

**NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS**  
**Meeting Minutes**  
**January 18, 2012**

**Opening and Introductions:** Chairman Jim Wade called the meeting to order at 3:15 p.m. Commissioner Jackson was welcomed and everyone introduced themselves.

**Members Present:** Jim Wade, Rebecca King, Sean Brady, Martha Reabold, Jeff Gooch, Al Huber

**Members Absent:** Don Jamison, Chan Caudell, Emily Dunn

**Staff Present:** Rex Bishop, Mike King, Steve Dougherty, Sandi Maughon, Jeannie Barrett

**Invocation**

Mr. Al Huber delivered the invocation.

**Approval of Agenda**

A motion to move the Commissioner's comments to the bottom of the agenda and remove the executive session was made by Mr. Huber, seconded by Ms. King, and approved by all.

**Approval of Minutes**

A motion to approve the minutes of the October 31, 2011, meeting was made by Mr. Brady seconded by Mr. Gooch and approved by all.

Leslie McFarlin, Math teacher from the Currahee Campus, gave an update on the Quality Enhance Plan. She asked the board for support of this plan and included a handout. Student and faculty surveys indicated math as an area for improvement. The main goal is to provide assistance in math to make them successful in their studies and put them to work in our communities. About 30- 40 percent of our students fall into this category. This plan will be approved during the SACS/COC visit in October and will be implemented spring 2013. Commissioner Jackson commented that the governor rolled out a new initiative, "Complete College Georgia," designed to increase the number of students with access to higher education and ensure that these students graduate in a timely manner. The Quality Enhancement Plan that is being developed at NGTC is a well crafted and thought-out plan and will fit in nicely with this new initiative. The Commissioner also commented that Universities will not be accepting remediation students. The technical colleges will be the source for developmental classes. One of the challenges for the technical college system will be not to become the 13<sup>th</sup> year of high school.

**President's Report**

- Mindy Glander, Melinda Shiflet, Steve Dougherty will be attending the RN State Board meeting. NGTC should receive approval for the development of our RN program. We anticipate starting the program in the fall of 2013. The nursing board requires a lot of curriculum development and sets the time frame for the start date.
- Business Resource Workshops have been developed by the Habersham Chamber of Commerce along with Piedmont College and North Georgia Technical College. There is a meeting next Tuesday.
- Skills USA Region II Competitions are scheduled on campus January 26. Many high school students will be on campus that day.

- Mark Smith from SACS is making a preliminary visit on February 8 and will give us feedback on the SACS report.
- The Governor's "Go Build Georgia" initiative is being launched. This new skilled labor advancement initiative will address the growing shortage of skilled labor in the state. The Governor's office of Workforce Development has scheduled a Regional Meeting on February 9 at NGTC.
- The financial aid office has a tremendous turnover. There are now three vacancies.

### **Chair's Report**

- The GOAL Banquet was yesterday evening. Becky Ferguson was the NGTC Rick Perkins Award recipient and the top four GOAL nominees were James Faulk, Jonne Maulsby, Donald Thomas, and Keats Walker. The winner will be announced at Habersham Rotary tomorrow. Big thank you to Habersham, Toccoa-Stephens, and White county chambers, Kiwanis, and Rotary for sponsoring these events.
- A listing of meeting dates was distributed and everyone was asked to mark their calendars.
- The next meeting is February 15. A tour of the IT (Information Technology) Department will be conducted prior to the meeting. Everyone will gather at 2 p.m. in the boardroom to depart for the tour. The meeting will begin at 3 p.m.
- Everyone needs to file their affidavit of public officer if you haven't already done so.
- A while back the directors toured the registration process. Improvements have been made and there is no longer an arena "style registration." The time a student spends registering for classes has been significantly reduced due to the introduction of Banner Web.
- NGTC is preparing for SACS/COC reaccreditation, along with reaccreditation for the welding program, automotive program, and medical assisting program all this year. Institutional Effectiveness is going to be keeping faculty and staff very busy this year.

### **New/Old Business**

- A motion to approve the NGTC Distance Education Policy was requested by Chairman Wade. This policy was distributed earlier for review, but a copy is available behind Tab 4, Academic Affairs.

***A motion to approve the NGTC Distance Education Policy was made by Mr. Huber, seconded by Ms. King, and approved by all.***

- A motion to terminate the Banking and Finance Fundamentals TCC (BA11) on all three campuses effective Summer Semester 2012 was requested by Chairman Wade. This is due to low enrollment.

***A motion to terminate the Banking and Finance Fundamentals TCC (BA11) on all three campuses effective Summer Semester 2012 was made by Mr. Gooch, seconded by Ms. Reabold, and approved by all.***

- Sean Brady submitted his resignation. Mr. Brady was thanked for his service. A formal resignation is also being submitted by Don Jamison. This will leave three vacancies on our board.
- The Toccoa Symphony is having their annual fundraiser on Saturday, February 11, at the Currahee Campus. Everyone was invited to attend.
- Referred to Rex Bishop for Early Childhood Care discussions. The motion to approve these programs will be made at the next meeting.

- Out of the top 10 career choices, Early Childhood Care was the only program that NGTC did not offer. After a needs analysis was conducted within our service areas, responses indicated that the need was there. New regulations have raised the standards for childcare, so this program is more important now than ever before. The financial investment in the new program only involves a full-time faculty member.

### **Financial Report**

- **A motion to accept the financial report as presented was made by Mr. Huber seconded by Ms. Reabold, and approved by all.** Discussion was as follows:
  - Mr. Dougherty pointed out that NGTC was OK at this point. Budget goals have been met. The challenge will be to have \$750,000 in carryover by the end of the budget year. Many program areas only received half their budget requests this year and they are now feeling the strain. However, demands for additional funds to purchase items to keep the program operating proficiently have been met. The Commissioner added that funding in colleges has decreased. Enrollment is down and the HOPE changes have challenged our students. After the drop/add period we will have a better idea of revenue standpoint for reserves. We are looking at a new reality and must adapt. Looking into a revolving loan at 1% interest to assist our students. Mr. Dougherty said that the biggest challenge was the HOPE change. The impact on NGTC was that 196 students were lost. Dr. King explained that the payment deadline has been extended and this will help many students.
  - Chairman Wade requested a motion to approve the consent agenda. He referred to the list of construction and renovation projects behind the Administrative tab. As you can see from this report, Hoyt Coe is still not finished. The Commissioner said he was stunned to see the lack of progress and will follow up on this project.
- **A motion to approve the consent agenda was made by Ms. King, seconded by Ms. Reabold, and approved by all.**

### **Commissioner's Comments:**

- Commissioner Jackson thanked everyone for seeing the value of the institution to communities. The college is an important economic development tool. Education is the key to workforce development.
- A "modified search process" was proposed. During the mergers of colleges, many positions were eliminated. Approximately eight presidents and 40 vice presidents lost positions. He proposed an internal search by posting the job at TCSG. A selection committee is usually asked to perform interviews and make recommendations, but the board of directors was asked to take on this role. The board was asked to make at least three recommendations. These three will be interviewed at the state office and a final selection will be made by the Commissioner.
- Any sitting president wishing to apply may do so. These applications will be accepted as "confidential" applications out of respect for their local communities and service areas. If any confidential applications are received, they will be forwarded to the board from the Commissioner.

- A proposal was made to announce the position Monday, January 23, and open for two weeks. The state human resources office will handle applications and establish time frame to interview the applicant pool. A sitting president should receive a courtesy interview. There are 25 great leaders in the state and a great crop of aspiring vice presidents. A decision would like to be presented to the state board on March 1. And as a reminder, everything concerning the interview is confidential. The commissioner requested that he be notified of recommendations by February 24 in order to set up interviews and present to the state board by March 1. Mary Woodruff, State HR, will be in touch with you soon to make all arrangements.

Chairman Wade suggested the following schedule as tentative for the local board. He also suggested the tour at the February 15 meeting be rescheduled so that the official local board meeting can begin at 2 p.m. That way all members could discuss the applications following the meeting and make a decision on interviews. All members agreed.

February 9-Application packets received via mail  
February 15-Review applications and identify those to interview  
February 22-Interview applicants for final three  
February 24-Commissioner receives recommendations  
March 1-Commissioner announces new president of NGTC

Chairman Wade requested a motion to adjourn.

- **A motion to adjourn was made at 5:05 p.m. by Mr. Huber, seconded by Mr. Gooch, and approved by all. The next meeting is February.**

Minutes submitted by:

Approved by:

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President  
North Georgia Technical College

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Chairman of the Board of Directors  
North Georgia Technical College