

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

Meeting Minutes

March 14, 2012

Opening and Introductions: Chairman Jim Wade called the meeting to order at 3:05 p.m.

Members Present: Jim Wade, Rebecca King, Chan Caudell, Martha Reabold, Al Huber

Members Absent: Emily Dunn, Jeff Gooch

Staff Present: Mark Ivester, Rex Bishop, Mike King, Steve Dougherty, Cynthia Brown, Sandi Maughon, Jeannie Barrett

Invocation: Ms. Rebecca King delivered the invocation.

Approval of Agenda

A motion to approve the agenda was made by Mr. Huber, seconded by Ms. King, and approved by all.

Approval of Minutes

A motion to approve the minutes of the January 18, 2012, meeting was made by Mr. Huber seconded by Ms. King and approved by all.

President's Report

- Mindy Glander and Melinda Shiflet will be attending the RN State Board meeting on March 22. Had lunch with director of state nursing and found out she was retiring. New contacts will need to be established.
- A Director of Nursing has been hired for the college. Carol McManus from Cornelia will begin her duties on April 1.
- On February 28 the Complete College GA Kickoff was held at the Governor's Mansion. A handout briefly outlining the Completion Plan was distributed.
- Meeting regarding Parker Nellis is slated for March 27—final design.
- Mark: At the next meeting we should have a final rendering of the building.
- President Dougherty said that he was looking forward to retirement but will miss everyone. He was very proud to be working with such a fine group of board members.

Chair's Report

- President Dougherty's retirement party is March 22 at 2 p.m. in the dining hall. Mr. Dougherty officially retires March 31, and Dr. Gail Thaxton will begin her duties as president on April 1.
- Nominations for Manufacturing Awards went to Fanello Industries from Franklin County and Glenroe from Habersham County. The luncheon is scheduled for April 19 at the Georgia International Convention Center in Atlanta. Mark Ivester will have a car pool going to Atlanta if anyone is interested in attending.
- High School open house was March 6—Mike King gave details. Mike King: There were 639 high school students come through our campus. Great participation from our areas. Last year 500

students attended open house so this was an increase from last year. A good relationship has been established with our area schools. Kallan Williams is doing an extremely good job for NGTC as recruiter. Students seem to relate very well with Kallan.

- Christine Canup is the NGTC EAGLE (Exceptional Adult Georgia in Literacy Education) student.
- James Faulk, Industrial Systems Technology at Currahee Campus, is the NGTC GOAL winner. He will attend the next meeting on April 18.
- The TCSG GOAL Banquet is April 26 at the Renaissance Waverly in Atlanta. If you plan to attend let us know so arrangements can be made.
- Chairman Wade asked for an update on COC. Rex Bishop: Paper work has been sent to offsite reviewers. They will meet and review the documents early May in Atlanta, and we will receive a report from them six weeks afterwards. The visit with Mark Smith went very well. He had high regards for the college's QEP Plan and the COC process. He suggested that we proceed to rollout the QEP Plan. October 2, 3, and 4 will be the site visit. Kathy Ivester and Sara Moore put in many hours making sure documents were all in order.
- Mark your calendars...Friday, May 4, at 4 p.m. is Blairsville Commencement at the First Baptist Church in Blairsville; Saturday, May 5, at 11 a.m. is Clarkesville/Currahee Commencement at the Habersham Central football field. Let us know if you can attend. Arrange for caps & gowns and on stage seating will be made for you.
- Jim thanked the board for their participation in the interview process for the new president.

New/Old Business

- *A motion to approve the Early Childhood Care/Education Degree (EC13) on the Clarkesville Campus effective Fall Semester 2012 was made by Mr. Huber, seconded by Ms. King, and approved by all.*
- *A motion to approve the Early Childhood Care/Education Diploma (ECC2) on the Clarkesville Campus effective Fall Semester 2012 was made by Ms. King, seconded by Mr. Huber, and approved by all.*
- *A motion to approve the Early Childhood Care and Education Basics TCC (EC31) on the Clarkesville Campus effective Fall Semester 2012 was made by Ms. Reabold, seconded by Judge Caudell, and approved by all.*
- *A motion to approve the Early Childhood Program Administration (ECP1) on the Clarkesville Campus effective Fall Semester 2012 was made by Ms. King, seconded by Mr. Huber, and approved by all.*

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:
- Mark: Received bond money—used to do minor renovations. Utilities are running about \$65,000 less than last year. It is difficult to determine if the decrease is due to the warm winter season or new equipment installation.
- Al: Looks like supplies is running over. Mark: The supplies are mainly bookstore expenses. We are running about budget because of the timing of semesters. We bought and sold books the first 7 months of the year. Supply dollars throughout programs are pretty much spread equal over the year. Mark: Will email the supply breakdown.
- Chan: Looks like the Vehicle Expense is also running over budget. Mark: Fuel costs and major repairs to trucks in the Commercial Truck Driving program influence this percentage. Steve: Truck

driving has been widely discussed throughout TCSG. It is a very expensive program.

Teacher/Student ratio is a factor that contributes to the cost of the program. It will be a continuing issue over the next year; hopefully, the state will come up with a solution.

- Mark: The Rent is running a little high, because we now rent three adult education classrooms. Also note that adjustments were made to state funds in the amount of \$58,000 for increased health insurance costs.
- Al: Why is staff increasing? Mark: It will increase a bit more because the TAACCCT Grant (\$2.5 million) included four additional staff (instructional support staff) and three faculty members. Steve: We also approved two additional staff members in Financial Aid since the implementation of the student loan program which helps to offset HOPE losses. Al: How many years are these salaries paid through the grant? Steve: Three years. Al: Need to correlate revenue to program as you go. After three years how are these faculty and staff members to be paid? The carry-over will be gone the end of next year. How are we going to support our current faculty and staff payload?

A motion to approve the consent agenda was made by Ms. King, seconded by Ms. Reabold, and approved by all. Discussion was as follows:

- Parker Nellis design is almost finished
- Hoyt Coe possibly finished by mid-April
- Currahee Health Wing—design almost finished
- Blairsville Health Wing—just beginning

Chairman Wade requested a motion to adjourn.

A motion to adjourn was made at 4:25 p.m. by Mr. Huber, seconded by Ms. Reabold, and approved by all. The next meeting is April 18.

Minutes submitted by:

Approved by:

President
North Georgia Technical College

Chairman of the Board of Directors
North Georgia Technical College