Minutes of the President's Cabinet Meeting
September 23, 2010
3 p.m.
DBC 170

Present:

Dr. Don Ammons
Mr. Todd Baney
Ms. Sylvia Bajorek
Dr. Terry Brasier
Dr. Rex Clay
Mr. Bruce Cole
Dr. Harry Cooke
Sandra Hoyle for Virgil Cox
Dr. Dewey Dellinger
Mr. Ralph Huddin
Dr. Betsy Jones
Dr. Joe Keith
Missy Fox for Brenda Kincaid
Dr. Karen Less
Chief Billy Lytton
Ms. Stephanie Michael-Pickett
Ms. Savonne, McNeill
Dr. Jesus Medina
Ms. Peggy Oates
Ms. Audrey Sherrill
Dr. Sharon Starr
Ms. Kim Watson
Ms. Rosalind Welder
Mr. Charles Wilson
Ms. Heather Woodson
Mr. Chuck Wray
Ms. Kimberly Wyont
Ms. Wanda Wyont

Absent:

Mr. Orlando Angeles
Mr. Virgil Cox
Mr. Josh Crisp
Dr. Linda Greer
Dr. Silvia Patricia Rios Husain
Dr. Betsy Jones
Ms. Audrey Sherrill
Ms. Brenda Kincaid

Dr. Skinner called the meeting to order at 3:00 p.m.

Administration – Dr. Skinner

1. Salary Recommendations

Dr. Skinner will recommend to the Board at its September 27, 2010, the following salary adjustments:

- All full-time, part-time, and full-time temporary curriculum faculty will receive a base salary adjustment of 1.5% or $750, whichever is greater, retro-active to July 1, 2010. Increases will be in the October paychecks.
Full-time permanent, *part-time permanent, and full-time temporary staff hired as of 6/30/10 and active as of 10/1/10 will receive a one-time bonus payment equal to 1.5% of salary or $750, whichever is greater. The bonuses will be paid in the November 2010 paycheck.

Those who have received advanced degrees (faculty and staff) by June 30, 2010, will receive a 4% increase to their base salaries.

Faculty increases will be paid with state funds, staff will be paid with Foundation funds (pending approval by the Foundation Board of Directors).

2. **Vision, Mission, Values Statement Booklet**

Dr. Skinner thanked Mr. Baney for his working in developing this booklet for campus-wide distribution.

3. **SACS Reaffirmation Visit**

The date our SACS visit has been changed to September 20-22, 2011. Dr. Mary Beck, president of Calhoun Community College, will be chairing the on-site Reaffirmation Committee.

In addition to written reports that were distributed prior to the meeting, the following additional highlights were shared:

**Human Resources – Mr. Baney**

- Completed performance appraisals are due in HR by December 21, 2010.
- The Tobacco-free Initiative is moving forward. A college committee has been formed, and Faculty and Staff Senates, along with the SGA, are reviewing the proposal. The projected date for putting this into effect is fall 2011. The campus will continued to be informed as time progresses. There are over 20 community colleges in NC that have gone tobacco-free.

**Development – Ms. Bajorek**

- The Foundation received $1.6 million is gifts in 2009/10. Thus far this fiscal year, a total of $1,626,884 in gifts has been received.
- $14,000 is Emergency Academic Assistance funds has been awarded to 72 students.
- A GC recruitment kit in conjunction with Enrollment Management/Admissions is being finalized.
- Six grants have been submitted and we are waiting for notification if they have been approved.
- Several grants are in the development stage.
- A Foundation Annual Giving event to recognize donors who support the college is planned for November 4th. The David Belk Cannon Annual Scholarship Luncheon will be held on October 6th.

**Staff Senate – Dr. Less**
Goals for the coming year include:

- Working with Human Resources, develop and implement new staff member orientation process.
- Revamp Staff Development Day.
- Foster partnership/collaboration with Faculty Senate.
- Raise awareness about the role of Staff Senate through various means.
- Participate in 2 college events.

**Faculty Senate – Dr. Medina**

Goals for the coming year include:

- Work on improving and promoting a healthy collaborative environment among faculty members.
- Work with Broadcasting students to record/film the Professional Development workshops which will be provided to the faculty by senate members.
- Has designated 2 faculty senators to be representatives for adjunct faculty on all three campuses.
- Faculty Senate Historian is compiling, organizing and scanning all previous senate meeting minutes.

**Student Services – Dr. Brasier**

- Headcount for 2010 is 73 over last year; FTE up by 31; down in student applications over last year.
- $12.9 million (increase of 68%) has been dispersed in financial aid to 3,429 students (increase of 37%).
- Title II staff have produced a Holistic Advising Manual that outlines the two prescribed interventions for at-risk students (on financial aid) and four prescribed interventions for highly at-risk students (on financial aid and enrolled in at least one developmental course).

**Economic and Workforce Development**

In Dr. Greer’s absence, Ms. Ammons reported that a Parent University will be held on campus this weekend. A brochure from the event was distributed.

**Academic Affairs – Dr. Ammons**

- The Academic Division continues to gear up for SACS. The QEP is an important element of the reaccreditation process. The overall goal for the QEP is to increase achievement of student learning outcomes in distance education courses by improving the quality of online instruction and establishing a support system for the online environment.
- Preparations for a Writing Center are well underway, with an anticipated open in spring 2011.
Renovation plans continue on the Lena Sue Beam Building which will house the Gaston County-wide Early College High School. Anticipated starting date fall 2012.

Finance, Facilities and Operations – Mr. Huddin

- Lincoln County officials have agreed to fund paving of the vacant lot across the street from the campus. A bid within budget has been received and final approval to begin the project is anticipated.
- Robinson Building is 96% complete with an anticipated occupancy date of spring 2011.
- Bookstore renovations are complete, and approval to begin the modifications in the Beam Administration Building.
- College has received approximately $800,000 additional funds for equipment purchase.
- $3.3 billion state deficit may impact community colleges up to $106 million next year. There is a strong possibility that tuition increases will be approved.
- Pell grants will be dispersed in mid-October.

For those needing equipment, Dr. Skinner urged them to let the Business Office know because the funds might not be there next year.

Concluding Comments

The next President’s Cabinet meeting (changed to November 11 from the 9th) will be used to review compliance items and make any recommendations for a “mock” SACS visit).

The President’s Office will send out additional details.

A reception for Evelyn Standley is scheduled for November 15. Details will be sent out in the future.

There being no further business to bring before the Cabinet, the meeting adjourned at .

Respectfully submitted,

Sylvia D. Dixon
Recording Secretary