

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

Meeting Minutes

August 15, 2012

Call to Order: Chairman Chan Caudell called the meeting to order at 3:00 p.m.

Invocation: Ms. Martha Reabold offered the invocation.

Members Present: Jim Wade, Chan Caudell, Martha Reabold, Rebecca King, Rebecca Stovall, Mark Rasmussen

Members Absent: Emily Dunn, Al Huber

Staff Present: Mark Ivester, Rex Bishop, Mike King, Gail Thaxton, Sandi Maughon, Jeannie Barrett

Guests Present: Adie Shimandle, Melissa Henderson, Colby Moore

Introductions: Chairman Caudell introduced Colby Moore, photography student, who will be photographing the swearing-in ceremonies today. Melissa Henderson, photography student, was also introduced. She was featured in the Georgia Mountain Laurel Magazine this month and her photo is on the cover. In June Colby Moore was featured in the same magazine. Chairman Caudell thanked Adie Shimandle for coming to campus to deliver training sessions to Rebecca and Mark prior to the meeting. Our two new members Rebecca Stovall and Mark Rasmussen were introduced.

Swearing-in Ceremonies: Judge Chan Caudell conducted swearing-in ceremonies for Rebecca Stovall and Mark Rasmussen.

Approval of Agenda: *A motion to approve the agenda was made by Dr. Wade, seconded by Ms. Reabold, and approved by all.*

Approval of Minutes: *Chairman Caudell requested a motion to approve the minutes of the June 20, 2012 meeting. Approval was made by Dr. Wade, seconded by Ms. King, and approved by all.*

Chair's Report

- A listing of proposed meeting dates was distributed. Meetings will begin at 3:00 p.m. and end by 4:15 p.m.
- Please check your contact information on the listing of NGTC Board of Directors.
- The Leadership Conference in Savannah is September 24 – 26.

Financial Report

- Dr. Ivester explained that NGTC would have a \$1,472,119 carryover and was budgeted for \$750,000 carryover. Much of the enrollment driven revenue (tuition, fees, etc.) exceeded budget primarily due to the increased summer enrollment. Although we exceeded our budget in terms of carryover, we dipped into our reserve \$445,440.
- The 2013 budget is projecting \$612,000 carryover. However, a three percent budget cut has been requested by the state. The administration team is meeting Monday to discuss and plan additional budget cuts and efficiency improvements to reduce 2013 budget by \$258,024. A plan is due at TCSG by the end of next week.
- We appear to be right on the enrollment number of 2200 students which was used to calculate the budget for fall. This is the right track as we begin FY 2013.

- The Federal funds have been broken down on the Financial Report. This will give you some ideas of the federal grants that are administered: Adult Education, Carl Perkins, College Work Study, and TAACCCT Healthcare Career Pathway.

A motion to accept the financial report as presented was made by Ms. King, seconded by Dr. Wade, and approved by all.

Consent Agenda

- The Currahee Expansion is a 2.3 million health wing. A pre-bid meeting was held on August 1.
- Current NGTC job postings are behind Tab 6.
- Benchmarks were attained and exceeded by Economic Development for Companies Trained and Contract Hours Trained. Excellent job.
- Enrollment figures were provided. Currently about 2,500 students are enrolled but will lose a few with the purge. We do anticipate meeting our goal of 2,200 and 10.1 credit hours.
- Dual enrollment classes begin this fall for Associate Degree level courses at high schools in Rabun and White counties.
- Articulation agreements finalized with high schools in Fannin and Towns counties as well as the Mountain Education Center.
- NGTC's booth won 1st place at the Hiwassee Fair.
- All NGTC students that competed at the Skills USA placed second in the nation. Colby Moore won silver for Photography. Robert Kennel and Zack Moon won silver in Video Product Development. Brandon Tatum won silver in Marine Service Technology.
- State Board of Nursing approved NGTC's Report I for the Associate of Science in Nursing Degree Program.
- Auto Collision had an on-site review for recertification from NATEF (National Automotive Technicians Education Foundation).
- Welding had an on-site visit for certification from NCCER (National Center for Construction Education and Research).

Motion to approve the consent agenda was made by Ms. Reabold, seconded by Ms. King, and approved by all.

President's Report

- Dr. Thaxton thanked everyone for attending the receptions and the Hoyt Coe Ribbon Cuttings in July. Good contacts were made and the community was very impressed with the Hoyt Coe Building.
- The Blairsville Campus addition, health science building, is on the FY 2014 Capital Outlay shortlist. It is ranked #4 among 4 priority projects. \$3,954,000...14,400 GSF. Talking points for everyone—keep it on the list and fully fund the project.
- A land donation is being made to the Blairsville Campus. A map of the property is included in the report.
- Sent letters and had conversations with county commissioners concerning Cy Grant Gym.
- Budget reduction of 3 percent totals \$283,000 from state allocation. The difference must be made up by using tuition dollars, our contingency, or reducing costs. The Commissioner usually gives direction regarding OPB's requirement.
 - Several options are being considered: RIFs, furloughs, postponing activities and rehires where possible.
 - Cost effective and efficient—cannot cut programs and services too much even if state funding is inadequate to meet the needs of the current enrollment and level of service.
- We are in a position now where we must reexamine our programs and supporting operations to decide the scope of programs and services that can be provided within the limits of our actual financial resources. For so long we've been doing more with less; now, we may have to consider doing less with less. Retaining students is very critical. Dr. King

- RIFs were handled according to TCSG policy. These were implemented prior to the 3% reduction in FY 2013—proactive in planning—did not know the 3% was coming. There was one EEOC complaint as a result.
- SACS reaffirmation visit is October 2 – 5.
- Ensure that the QEP plan is part of the NGTC culture and embedded in our programs and processes.
- Interior signage for some of our buildings is on order.
- Leadership Conference is September 24 – 26 in Savannah. If all goes according to plan, NGTC will receive the 100% Club Award—all members will be certified.

The next Board of Directors' meeting was scheduled for September 19. Due to several calendar conflicts and lack of quorum, the next meeting will be October 17.

Chairman Caudell requested a motion to adjourn.

A motion to adjourn was made at 4:25 p.m. by Dr. Wade, seconded by Ms. King, and approved by all.

Minutes submitted by:

Approved by:

President
North Georgia Technical College

Chairman of the Board of Directors
North Georgia Technical College