Minutes of the
PRESIDENT’S CABINET
May 1, 2008

Present:
Don Ammons Rosalind Welder
Orlando Angeles Charles Wilson
Rex Clay Kimberly Wyont
Harry Cooke Louise Davis
Dewey Dellinger Amy Davis
Peggy Foster Lynn Dellinger
Ralph Huddin
Silvia Patricia Husain Sylvia Bajorek
Joe Keith Virgil Cox
Karen Less Linda Greer
Billy Lytton Peggy Oates
Savonne McNeill Audrey Sherrill
Stephanie Michael-Pickett Rhonda Wood
Sharon Starr Chuck Wray
Bill Sturmer Michelle Wray
Phil Welch

Dr. Skinner called the meeting to order at 2 p.m.

1. Administration

a. Dr. Skinner expressed appreciation and congratulations to all those coordinating the Open House held on Saturday, April 26. Over 600 prospective students and parents attended the event.

b. An update on the spring NCACCP meeting was given. A great deal of time was spent on budgetary issues, Learn and Earn Online summer funding (which we will receive) and possible immigration legislation. While the immigration issue is a politically hot topic across the state and nation, there are only 12 cases of undocumented students at Gaston College. Should the legislation pass, the impact on our registration process would be greatly affected.

c. The Board of Trustees will be asked to approve the Strategic Plan at its May 19th meeting. A draft of the strategic initiatives and goals was distributed.

d. Gaston Regional Chamber of Commerce is holding a Forum on Education, on May 7, 7 p.m., at the Citizens’ Resource Center.

e. It was announced that Dr. Jim Watson, former superintendent of Lincoln County Schools, has been appointed to serve on the Board of Trustees. He will replace Wayne Lowe.
Reports from the other areas reporting to the President:

- **Human Resources – Peggy Foster**
  An update on recent personnel activity was given. Flex time begins on May 12. Every employee should submit a schedule to his/her supervisor for approval.

- **East Campus & Textile Tech. Center – Joe Keith**
  The report included an update on recent fiber and cloth testing being done. At this time, revenues are up by $28,000 from last year. The renovation of the Classroom Building is on schedule. Renovation plans for the bookstore and library are close to completion.

- **Development – Sylvia Bajorek**
  The new catalog is available, along with summer schedules for EWD. Other publications in the works are *Inside Gaston and WorkSHEET*.

  The total amount of gifts received since July 1, 2007, is $860,967, with 519 gifts recorded and acknowledged.

2. **Economic & Workforce Development – Karen Less**

   Highlights from Dr. Greer’s report included: the college is currently working with several companies to offer customized, on-site training. Headcounts for first and second mini-semesters in AHS are up by 18%.

   A new program for rising 7th graders, Camp Discover, will be offered through community Education this summer. The latest real estate test scores for Gaston College are 82.5%, with the state average being 69%.

3. **Update on Safety and Security – Billy Lytton**

   The Safety Manual is completed and in the process of being edited. IT is in the process of installing panic buttons on computers throughout the campus. Cameras will be placed in strategic places throughout campus starting with the Business Office, Student Services, and Life Skills. An alarm system will be installed on the Wyss Tower at a cost of $21,000. This will enable the entire campus to be notified of a dangerous situation on campus. Locks are being installed that would allow persons to secure themselves in a room should violent behavior erupt on campus. Campus Security’s office will remain open from 7 a.m. to 11 p.m. Monday through Thursday.

4. **Staff Senate – Harry Cooke**

   There are 6 open seats on the Senate. Elections will be held later in the month. The Staff Senate Constitution is undergoing revisions and be sent out to campus and voted upon.
5. **Faculty Senate**

Elections were held and officers for the coming year are: Peggy Trueman, President; Angela King, Vice President; Ruffin Reynolds, Secretary; John McHugh, Treasurer. Initiatives for the coming year are teaching awards process and revamping the Constitution.

6. **Academic Affairs – Don Ammons**

Highlights from Dr. Ammons’ report include:

- The Emergency Preparedness Technology program was approved and will begin in the fall.
- The Business and Information Technology Division is implementing the Fast Track program beginning fall 2008.
- In April, the Vet The program received full accreditation from the American Veterinary Medical Association.

7. **Finance, Facilities, Operations – Ralph Huddin**

Highlights from Ralph Huddin’s report include:

- The online payment system is being tested this summer.
- On-campus wireless access is in the planning stages and should be available soon.
- Six building and renovation projects are underway at this time. The new Master Plan should be completed by the end of May. The Strategic Initiatives will go to the Board for approval on May 19th.
- Future renovation/building projects identified in the new Master Plan include Pharr and Lena Sue Beam renovations and a new student services center.

8. **Student Services – Silvia Patricia Husain**

Highlights from Dr. Husain’s report include:

- A new *Student Affairs Newsletter* will be published twice a year. March’s edition focused on disability services for GC students.
- Applications processed for fall are up by 205 from last year.
- On-line student orientation has been extremely successfully.
- FTE’s for spring 2008 are up 3.75% over last year.

9. **Upcoming Meetings**

- Graduation - May 8, 2008, Hickory Metro Convention Center, 7 p.m.
- Flex Hours Begin – May 12th.
- Board Meeting – May 19, 2008, 4 p.m.

Reports submitted for this meeting are on file in the President’s Office.

There being no further business to bring before the Cabinet, the meeting adjourned at 3:15 p.m.

Respectfully submitted,

Evelyn Standley