

## NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

### Meeting Minutes

January 16, 2013

**Call to Order:** Chairman Chan Caudell called the meeting to order at 3:00 p.m. The meeting was held on the Clarkesville Campus of North Georgia Technical College.

**Invocation:** Ms. Rebecca Stovall offered the invocation.

**Members Present:** Chan Caudell, Martha Reabold, Jim Wade, Jeff Gooch, Rebecca Stovall, Mark Rasmussen, Jane Brackett, Rebecca King

**Members Absent:** All present

**Staff Present:** Mark Ivester, Fran Chastain, Kathie Ivester, Gail Thaxton, Jeannie Barrett

**Introductions:** Chairman Caudell introduced Fran Chastain, Director of Student Affairs, giving the report for Student Affairs and Kathie Ivester, Dean of Academic Affairs, delivering the report for Academic Affairs.

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

**Approval of Minutes:** *Chairman Caudell requested a motion to approve the minutes of the December 19, 2012 meeting. Motion was made by Mr. Rasmussen, seconded by Ms. Brackett, and approved by all.*

#### Chair's Report

- The GOAL Breakfast was yesterday and was well attended. Chairman Wade asked for an update on the GOAL finalists from Dr. Chastain. The four GOAL finalists: Dustin Bucher – Turf & Golf – nominated by Joshua Jackson, Brittany Conley – Culinary Arts – nominated by Chris Bladowski, Sharon Mathews – Medical Assisting – nominated by Gail Berry, and Sarah Spivey – Photography – nominated by Jeff Gulle. The one finalist that will be competing at the regional level in February will be announced at the Habersham Rotary meeting on January 24.
- The NGTC Rick Perkins Award winner was also named at the breakfast. Kathie Ivester gave an update. Nominees for the award were Chris Bladowski, Holly Free, Morris Harrison, and Leslie McFarlin. Ms. McFarlin was the winner and will compete at the regional level for the state award.
- The \$500 Foundation Scholarship was awarded to Kemberley Scott.
- Chairman Wade encouraged attendance at the GOAL Banquet in Atlanta on April 25 at the Renaissance Waverly Hotel where the winner of the GOAL and the Rick Perkins Teacher of Year awards will be announced.
- Chairman Wade suggested that GOAL and Rick Perkins Award winners be scheduled at a board meeting soon.
- SkillsUSA competitions are scheduled at the Clarkesville Campus on January 24. About 300 high school students will be on campus participating in this event.
- Commencement will be January 25 at The Torch.
- A listing of proposed meetings for 2013 was provided for review.

*Chairman Wade asked for a motion to approve the proposed meetings of the Local Board of Directors. Mr. Gooch made a motion to approve, was seconded by Dr. Wade, and approved by all.*

### **Financial Report: Dr. Mark Ivester**

- Expenses are under budget and everything is on track. Enrollment met the budgeted number this semester. The budget was based on reaching an enrollment of 22,000 credit hours and 22,017 were reported.
- Dr. Thaxton thanked Mark for taking such great care of the administrative areas of NGTC during his service as Vice President for Academic Affairs, especially the financial area of the college.

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

### **Vice Presidents' Reports**

- Dr. Ivester:
  - A project list was made available. The Parker Nellis building is almost gutted. A fence has been erected and construction has begun at the Currahee Campus. A meeting with Lamar Paris is scheduled for February 3 in order to keep discussions of the property donation alive for the Blairsville Campus expansion.
  - There are several job positions currently available and wanted everyone to know that these are existing positions—not new positions.
  - Benchmarks for Economic Development are on target.
  - Two nominees for the Manufacturing Award have been submitted by NGTC: Habersham Metals and Corrugated Replacements. The MAW Luncheon is scheduled in April and everyone was invited to attend.
  - Adult Education is doing very well under the direction of Shelby Ward. The Blairsville Campus is now set up to conduct GED testing via computers, and the Fannin County site is being prepped. Staff will alternate days between Blue Ridge and Blairsville in order to staff both sites.
- Dr. Chastain:
  - Currently there are 108 high school students Dual Enrolled (earning high school and college credit) and 3 Joint Enrolled (earning college credit). With Joint and Dual Enrolled students, the high school gets the FTE, but the college gets tuition dollars. NGTC is absorbing some of the fees and book costs in order to get momentum. High school students can earn 6 – 12 credit hours towards their freshman year of college with Dual and Joint Enrollment. Kallan Williams is doing an excellent job working with area high schools. The Dual Enrolled number was in the 20's last year and has already exceeded 100 this year.
  - Mr. Tony Free began his duties as NGTC Police Chief on January 2. He will be looking very closely at campus security.
  - January 3 was new student registration. Modifications were made to the registration process which resulted in smaller lines and a smoother process for the students.
- Ms. Ivester:
  - Three Adult Education students, Morgan Ray, Cheryl Toooh, and Kelly Johnson, were honored as Exceptional Adult Georgian in Literacy Education (EAGLE) winners. The NGTC EAGLE winner was Kelly Johnson from the Currahee Campus. EAGLE celebrates adult learners in pursuit of excellence and life-long learning.
  - Applications for entry into the fall 2013 Associate in Science in Nursing (ASN) are now being accepted.
  - Blairsville Campus had new carpet installed in the Conference Center and in the CIS classroom. New sidewalks in the back parking lot were built.
  - Adam Fulbright was recognized as IST Student of the Year. Adam received a tool set from the award sponsor, Klein Tools, valued at \$200.00.

**President's Report**

- The Higher Education Funding Model will focus on access, retention, and completion rather than FTE and credit hours captured at the beginning of each term. Outcomes will be weighted at 60% of funding for completions and transfers out. Transfer outs need at least 12 credit hours before funding is awarded. Progression will be 30% funding based on 15, 30, and 60 credit hour thresholds. If they stay longer than 60 credit hours, we get no funding. GED awards will also be weighted. The base year will be FY 2015 using trend data from FY 2013, FY 2012, and FY 2011. There is nothing in the funding model for placement, but the model does include funding for Pell recipients or adult learners, and remedial success. Incentives of the formula encourage colleges to get students into college, persuade them to stay, and graduate on time. This funding model is still in the development stages and more information will be forthcoming.
- The Annual Report was distributed. Dr. Thaxton said that the college is very pleased with all of the positives reported this year. The Annual Reports are developed in-house and used throughout the year as a marketing tool.
- There are currently 56 applications for the RN program and only 30 slots available.
- As an update to the new hires and position vacancies, Dr. Thaxton reported that the VPA has been recommended to the Commissioner for approval; the second round of interviews for Executive Assistant to the President is scheduled for January 29; the Webmaster position final interview is tomorrow; and the VPAA position will be posted very soon.

Chairman Caudell reminded everyone that the next meeting is February 20, 2013, on the Clarkesville Campus. A motion to adjourn was requested.

*A motion to adjourn was made at 4:15 p.m. by Dr. Wade, seconded by Ms. Reabold, and approved by all.*

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