

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

Meeting Minutes

January 15, 2014

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: Jeff Gooch offered the invocation

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

Staff Present: Dr. Gail Thaxton, Dr. Mark Ivester, Kathie Ivester, Carol Carson, Dr. Mike King, and Lorna Chapman

Members Absent: Dr. Jeremy Williams and Rebecca King

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 December meeting was made by Mark Rasmussen, seconded by Jeff Gooch, and approved by all.

Chair's Report: Chan Caudell

- Board members were reminded that a copy of the Notice of Annual State Business Transaction Disclosure Report was in their notebook. The deadline to submit the form is January 31, 2014.
- Chan Caudell attended the GOAL and Rick Perkins Breakfast Awards on January 14 and shared a quote from Emeritus member Bob Owens. It was announced that the four finalists for the Georgia Occupational Award Leadership (GOAL) were:
 - Joshua Holcombe, ASNursing,
 - Georgia Zumwalt, Photography
 - Ashley Jordan, CNC Technology
 - Shannon Garrett, Horticulture
- The winner for GOAL will be announced on January 30 at the Habersham Rotary meeting. Rotary member Martha Reabold extended an invitation to board members to be her guests to the event.
- The Rick Perkins award for excellence was also announced at the breakfast awards. Pharmacy Technology Instructor Christy Bivens will now prepare for the regional judging to take place on March 4, 2014.

Financial and Administrative Services Report: Carol Carson

- On a positive note, we are half way through the year without experiencing any budget cuts.
- Taking a mid-point comparison review from last year to current year, the college has an increase of \$700,000 in tuition and fees revenue due to an increase in student enrollment, an increase in tuition per credit hour, and a \$50.00 learning fee.
- The bookstore revenue is up \$55,000, again, this is due to an increase in enrollment.
- Economic Development is reflecting an increase \$27,000 in revenue over the same time from the previous year.
- Between \$75,000 - \$100,000 needs to be spent to replace the chiller in the Clegg building. The cost may be covered by MRR funds, but we must purchase the chiller and then the invoice will be sent to TCSG for reimbursement from those funds.

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

Academic Affairs Report: Kathie Ivester

- Jan Thompson and Laurie Marsolo were hired as full-time Biology Instructors on the Clarkesville Campus.
- To replace Jo Jo Grant, Barbara Wheatley was hired as a full-time Cosmetology Instructor on the Blairsville Campus.
- The horticulture students installed vegetable beds at Wilbanks Middle School for the “Farm to School” program.
- The National Automotive Technicians Education Foundation (NATEF) was established to improve the quality of automotive technician training programs and evaluate them against standards established by the industry. We had a two day site visit and received a satisfactory report.
- A motion to request a new Paramedicine degree program, and a motion to request a new Paramedicine diploma program, to begin fall 2014 was made. The college will not incur any additional costs for these programs and we offer a state of the art learning environment.

A motion to approve the Paramedicine Degree and Diploma programs as presented was made by Dr. Jim Wade and seconded by Mark Rasmussen, and approved by all.

Economic Development Report: Dr. Mark Ivester

- As of January 15, 2014, 400 students have tested for GED and 340 have passed the test.
- Kautex is a plant that makes fuel tanks and they have announced they have 50 jobs available.
- Based on the success of the superintendents and industry leaders meeting held on August 12, 2013, similar meetings facilitated by Georgia Power’s Economic Development Manager Rope Roberts have been held in Gainesville and Augusta.

Student Affairs Report: Dr. Mike King

- Deneen Winkler was hired as the Administrative Assistant to the Vice President of Student Affairs.
- Dual enrollment has increased with 45 additional high school students.
- Spring enrollment has increased by 7.5%.
- For the Accel/Dual HOPE Grant, 46 students were registered for the Spring Term.

President’s Report: Dr. Gail Thaxton

- Governor Nathan Deal recently made the following announcements:
 - 3% increase in the HOPE scholarship
 - Funding for a student navigator position. This position will work alongside the Special Populations and Retention Coordinator.
 - Salary increase for state employees, the increase will be merit based and granted to employees with satisfactory performance.
- Senator Steve Gooch recently toured the Clarkesville campus to see our buildings and current construction. We are continuing to push the college new building projects with elected officials.
- Commencement is January 23 at the Torch. Chief Judge of the Superior Court, Mountain Judicial Circuit Chan Caudell is our key note speaker for the ceremony.
- FY 2015 budget discussions with Carol Carson, Dr. Mike King, Kathie Ivester, Savonda Turner, and Dr. Mark Ivester begin January 16.
- Michele Shirley was promoted from Special Populations and Retention Coordinator to Admissions Director. Michele replaces Amanda Mitchell who resigned to assist in her husband’s business.
- To avoid penalties staff and faculty are working to make sure we are adhering to the Affordable Care Act regulations for part time employees.

Chair Chan Caudell closed the meeting with a reminder that the next meeting is February 19, 2014 on the Clarkesville Campus. A motion to adjourn was requested.

A motion to adjourn was made at 4:15 p.m. by Dr. Jim Wade, 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