project – Dr. Hauser distributed to the Trustees a copy of a letter he had recently sent to the College’s legislative delegation relaying pertinent Gaston College health sciences needs and letters of support from Gaston County Schools, CaroMont Health, and Gaston County related to the Health Science Education and Simulation Center capital project. This project is a 95,000 square foot addition to the DBC Health Institute building, which was first discussed with the delegation at the Legislative Breakfast in March. Dr. Hauser encouraged the Trustees to reach out to the legislators in an effort to let them know how important this project will be to the community and College. As this project includes Cleveland Community College and Catawba Valley Community College, this will be a regional project. Our legislators need to know how far-reaching and helpful it will be to many citizens / communities in North Carolina. Dr. Hauser added that an architect is currently working on a rendering of the project, which Dr. Hauser hopes to have soon. For their convenience, Ms. Dillon will send the Trustees a listing of our local delegation detailing their contact information.

NCSU Partnership – Gaston College’s partnerships with NCSU continue to grow. Dr. Hauser asked Trustees to hold time on their calendar on June 24, at 9:30 a.m., for a workforce development announcement in the Myers Center.

Senior Night Information Session / Gaston College Open House - The Senior Night Information Session / Gaston College Open House took place on March 29, 2022. Over 130 pre-registrations and 80 attendees participated.

NCACCT Law/Legislative Seminar - The NCACCT Law/Legislative Seminar took place in Raleigh, on March 30 to April 1, 2022, which included several informative sessions. Attending with Dr. Hauser were, Chairman Dancoff, Judge Caldwell, Sheriff Cloninger, Mr. Fletcher, Ms. Hopper, Ms. Hoyle, Mr. Keigher, Ms. Peak, Ms. Stroupe, and Mr. Vinson.

Gaston College Employee Appreciation Event - Gaston College held its annual Employee Appreciation Event on April 7, 2022, with a luncheon and program to honor its employees.

World Affairs Council of Charlotte (WACC) Visit with the Chinese Embassy’s Minister Xu Xueyuan - The WACC hosted an event on March 12, 2022, in Charlotte, for business and educational associates to discuss with Minister Xu and her associates, who are diplomatic representatives of China, ways to form and explore a cooperative business-to-business relationship on a non-partisan basis.

Gaston College Alumni Speakers Series - The Gaston College Alumni Speaker on March 31, 2022, was Mr. Chris Elmore. Mr. Elmore, a Gaston College Alum, is a member of the Gaston College Foundation Board of Directors, works as Senior Sales Performance Director with AvidXchange (a \$6B technology company in Charlotte, where he has worked for 22 years), and is an Adjunct Professor of Entrepreneurship and Innovation for UNC Charlotte.

Gaston College Virtual Professional Development Day - The Organizational Development and Safety department held a virtual Professional Development Day for Gaston College faculty and staff on April 13, 2022.

Gaston Aquatics Board Meeting - At an April 14, 2022, meeting, the Gaston Regional Aquatics Board announced the location for the new Gaston Regional Aquatic Center, which will be right across Highway 321 from Gaston College.

Montcross Area Chamber of Commerce (MACC) Annual Planning Meeting - The MACC met on April 26, 2022, in Belmont to discuss the proposed work areas for their Chamber in 2022.

Rhino Chat at Gaston College - On April 26, 2022, the monthly Rhino Chat was held on the Dallas Campus. Representatives from the faculty and staff, Faculty Senate, and administration were in attendance. The session got underway with some updates provided related to the latest capital projects. As always, the work will continue to answer the needs of the students, faculty, and staff.

Good News! - For the past 12 months, Gaston College faculty and staff have been working diligently with the National Security Agency (NSA) to become a Center for Academic Excellence (CAE) in Cybersecurity in Cyber Defense. On April 26, 2022, a call came from the Pentagon informing us that Gaston College has met and surpassed all criteria to become an NSA CAE College.

Quality Matters (QM) - This is the global organization leading quality assurance in online and innovative digital teaching and learning environments. Several Gaston College instructors have been Quality Matters Certified.

New York Times-Baseball - On May 3, 2022, the College's Rhinos Baseball team was covered by the New York Times publication! The article relayed the story of how sports was being resurrected at the College after 50 years, and the current tremendous 40-9 record of the Rhinos baseball team.

Apple Creek Corporate Center Grand Opening - Work on the Apple Creek Corporate Center began in 2014. Today, it includes 15 parcels of land and is a \$29 million Gaston County project investment. The official Apple Creek Grand Opening was held on Tuesday, May 10, 2022.

E. SGA PRESIDENT'S REPORT

Ms. Megan Lingerfelt presented the SGA report for SGA President, Mr. Joseph Wittmer, on SGA activities as of March 28, 2022, as he was not present at the meeting.

SGA Sponsored Events - SGA planned and sponsored various events since the last Board of Trustees meeting. There was a total of 671 students who participated in all the events that were held.

- SGA Senate Meeting
- Spring Fest Giveaway with Food and Resources (all three Campuses)
- Women's History Month Themed Trivia
- Zaxby's Grab And Go for Evening Students
- SGA Senate Meeting
- Earth Day Themed Trivia

- Gaston Rhino's Baseball Tailgate
- Graduation Kickoff Fair
- Stress-Free Pop-Up Events

Feminine Hygiene Project - At the March Senate Meeting, two SGA executive board members presented a plan to distribute feminine hygiene products across the Dallas Campus.

Spring Fest - During the week of March 22-24, 2022, the SGA hosted three Spring Fest events for the Kimbrell, Lincoln, and Dallas Campus students.

North Carolina Comprehensive Community College Student Government Association (N4CSGA) Spring Conference - On April 1-3, 2022, four SGA students and three advisors attended the N4CSGA Spring Conference in Durham, North Carolina.

Blood Drive with OneBlood - On April 5-6, 2022, SGA sponsored a blood drive with OneBlood. A total of 16 regular units of blood and 4 units of platelets were collected over the two days.

Gaston College Health Fair - On April 12, 2022, the SGA participated in the Gaston College Health Fair, hosted by the Health and Fitness Science Program on the North Quad of the Dallas Campus, to set up a table of healthy snacks and a "Pop – N- Shoot" basketball goal for students to participate in the health and wellness themed event.

SGA Elections - The 2022-2023 SGA Application was available on March 31-April 13, 2022, for students interested in joining SGA. The SGA Elections were held on April 22-26, 2022.

Denim Day Event - On April 27, 2022, the SGA invited Ms. Hannah Hopper and Ms. Mollie Weakland of the Hope United Survivor Network in Gaston County to set up a table of information on the Dallas Campus for students to learn more about Denim Day, a globally recognized Sexual Assault Awareness related event.

Student Awards Event - On April 27, 2022, SGA sponsored its annual Student Awards event to recognize outstanding graduates. Seventy-seven students were recognized for their academic and leadership success. SGA President, Joseph Wittmer, provided the welcome and presented the Senator of the Year award to Sidney Hare.

Relay For Life - Gaston College SGA assisted to inflate 50 balloons for attending cancer survivors during the "survivor walk" of the April 2022 Relay for Life event at Gaston College. SGA also was able to raise \$135.00 in donations towards Relay for Life.

SGA Graduates - We are proud of our graduates and wish them well in their future endeavors. Ten of the SGA members graduated this year.

Chair Dancoff thanked Ms. Lingerfelt for filling in for Mr. Wittmer and all she does to support the College's students.

F. FACILITIES

Chair Dancoff called on Sheriff Cloninger to present the Facilities items for review. Sheriff Cloninger directed the Trustees to the items in the packet. Ms. Alman added some details to the report.

1. Accreditation Renewal Audit – Basic Law Enforcement Program (BLET)

On April 4, 2022, an accreditation renewal audit of Gaston College's Commission for regulated programs has been completed by the North Carolina Department of Justice Criminal Justice Standards Division. The "on-site" inspection concluded on April 6, 2022.

The audit included five areas: administrative, facilities, instructors, students and equipment.

REVIEW

No deficiencies were identified in the administrative area. Deficiencies identified for instructor files and student files were minor and corrective action was not required.

Equipment issues identified and discussed were the condition of the training vehicles and the need for a plan to update and replace some of the older vehicles to remain in compliance. A minimum of four (4) vehicles is required to maintain compliance. Out of the fourteen (14) cars only four (4) meet the standards as required by the commission.

Although previous inspections did not note any facility deficiencies, deficiencies were found for the Driving Range and Firing Range in the current audit. Corrective action is required for the Driving Range and Firing Range facilities. Neither area was approved for use by the Commission. Issues identified and discussed included:

Driving Range

- ❖ No on-site Restroom Facilities
- ❖ Physical hazards located at the edges of driving track (Conex Box and overgrown trees)
- ❖ No Rain Shelter

Firing Range

- ❖ Tree hazard near classroom building
- ❖ Severe trip hazard caused by knee wall and moving target system setup and installation

AUDIT RESULTS

The college was not recommended to the North Carolina Criminal Justice Education and Training Standards Commission for a full re-accreditation renewal for Commission Regulated Programs (BLET/SMI/IT).

Corrective action is required to acquire accreditation and a re-inspection scheduled of the Facilities will be conducted within 30 days of the date of the report (April 13, 2022).

RECOMMENDATIONS/CORRECTIVE ACTIONS

The Commission recommended that the college consider the following recommendations/corrective actions to achieve a successful continued accreditation by the North Carolina Criminal Justice Training and Standards Commission:

1. It is recommended that Gaston College make the necessary adjustments to the facilities as described:
 - **Driving Range:**
 - Provide a Rain Shelter at the driving track to be used during training
 - Provide Restroom Facilities on the driving range to be used during training (Portable or Permanent)
 - Remove or move the Conex Box and provide a safe training environment and storage area for equipment
 - Cut and remove the trees and vegetation to allow for proper run off on the driving track
 - **Firing Range:**
 - Remove the large tree at the rear of the Firing range classrooms
 - Move the firing line in front of the steel knee wall or mount the targets on top of knee wall
2. Consider putting in place a plan to replace and update the BLET training car fleet system. This would allow the program to provide training with vehicles currently being utilized by local law enforcement agencies.

COSTS ASSOCIATED WITH RECOMMENDATIONS/CORRECTIVE ACTIONS

1. Facilities - \$77,260 (estimate)

Driving Range

- Tree removal - \$19,850
Status - Completed.
- Conex box - \$24,850 (estimate)
 - ✓ grade and install foundation/pad for container
 - ✓ move container
 - ✓ install stone pathway to container and porta johns

Status - Old Conex will be removed after the new one is set in place. Grading for Conex and shelter will start in early May.

- New Conex box - \$5,350 (estimate)
- Rain Shelter - \$12,060 (estimate)

Status - Shelter has been ordered. Grading for Conex and shelter will start in early May.

- Electrical - \$4,000 (estimate)
- Porta john rental fees - \$240/month for two (estimate)
One-time set-up fee of \$20 to be serviced weekly.

Firing Range

- Tree removal - \$3,650
Completed.
- Firing line and target corrections - \$6,300 (estimate)
Targets have been repaired and concrete work is in progress.

2. Vehicles- \$30,000 (estimate)

Lease six (6) vehicles - \$30,000 annual lease (estimate) (Ms. Alman stated that the six vehicles were Ford Explorers.)

This item was presented for informational purposes.

2. De-Escalation Facility Site Planning Layouts and Cost

The Board of Trustees discussed the De-Escalation Law Enforcement Facility in February at the Board Retreat. The facility allows law enforcement personnel to practice scenario-based tactics in de-escalation to avoid use of force in many confrontational and /or deadly situations.

The proposed site is the Firearms Training Facility on Bob and Pat Boyd Drive near Rankin Lake.

Funding for the project is the State Capital Infrastructure Funds (SCIF) allocation. Gaston College has been allocated \$9,009,858 from the North Carolina Community College System (NCCCS) over the next four years.

C Design of Charlotte was selected to provide pre-design architectural services and site feasibility plans for a design fee of \$9,000.

The Board reviewed several documents for project concepts and cost estimates. Per the architect, Concepts 1 and 1A are the most economical, with the difference being where the parking lot is located. Site preparation, site improvements, and storm drainage costs increase when parking is positioned behind the proposed facility.

Concept 1	
Estimated Project Cost	\$2,726,573

Concept 1A	
Estimated Project Cost	\$2,590,272
Concept 2	
Estimated Project Cost	\$2,782,242
Concept 3	
Estimated Project Cost	\$2,878,950

Dr. Hauser provided additional details to the Board about the various site setups offered and relayed that the Finance Committee had recommended Concept 1A as the selected site preference. That choice was seen as the best set-up for training situations, swat scenarios, and other de-escalation practice exercises. Mr. Calvin Shaw concurred with that choice as it does allow more approaches to the building. It will also be used regionally for domestic violence response, illegal entry, and many BLET in-service activities.

The training building will be purchased as a modular unit and brought in and placed on the concrete slab. The building is not listed in the "Total Estimated Construction Cost" section but rather placed in the "Soft Cost" section along with supporting equipment (targets) and audio-visual equipment that goes in the building.

Please note that electrical cost inputs are estimations only. The architect does not have engineering for that input yet.

Funding for the pre-design architectural services fee is loss revenues.

Funding for the de-escalation project is the State Capital Infrastructure Funds (SCIF) allocation.

Upon the recommendation of the Facilities Committee, Sheriff Cloninger moved that the Gaston College Board of Trustees solicit a formal request for proposal for the De-Escalation Facility project Concept 1A for their approval when the site feasibility study is complete.

Chair Dancoff asked if there was any discussion. The recommendation from the Board for Concept 1A was noted in the motion. Dr. Hauser added that if there are any issues with that site selection, he will bring the concepts back to the Board for further consideration. As the motion came from Committee, a second was not needed.

The motion carried.

3. Capital Reports

Fiber Innovation Center

As of April 26, the project is approved for the next CD design phase subject to incorporation of attached comments and the Owner's written approval.

Ms. Alman offered one clarification on the Fiber Innovation Center report. It listed \$2,500,000 in pledges. That is actually \$2,000,000 in pledges and \$500,000 from the Gaston College Foundation.

Lincoln Campus Space Renovation

This project is 20% complete. There have been a few small change-orders for unexpected things previously hidden.

Beach Volleyball Courts

The Beach Volleyball Courts are complete with the exception of the light poles as they are backordered. As soon as they come in and are installed, activities will begin.

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

Before moving on to the Finance area, Mr. Keigher asked to address the Board. He inquired about the "ask" from the County's budget for the next year. Dr. Hauser relayed information as to why additional capital from the County was needed in the FY 2022-2023 budget. One reason was due to the fact that salary increases were not provided for by the County last year. The College had covered those salary increases with institutional funds, and as the Covid pandemic has not allowed the College to return to full capacity, those funding sources are being depleted. The other area concerned lack of funding for personnel in the custodial departments of the College. The College has added buildings and is growing, but funding is needed to hire personnel and buy supplies (fuel, utilities, and cybersecurity security) to maintain all areas of the College is needed. Dr. Hauser would send Mr. Keigher additional information to more clearly define the College's areas of need after the meeting.

G. FINANCE

Chair Dancoff asked Mr. Huffstetler to present the Finance Items for review. Mr. Huffstetler asked Ms. Alman for assistance in explaining the finance items.

1. FY 2022-2023 Proprietary Budgets

The proposed FY 2022-2023 proprietary operating budgets were reviewed by the Board.

Bookstore

- Bookstore revenues are expected to decrease by 5.0% or \$103,768 during 2022-2023. There is still the expectation that the shift toward all-inclusive service offerings by publishers for students and an increasing use of Open Educational Resources (OER) by faculty will continue to reduce the costs of books for students while also reducing revenues for the Bookstore. OER are freely accessible, openly licensed textbooks, media, and digital assets faculty members can use in lieu of requiring a textbook. Cengage offers electronic access to online instructional materials for all Cengage courses for a single subscription fee. Bookstore expenses for 2022-23 will include planned upgrades to the facility and equipment.

Campus Access (Usage)

- The 2022-2023 campus access fee budget is projected to decrease an estimated \$15,000 from prior year 2021-2022 due enrollment declines and no longer charging this fee to Career and College Promise (CCP) students. The fees are mainly used for facility repairs, paving and other projects.

Vending, Discretionary, President's Discretionary, and Fine Arts

- Due to the on-going effects of the pandemic with fewer students on campus, vending revenue for 2021-2022 was significantly lower than anticipated. Budgeted vending revenues have been reduced by 45% or \$16,500 over the prior year. This revenue is used for the President's and staff discretionary and fine arts spending. The College will need to use \$30,000 of existing fund balance to meet expected expenses for 2022-2023.

Textile Testing Center

- Textile Center revenue is projected to remain basically the same as prior year 2021-2022. The textile testing revenue was down from prior year but related expenses have decrease as well.

SGA

- The SGA revenue budget is expected to decrease an estimated \$13,800 during fiscal year 2022-2023 due to a decline in enrollment and no longer charging a fee to Career and College Promise (CCP) students.

Print Shop

- Print Shop revenues are being decreased by 11%, due to lower departmental sales. Over the past year, the College has shifted to using more outside printing services.

Fire Training

- Fire Training program revenues are expected to remain the same overall as compared to the prior year due with a shift to increased revenues in special schools.

Cosmetology & Esthetics

- The 2022-2023 revenue budget is projected to remain the same as prior year 2021-2022 with the assumption that new Esthetics area will be open for business for the fall term.

The FY 2022-2023 proprietary expense budget totals are as follows:

Bookstore	\$ 1,887,595
Campus Access (Usage) Fee	\$ 110,500
Vending	\$ 50,000
Discretionary	\$ 18,000
President's Discretionary	\$ 30,000
Fine Arts	\$ 2,000
Kimbrell Campus Textile Testing	\$ 1,526,000
Student Activity	\$ 135,200
Print Shop	\$ 221,000
Fire Training	\$ 330,000
Cosmetology & Esthetics	\$ 40,000

Upon the recommendation of the Finance Committee, Mr. Huffstetler moved that the Gaston College Board of Trustees approve the FY 2022-2023 Proprietary Budgets as presented.

Chair Dancoff asked if there was any further discussion. There was none. As the motion came from Committee, a second was not needed.

The motion carried.

2. FY 2022-2023 Student Fees

SBCCC 700.1 authorizes local boards of trustees to establish local fees. Several fee changes and additions are recommended for adoption effective July 1, 2022. At the meeting, an additional handout was provided to further clarify the changes to the various fees.

Student Fee Changes and Additions:

- New campus access fee of \$100 per semester to cover student parking identification, campus access, campus security, associated costs for maintaining student parking including signage, and maintaining student transportation. The prior usage fee of \$12 per semester (\$10 per summer) will be eliminated and included with this new fee.
- New student success fee of \$10 per semester replaces the \$45 graduation fee. The College will not charge a separate graduation fee.
- Begin charging the student activity fee for the summer term (to not include CCP students.)
- New basic law enforcement training (BLET) fee of \$30 covers the cost of graduation, awards, student manuals study guides and patches for curriculum students only.

Associate Degree Nursing and Practical Nursing Fees:

- ATI testing materials and review services are being replaced by Nurse Think and Exam Soft.

Nursing, Medical Assisting, Nurse Aide, Health Information Technology, Central Sterile Processing, and Pharmacy Technology fees:

- Software requirements:
 - Clinical Compliance Software \$104
 - My Clinic Exchange Clinical Reservation
 - ✓ \$39.50 for 12-month subscription
 - ✓ \$20.00 for 6-month subscription
- Health Information Technology and Pharmacy Technology were new programs in Fall 2021. Central Sterile Processing is a new program for Fall 2022.

Veterinary Technology Fees:

- New rabies vaccine fee of \$990 for a 3-shot series. This is a new requirement mandated by the American Veterinary Medical Association for students to work with live animals.

Nurse Aide Fees:

- Nurse Aide I fee decreased from \$35 to \$25 moving back to a flat fee for all Nurse Aide classes.

Regional Emergency Services Training Center Fees:

- Increase the Training Center fee from \$80 to \$85 per person per day. The fee is increasing due to the rising costs in operating the training center.
- Increase in the State Breathing Equipment School from \$250 to \$350. The fee is increasing due to the rising costs for meals and class materials
- Increase in flashover simulator from \$150 to \$250 per burn. The fee increase is due to the rising cost of wood.

Phlebotomy Fees:

- New class fee of \$192 and clinical fee of \$25 as the program moves from curriculum to continuing education. Phlebotomy program will be offered via continuing education Fall 2022.
- Software requirements:
 - Clinical Compliance Software \$104
 - My Clinic Exchange Clinical Reservation
 - ✓ \$39.50 for 12-month subscription
 - ✓ \$20.00 for 6-month subscription

Community Education Fees:

- Notary Class fee increase from \$83 to \$90 to cover increase in costs of student materials.

The increases in fees are to offset increases in operating costs for the tests and programs involved. At the meeting, an additional handout was provided, as requested by the Finance Committee, to add clarity to the fee changes.

Upon the recommendation of the Finance Committee, Mr. Huffstetler moved that the Gaston College Board of Trustees approve all student fees as presented.

As this motion came from Committee, a second was not required. Chair Dancoff asked if there were any discussion. He added that there had been a lengthy discussion in Committee to understand the nuances of the changes to the fees. The Board also thanked Ms. Alman for the further clarification she had provided concerning the fees.

The motion carried.

3. FY 2022-2023 Interim Budget

The North Carolina Community College Law 115D-57 states:

In case the adoption of the budget resolution is delayed until after July 1, the board of trustees shall authorize the president, through interim provisions, to pay salaries and other ordinary expenses of the institution for the interval between the beginning of the fiscal year and the adoption of the budget resolution. Interim provisions so made shall be charged to the proper allocations in the budget resolution.

There are no fiscal implications other than to authorize ongoing expenditures until the 2022-23 Budget Resolution is approved by the Board.

Upon the recommendation of the Finance Committee, Mr. Huffstetler moved that the Gaston College Board of Trustees approve the Administration's request for the interim budget in accordance with the North Carolina Community College Law 115D-57.

Chair Dancoff asked if there was any discussion. Ms. Alman added that there is a hope the new budget will be presented in June or July this year. As this motion came from Committee, a second was not required.

The motion carried.

4. Faculty Retention and Recruitment

The NC General Assembly passed the 2021 Appropriations Act (Session Law 2021-180), which provides new funds to assist the NC Community College System (NCCCS) for recruitment and retention of full-time and part-time faculty in high demand fields where the majority teaching load is for Tier 1A and/or Tier 1B courses and there is difficulty with recruitment and/or retention.

The General Assembly allocated \$8,660,000 to the NCCCS for fiscal year 2021-2022 and \$12,320,000 for fiscal 2022-23. The allocation to Gaston College for 2021-22 is \$192,135, and for 2022-2023, \$273,337. The 2021-2022 allocation must be used by June 30, 2022, and per the Act, the 2022-23 allocation is to be a recurring budget allocation. These funds can only be used as a faculty retention or recruitment stipend, or base/hiring salary adjustment, and there is an expectation that the funds be used.

The Appropriations Act is restrictive in the use of these funds, and regretfully, not every faculty position or any staff position is eligible. Only those faculty positions that are considered difficult to recruit and/or retain may be considered for approval by the North Carolina Community College System (NCCCS) Office.

General Eligibility

Dr. Hauser asked Mr. Baney to further clarify the specifications as to who, why, and which programs or positions were selected by the College for the funding. Mr. Baney stated the additional funding could not be used for staff or for programs not identified per the 2021 Appropriations Act. A "deep dive" was made into the College's recruiting and replacement statistics to ascertain which programs and positions were applicable to the Act.

As per the eligibility criteria, the following programs have been identified and approved by the NCCCS Office for use of these funds: Automotive, Biology, Central Sterile, Chemistry, Electrical Systems, Engineering Technology, Emergency Medical Science, Engineering, HVAC/Refrigeration, Information Technology/Cybersecurity/Networking, Machining, Math (100+), Medical Assisting, Nursing, Pharmacy Technology, Phlebotomy, Veterinary Medical Technology, and Welding Technology.

To be eligible, full-time, and part-time faculty must teach and/or oversee clinicals in Tier 1A and/or Tier 1B courses in the approved programs and be in good standing. Full-time faculty who has given notice of retirement or resignation are not eligible.

Proposed Distribution of Funds

For fiscal year 2021-22, the NCCCS Office approved the following, which includes applicable taxes and/or benefits:

- \$137,020 for 65 eligible full-time faculty in the eligible programs to receive a \$1,600 retention stipend.
- \$46,420 for 79 part-time faculty to receive a pro-rated retention stipend based on factors such as instruction load for the fall 2021 and/or spring 2022 semester and the number of contact hours for core instruction and/or clinicals or labs.

- \$8,695.50 for new or replacement full-time positions for recruiting stipends and base salary adjustment.

The proposed fiscal year 2021-22 payments will be processed and paid in June 2022. The distribution of fiscal year 2022-23 funds will be proposed sometime after July 1, 2022.

There are no implications to the budget since the faculty retention and recruitment funds are specific funds allocated by the General Assembly as per the 2021 Appropriations Act.

Upon the recommendation of the Finance Committee, Mr. Huffstetler moved that the Gaston College Board of Trustees approve the proposed distribution of faculty retention and recruitment funds as presented.

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

The motion carried.

5. Pension Spiking Agency Report

During the 2014 General Assembly session, contribution-based benefit cap (CBBC) legislation was enacted effective Jan. 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 \$116,366. 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 \$12,193 if the member were to retire this year. We will continue to monitor the calculation in the future.

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

6. Bi-Annual Employee Vacancy/Turnover Report

In compliance with State Board Code 1A SBCCC 200.4 and Gaston College Policy 6-1.1, a biannual report detailing employment vacancy and turnover is required to be presented to the Board of Trustees.

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

7. Supplemental State Budget Allocation

Following is the Supplemental State Budget Allocation received through March 2022.

#5	Customized Training	24,465
	Marketing & Outreach for Apprenticeship	40,000
	Business / Industry Support	3,000
	Total	\$67,465

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

8. Financial Reports

A summary of expenditures for month-end March 31, 2022, 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.

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

H. REPORT FROM NCACCT

Mr. Vinson commented that the NCACCT Law/Legislative Seminar recently held in Raleigh was very successful, with great attendance. He was grateful for the good representation of Gaston College's Board. The next meeting of the NCACCT would be in September in Asheville, at the Renaissance Asheville.

Chair Dancoff thanked Mr. Vinson for his report.

I. CHAIRMAN'S REPORT / ANNOUNCEMENTS

1. Review of Draft Board Meeting dates for FY 2022-2023 (Lincoln, Kimbrell Campuses)

Chair Dancoff presented the proposed Board of Trustees Meeting dates for FY 2022-2023, which followed the same schedule of meetings as previous years. He asked the Board to let him, or Ms. Dillon, know of any community conflicts that might indicate another date should be selected. He also inquired as to their feelings about possibly having a scheduled meeting date in January as it is such a long stretch between the proposed November and March meetings.

Finance and Facilities Committees would meet:

Monday, August 22
Monday, September 19
Monday, November 7
Monday, March 20
Monday, May 15
Monday, June 19

The Board of Trustees would meet:

Monday, August 29
Monday, September 26 – Lincoln Campus
Monday, November 14
Friday, February 3 - Board Retreat
Monday, March 27
Monday, May 22 – Kimbrell Campus
Monday, June 26

2. Graduation

Graduation took place on May 13, 2022; it was a great ceremony. Chair Dancoff thanked all the Trustees who were able to attend.

3. Nominating Committee for Board Officers

The Nominating Committee for FY 2022-2023 Board Officers will be set next month. Chair Dancoff has been reappointed by the Lincoln Board of Commissioners for another four-year term. The Governor's Office has not notified the College as to whether Sheriff Cloninger will be reappointed. Also, the Gaston Board of Commissioners and the GC Board of Education have not said if Mr. Tom Keigher and Ms. Jennifer Davis will be reappointed. We hope to have that information soon. Letters to each of the appointing agencies have been sent to ask for consideration of their reappointment.

4. Foundation and Trustees Boards to Meet

At the next Board Meeting, the Foundation Board of Directors will be invited to attend to see how our meeting runs and share some social time when the meeting concludes. This is an effort to share information and better understand how our Board works. A presentation from Mr. Patton McDowell, related to the Foundation's strategic plan, will also take place.

5. Mr. John Lowery

Chair Dancoff introduced Mr. John Lowery to the Board as he is President of the Foundation Board of Directors. Mr. Lowery stated he had enjoyed the meeting to learn all the things on which the Board is currently working. The Foundation Board, too, has been working to increase scholarships and asked the Board to encourage others to fund

scholarships as it's always put to good use. The students are always so grateful for the funding assistance.

6. NCACCT Administrative Assistants Conference

NCACCT is having a seminar for Board of Trustees Administrative Assistants and Liaisons, June 1-3, in Wrightsville Beach. Ms. Dillon will attend and has been asked to speak to the group about things she has learned and wished she'd known when she first became a Board Assistant and to also provide a comparison between the two presidents she has served during her years at Gaston College.

7. Announcements

Chair Dancoff reviewed with the Board the upcoming event dates listed on the agenda.

J. EXECUTIVE SESSION

In accordance with provisions of G.S. 143-318.11(a)(6), Chair Dancoff entertained a motion to enter the Board into Executive Session to discuss a personnel matter. Sheriff Cloninger moved to enter the Board into Executive Session, Mr. Fletcher seconded the motion. The motion carried.

Chair Dancoff entertained a motion to close the Executive Session and return the Board to open session. Mr. Fletcher moved to close the Executive Session and return to open session; Ms. Peak seconded the motion. The motion carried.

Chair Dancoff entertained a motion as the result of the Board's discussion of the President's evaluation survey. Sheriff Cloninger moved that the Board of Trustees give the President a Superior rating evaluation for his performance for FY 2021-2022 from the Board of Trustees. Ms. Peak seconded the motion. The motion carried.

Dr. Hauser's evaluation will be communicated to the North Carolina State Board of Community College's pursuant to G.S. 143-318.11(a)(6).

K. AJOURNMENT

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

Chair Dancoff entertained a motion to adjourn the meeting. As the vote was unanimous, the motion carried.

Chair Dancoff adjourned the meeting at 5:29 p.m.

Respectfully submitted,

Sheriff Alan Cloninger, Secretary

Mr. John Dancoff, Chair

Mary Ellen Dillon, Recording Secretary

(College Seal)