Minutes of the President’s Cabinet Meeting  
August 12, 2008  
2 p.m.

Present  
Sylvia Bajorek  
Rex Clay  
Dewey Dellinger  
Carol Denton  
Linda Greer  
Ralph Huddin  
Mike Horvath, Staff Senate  
Silvia Patricia Husain  
Joe Keith  
Karen Less  
Billy Lytton  
Savonne McNeill  
Peggy Oates  
Audrey Sherrill  
Sharon Starr  
Bill Sturmer  
Phil Welch  
Rhonda Wood  
Chuck Wray  
Michelle Wray  
Virgil Cox  
Brenda Kincaid  
Rosalind Welder  
Charles Wilson  
Kimberly Wyont  
Sandra Hoyle  
Kim Horvath  
Judy Rice  
Amy Weisgerber  
Ernie Charles

Absent  
Ralph Huddin  
Virgil Cox  
Mike Horvath, Staff Senate

Others Present  
Silvia Patricia Husain  
Rosalind Welder  
Joe Keith  
Charles Wilson  
Kimberly Wyont  
Sandra Hoyle  
Kim Horvath  
Judy Rice  
Amy Weisgerber  
Ernie Charles

1. Administration – Pat Skinner

The President welcomed everyone to the meeting.

- 2008-09 Budget – The NCACCP received a preliminary state budget at its summer meeting. All indications are that the following raises will be given: 3% for professional staff and faculty; 2.75% or $1,100 (whichever is greater) for all other permanent employees. As been the case in the past, Dr. Skinner will recommend that the Board approve an across the board raise of 3% for all permanent employees. The current economical downturn has resulted in the state informing colleges that 2% of its budget should be held back for a possible reversion. Also, the College will provide a 1% raise above across-the-board raises for the employees who are eligible for the salary “bump.”

- College Calendar - The college calendar for 2008-09 listing scheduled meetings for faculty and staff, President’s Cabinet and Board meetings was distributed.

- Pacific Crest Update – The dates and names for upcoming institutes was shared. October 23-25, 2008, the Teaching Institute will be held. February 18-21, 2009, the On-Line Course Design is scheduled, and on June 24-26, 2009, the Assessment Institute will be held. Currently, Gaston College is the only college in NC offering this type of training.

Reports from the following areas:
• **Human Resources**
  A list of current new hires, retirements, etc. was shared with the Cabinet. Ms. Denton announced that the new Director for Human Resources Todd Baney will begin work on September 2. A chart outlining what should be done if a crisis develops on campus will be distributed to all employees in the near future. Also, emergency exit maps will be placed in all classrooms and hallways.

• **East Campus & Textile Tech. Center**
  The current renovation at the East Campus is complete. Furniture is being moved in and the building should be ready for classes at the start of fall semester. Classes are up and so are revenues at the Textile Center.

• **Development**
  Ms. Bajorek announced that Emily Dalton and Mike Tilley have joined her staff. Work is being done on recruitment and marketing aids for Student Services. Various grants have been submitted, and she commended the staff for their interest and work in developing these projects. Gifts received since July 1, 2008, total $16,886. The dedication on July 16 of the driving track was a success with over 100 people attending.

2. **Update on Solaris 10 Rollout for 2008**

  Ms. McNeill gave an update on the rollout and how it will affect Datatel users. The upgrade is scheduled for September 5, 2008.

3. **NISOD 2008**

  As the 2008 staff person of the year, Ms. Sherrill was selected to attend the NISOD conference in Austin, TX. Since 1978, the National Institute for Staff & Organizational Development (NISOD) has been dedicated to the professional development of faculty, administrators, and staff; and to the continued improvement of teaching and learning, with the ultimate goal of student success. She felt the conference was professionally rewarding for her and encouraged others to attend.

4. **Economic & Workforce Development**

  Dr. Greer gave an update on recent activities with the New and Expanding Industry Training projects for RSI Home Products and Pharr Yarns. The BioNetWork BioEd Center coordinated five Clinical Research Information Sessions throughout NC in the spring. The Criminal Justice Academy had a 90% passage rate on the BLET exam, a 100% pass rate on the General Instructor Training exam, and a 100% pass rate on the Jailer School exam.
5. Academic Affairs

Dr. Ammons announced that approximately 100 students have registered in the fast-track business classes this fall to be held at the Belmont campus. In 2008, the LPN program had its largest graduating class with 36 students. The cosmetology program has 37 adult students and 35-40 Huskins students are expected to enroll as well.

A cross-divisional committee has been named to identify a Quality Enhancement Plan for SACS. The QEP survey will be available on-line at the beginning of the semester.


Mr. Huddin gave an update on current building projects and the efforts being done to help the college “go green.” He reminded the cabinet that any reports of equipment problems should be directed to IT.

7. Student Services

Dr. Husain introduced the new Coordinator for Student Programs Ernie Charles. Mr. Charles replaced Juliet Laughlin who resigned in July. Dr. Husain thanked her directors for all the hard work they put into getting students registered and enrolled. The Phone Tree was a success. Reminders were sent out about registration and payment. Postcards were also sent out reminding students to register. The transcript process is not automated.

8. 2008-2013 Strategic Plan – Unit Plans

Dr. Clay explained that Unit Plans for 2009 needed to be updated using the 2008-2013 Strategic Plan.

9. Faculty Senate – No report.

10. Staff Senate – Mr. Horvath did not have a report.

In closing Dr. Skinner spoke about the immigration issue now being debated in Raleigh. A decision on the issue is being put on hold until a study has been done.

There being no further business to bring before the cabinet, the meeting adjourned at 3:40 p.m.

Respectfully submitted,

Evelyn Standley