A. Gaston College Foundation

The Gaston College Foundation is a nonprofit organization established exclusively for charitable and educational purposes which are designed to promote and further the work of Gaston College. The business of the Gaston College Foundation is conducted by the President and the Executive Director of the Foundation, all under the supervision of the Gaston College Foundation Board of Directors. (See Appendix - MOU Between College and Foundation)

B. Contributions/Gifts

A primary purpose of the Gaston College Foundation is that of seeking financial support from private interests to support College activities and programs, especially those for which funds are not available from other sources. Contributions to the Foundation may take many forms. Among these are cash, equipment, materials and supplies, life insurance, real property, securities, trusts, pooled income, and bequests.

C. Externally Funded Grants

The Foundation may pursue externally funded grants for the purpose of securing funds for a specific program, or capital campaign.

D. Conflict of Interest

1. Agency staff persons are obligated to always act in the best interest of the organization. This obligation requires that any employee, in the performance of Foundation duties, seek only the furtherance of the Foundation mission. At all times, employees are prohibited from using their job title, the organization's name or property, for private profit or benefit.

2. The officers, employees, or agents of the Foundation should neither solicit nor accept gratuities, favors, or anything of monetary value from contractors/vendors. This is not intended to preclude bona-fide Foundation fund-raising activities.

3. No officer, employee, or agent of the Foundation shall participate in the selection, award, or administration of a purchase or contract with a vendor where, to his knowledge, any of the following has a financial interest in that purchase or contract:
a. The officer, employee, or agent

b. Any member of their immediate family

c. Their partner

d. An organization in which any of the above is an officer, director, or employee

e. A person or organization with whom any of the above individuals is negotiating or has any arrangement concerning prospective employment

4. Disclosure--Any possible conflict of interest shall be disclosed by the person or persons concerned.

5. Board Action--When a conflict of interest is relevant to a matter requiring action by the Board of Directors, the interested person(s) shall call it to the attention of the Board of Directors and said person(s) shall not vote on the matter. In addition, the person(s) shall not participate in the final deliberation or decision regarding the matter under consideration and shall retire from the room during the vote of the Board of Directors. When there is a doubt as to whether a conflict exists, the matter shall be resolved by vote of the Board of Directors, excluding the person(s) concerning whose situation the doubt has arisen.

6. Record of Conflict--The official minutes of the Board of Directors shall reflect that the conflict of interest was disclosed and the interested person(s) was (were) not present during the final discussion or vote and did not vote on the matter.

E. Whistle Blower

1. If any employee reasonably believes that some policy, practice, or activity of the Gaston College Foundation, Inc. (herein referred to as the College Foundation) is in violation of law, a clear mandate, or public policy a written complaint must be filed by that employee with the Executive Director, Board President, or the President of Gaston College.

2. The College Foundation or Gaston College (herein referred to as the College) will not retaliate against an employee who, in good faith, has made a protest or raised a complaint against some practice of the College Foundation, or of an employee of the College Foundation or the College, or of another individual or
entity with whom the College Foundation has a business relationship, on the basis of a reasonable belief that the practice is in violation of law, or a clear mandate or public policy.

3. The College Foundation or College also will not retaliate against employees who disclose or threaten to disclose to a supervisor or a public body, any activity, policy, or practice of the College Foundation that the employee reasonably believes is in violation of a law, or a rule or regulation mandated pursuant to law or is in violation of a clear mandate or public policy concerning the health, safety, welfare, or protection of the environment.

4. An employee is protected from retaliation only if he or she brings the alleged unlawful activity, policy, or practice to the attention of the College Foundation or the College and provides the College Foundation or College with a reasonable opportunity to investigate and correct the alleged unlawful activity.

F. Alumni Association

The purpose of the Association is to establish and maintain a mutually beneficial relationship between alumni and the College. After a student has completed a course or a program of study at Gaston College, he or she becomes a member of the Gaston College Alumni Association.