

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

Meeting Minutes

December 18, 2013

Call to Order: Chair 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: Mark Rasmussen offered the invocation

Members Present: Chan Caudell, Martha Reabold, Dr. Jim Wade, Mark Rasmussen, Jane Brackett, Dr. Jeremy Williams, Rebecca Stovall, Jeff Gooch, and Rebecca King

Staff Present: Dr. Gail Thaxton, Dr. Mark Ivester, Kathie Ivester, Carol Carson, Sandi Maughon, Michael Boyd, and Lorna Chapman

Staff Absent: Dr. Mike King

Guests: Rick Story and Craig Biesecker

Approval of Agenda:

A motion to approve the agenda was made by Martha Reabold, seconded by Dr. Jim Wade, and approved by all.

Approval of Minutes:

A motion to approve the minutes from the November meeting was made by Rebecca King, seconded by Mark Rasmussen, and approved by all.

Chair's Report: Chan Caudell

- A group of NGTC representatives attended the Habersham Annual Awards dinner on December 9, 2013. The guest speaker for the program was Governor Nathan Deal. The Governor focused his speech on the importance of Economic Development.
- Habersham Archway Professional Rick Story was introduced by Dr. Thaxton. Rick Story explained how the Archway became involved with designing green space for the Clarkesville campus. Athens College student Craig Biesecker was assigned to design a landscape recommendation for the quad area. Facilities and Maintenance Director Michael Boyd was asked about the silo as concerns were raised about the structure. Mr. Boyd stated that the silo has raised concerns and we may need to bring in an engineer and have the Historical Society assess the structure. The board was impressed with the presentation and will discuss further the possibilities for the area. Materials were handed out.
- The 2013 Annual Report was presented with kudos to Public Relations and Information Director Sandra Maughon for producing a quality report that presented recognition, student success, and new initiatives for the future.
- The college was recently advertised in the Southern Distinction lifestyle magazine. Two articles were published in the edition. The Healthy Heart of Education by Sandra Maughon and a Discussion on Composition and Exposure by photography instructors Jeff Gulle and Jim Loring. Jeff Gulle was also highlighted in the White County News. Mr. Gulle's work has been selected to be hung in three advertising firms in Atlanta. Another photography article was highlighted in the Northeast Georgian. Former NGTC student Jesse Abbot and his photography trips around the world focus on the stories of injustice.

Financial and Administrative Services Report: Carol Carson

- Carol Carson explained the bond funds on row seven and eight of the financial report. The college has to spend and pay for the renovations or equipment first before approval and receiving the bond money. The bonds are sold twice in the year. The meaning of "Livework" was also explained on row 11. As part of a student's

educational experience students perform program-related services for faculty, staff, fellow student's, and the public as clients, for example Cosmetology. The financial report reflects revenue from those services performed.

- Carol Carson completed the VPA Leadership Academy. Ms. Carson attended several sessions throughout the year that involved various topics associated with Administrative Services.
- The Business Office is working on year end and in January is working on tax the forms (W2, 1098, and 1099's).
- Michael Boyd reported on the major projects on all three campuses.
 - Clarkesville campus. Parker Nellis: Move-in date is scheduled for March 1. Furniture will be installed in April and student programs will begin on May 16.
 - Currahee Campus. Drywall is being hung, electrical inspection is in progress. TCSG is not approving further extensions on this project, if further extensions are requested penalties will incur.
 - Blairsville Campus. Design meetings are held twice a month.
- Ms. Carson recognized Mr. Boyd for all his hard work with handling the day to day facilities and maintenance as well as the three major construction projects.

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

Academic Affairs Report: Kathie Ivester

- On November 4-6, Kathie Ivester and Janet Henderson attended the National Symposium on Student Retention conference.
- On November 13, Turf and Golf and the Horticulture students and faculty toured UGA Sanford Stadium. The students had the opportunity to talk with the team responsible for taking care of the fields.
- On November 2 the Culinary Arts students volunteered at the Tour de Tugalo bike race at Yonah Dam Park. Congratulations to Angie Cowart, Alex Bladowski, and Carolyn Adams whom represented NGTC at the annual Stephens County Spelling Bee for Literacy, they won first place in the competition.
- The Horticulture students submitted a design to the City of Toccoa's planning department and City Council to design a new greenway site in Historic Downtown Toccoa. Five designs were submitted and the NGTC students' submission for the landscape design came first.
- The Rick Perkins Interviews are in progress. The winner will be announced on January, 2014.

Economic Development Report: Dr. Mark Ivester

- To date 292 students have graduated with a GED.
- Royston LLC is a company that makes retail shelving and has 50 jobs to fill. Parkdale Mills is a yarn spin plant that has 125 job vacancies.
- Dr. Ivester enjoyed a tour of Dwight Stovall's machine shop in Lavonia. It's a full service machine shop with both CNC and conventional equipment.
- A training schedule for 2014 Economic Development classes was handed out.

Student Affairs Report: Dr. Gail Thaxton

- On January 2 we have new student advisement day.

President's Report: Dr. Gail Thaxton

- TCSG compiles metrics for the College of the Year and the 2013 report was handed out to board members. Dr. Thaxton explained key areas in the report and where the college is on track and areas that need improvement. The total point score is 18, NGTC had a total of 11 points.
- Dr. Thaxton asked the board for a revision to the date for the June 2014 board meeting. The Achieving the Dream kick-off meeting is scheduled for June 16-19 and the dates conflicts with the June board meeting. For the FY2015 budget to be approved it is requested that the June meeting be June 25.

A motion to reschedule the June 18 board meeting to June 25 was made by Dr. Jim Wade, seconded by Martha Reabold, and approved by all.

Chair Chan Caudell closed the meeting with a reminder that the next meeting is January 15, 2014 on the Clarkesville Campus. A motion to adjourn was requested.

A motion to adjourn was made at 4:15 p.m. by Mark Rasmussen, seconded by Martha Reabold, and approved by all.

Minutes submitted by:

Approved by:

President
North Georgia Technical College

Chairman of the Board of Directors
North Georgia Technical College