

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

Meeting Minutes

May 21, 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: Dr. Mark Ivester offered the invocation

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

Staff Present: Dr. Gail Thaxton, Dr. Mark Ivester, Kathie Ivester, Dr. Mike King, Colby Moore, Sandra Maughon, Tim Bennett, and Lorna Chapman

Members Absent: Rebecca Stovall and Carol Carson

Approval of Agenda: *A motion to approve the agenda was made by Jane Brackett, seconded by Jeff Gooch, and approved by all.*

Approval of Minutes: *A motion to approve the April minutes was made by Martha Reabold, seconded by Mark Rasmussen, and approved by all.*

Chair Report: Chan Caudell

- Mark Ivester welcomed Cleveland Tool & Design, a company nominated for the 2014 Manufacturing Award. Jeff Gooch introduced his partners and Tom O'Bryant, White County Director of Economic Development made some remarks to the group. Jeff Gooch commented on how Tim Bennett's training has helped with their OSHA Audit.
- Chan Caudell announced that his two year term is ending at the end of June. A volunteer committee needs to be formed to recommend a new chair and vice chair. The new chair and vice chair will assume their duties as of July 1, 2014. Dr. Jim Wade, Jeff Gooch, and Mark Rasmussen volunteered to form a committee.
- New Technical College Director Association directories were handed out to each board member.
- Adult Education Volunteer Appreciation Luncheon invitations were handed out. Please RSVP Lorna if you plan to attend.
- The Parker Nellis building tour is arranged for after this meeting.

Financial and Administrative Services Report: Dr. Mark Ivester

- We are waiting on the summer numbers to finalize for an update on the budget. The college has a carry-over of 1.9 million dollars and the summer revenue may have a big impact on this amount.

Approval of Financial Report: *A motion to approve the April financial reports was made by Dr. Jim Wade, seconded by Jane Brackett, and approved by all.*

Economic Development Report: Dr. Mark Ivester

- On May 8th we had 41 attendees for the Dream IT Do IT (DIDI) Kickoff meeting. Seven counties were represented by educators, economic development leaders, and 19 industries from around Northeast Georgia. Mr. Nick D'Antonio from the Manufacturing Institute facilitated sessions on implementing DIDI in our region. Dr. Thaxton presented a very productive session dealing with workforce needs in our area. The DIDI program provides partners in our region with a proven platform for promoting manufacturing careers in Northeast Georgia.
- We have met all the qualifications to become an assessment center for Production Technicians. Tim Bennett and Brad Cagle will take training to obtain certification to offer a program for Certified Production Technicians.

- June 2nd starts the Nuts Bolts & Thingamajigs – youth manufacturing camp. Manufacturing tours include visits to Caterpillar (Athens), Caterpillar (Stephens), Kautex (Lavonia), and Kings Hawaiian (Gainesville). The camp includes guest speakers and a safety meeting with the students.

Academic Affairs Report: Kathie Ivester

- A Risk-Based Performance Accountability Review was conducted on April 16th. The Perkins visit went well without any recommendations.
- The FY15 Perkins Local Budget Application was submitted to TCSG on April 18th.
- On April 18th the Achieving the Dream (ATD) Readiness Assessment was submitted. The kick-off for ATD is June 16th – 19th in Charlotte NC.
- A motion to approve Commercial Truck Driving TCC on the Clarkesville Campus effective Fall 2014 (201512) was presented. The certificate program was a continuing education program but had an average of 9 students per class. We want to keep options open as the workforce is changing. No additional faculty is needed for the program.

Approval of Program. *A motion to approve the Commercial Truck Driving TCC on the Clarkesville Campus effective Fall 2014 (201512) was made by Mark Rasmussen, seconded by Jane Brackett, and approved by all.*

Student Affairs Report: Dr. Mike King

- One hundred and sixty students earned the President's List distinction (4.0 GPA or better in 12 or more credit hours exclusive of Learning Support coursework). Dr. Thaxton announced that the new Zell Miller HOPE Grant is for students in Certificate or Diploma programs with a 3.5 GPA or greater, and *full* tuition will be covered.
- StarFish implementation is underway and a staff training video will soon be released. StarFish goes live on Wednesday May 28th.
- Spring Semester commencements are June 5th and 6th. The commencement on the 5th is at the Torch, Demorest, GA. The commencement on the 6th will be held at the Towns County Recreation and Conference Center, Young Harris, GA. The guest speaker for both events is Lisa Eason, Assistant Commissioner of Administration For TCSG.

President's Report: Dr. Gail Thaxton

- Dr. Thaxton commended all staff and faculty for their hard work and shared some of the projects that are going on behind the scenes:
 - For the project to keep our college history alive, we are collecting historical information about NGTC, Habersham College, North Georgia Vocational and Technical School, and the 9th District A & M School. The advertisement announced in the local newspaper generated numerous responses and we have met with some interesting retirees, former students, and local community members. Some of the people we have met will join us on June 3rd for the ribbon cutting and 70th celebration, including retiree Dan Dixon and a former student from the 1930's, Milam Kocica.
 - We are working on employee salary adjustments and should have more information to share at the next board meeting.
 - The Parker Nellis renovation and the move-in is progressing. Maintenance/ Facilities and IT have been working on moving in all the new equipment in time to accept students for the summer semester.
 - We are in the process of refining the attendance procedure.
 - The Grant Coordinator Grace Duvall is diligently working on the application for the FY15 TAACCT grant. We are in the last round of the application process.

Chair Chan Caudell closed the meeting with a reminder that the next meeting is June 25, 2014 on the Clarkesville Campus.

A motion to adjourn the meeting was made by Dr. Jim Wade, seconded by Mark Rasmussen, and approved by all.

Minutes submitted by:

Approved by:

President
North Georgia Technical College

Chairman of the Board of Directors
North Georgia Technical College