

**NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS**

**Meeting Minutes**

**August 20, 2014**

**Call to Order:** Martha Reabold called the meeting to order at 3:00 pm. The meeting was held on the Currahee Campus of North Georgia Technical College.

**Invocation:** Dr. Mark Ivester offered the invocation

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

**Staff Present:** Dr. Gail Thaxton, Carol Carson, Dr. Mark Ivester, Kathie Ivester, Dr. Mike King, Sandi Maughon, Colby Moore, and Lorna Chapman

**Members Absent:** Rebecca King

**Guests:** Ashley Segars and Nancy Morris

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

**Approval of Minutes:** *A motion to approve the June minutes was made by Dr. Jim Wade, seconded by Mark Rasmussen, and approved by all.*

**Chair Report:** Martha Reabold

- The Technical College Director's Association (TCDA) is requesting a board group photo for the FY2015 directory. Colby Moore has set up an area for the photo to be taken before we leave today.
- Our guest speaker is practical nursing student Ashley Segars. Ashley is here with her instructor Nancy Morris, and Ashley will share her story about her background and what brought her to NGTC and the nursing program.
- The new health wing at the Currahee campus is having its official ribbon cutting on Tuesday October 7. The event will start at 10:30 am and include an open house tour and light refreshments. Commissioner Ron Jackson has accepted our invitation to join the event. Facilities Director Michael Boyd is available after this meeting to walk you through the new wing.
- The current board member contact listing is in your notebook, please review your contact information, and make changes if needed. The list will be updated and emailed to you.
- Grant Coordinator Grace Duvall emailed a communication to all board members on August 15. The email contained information on a USDA Rural Business Enterprise Grant, and the possibility of a call from the Rural Development Office to board members.
- Chan Caudell was recognized for his dedicated work as the chair of the board for the past two years. Dr. Thaxton presented a token of our appreciation sporting the NGTC logo.
- The next board meeting is scheduled for September 17. It is requested by Dr. Thaxton that due to personal reasons, the meeting is cancelled for September, and the board to meet on October 15, as scheduled.

**Approval to cancel September 17, meeting.** *A motion to approve the cancellation of the September 17 meeting was made by Mark Rasmussen, seconded by Dr. Jim Wade, and approved by all.*

**Financial and Administrative Services Report:** Carol Carson

- The exterior of the bookstore was recently painted and the new quad area steps are close to completion. The goal for the Clarkesville campus is to have a unified exterior landscape appearance.

**Approval of June and July Financial Report:** *A motion to approve the June and July financial reports was made by Dr. Jim Wade, seconded by Jeremy Williams, and approved by all.*

**Academic Affairs Report:** Kathie Ivester

- Due to enrollment demand eighteen extra classes have been added, and we have hired twenty four new adjuncts.
- The full-time hiring includes:
  - Dusty Bolman was hired as a Welding Instructor
  - Mallory Hicks was hired as an English Instructor in Blairsville
  - Melissa Hozey was hired as the Librarian for the Currahee Campus
  - Mark Harmon was hired as the Institution Research Analyst

**Student Affairs Report:** Dr. Mike King

- Enrollment as of today is 2,900 and the dormitory is full to capacity, and we have a waiting list. Last year the enrollment was at 2,432. We have confidence that budget will be met and Administrative Services personnel are the critical element in this process over the next few days.
- The question was asked if improvements were made to advisement and the registration process for this year. Compared to last year improvements have been made to ease the process with the wait time and communications. Feedback has been positive. Dr. Thaxton commented that compared to last year she has not received a student complaint concerning the registration process. Dr. King stated that 90 – 95% of registration can be completed online, however, we do encourage face to face meetings with advisors, and the student does need to come on campus to obtain an ID badge.
- The Student Portal website went live on the College webpage providing more information and easier navigation to prospective students. The project was funded by grant funds.

**Economic Development Report:** Dr. Mark Ivester

- Certified Production Technology – CPT is a national credential aimed at providing workplace skills for entry level manufacturing workers. Several companies are currently interested in the credential that includes yellow belt six sigma and OSHA compliance. Brad Cagle and Tim Bennett are in the process of becoming the certified CPT instructors. Trachte will be sending eight employees to the class that begins in September.
- The EDC council meeting is August 27 and starts at noon. Attendees include four superintendents and sixteen manufacturers. Via satellite, Jack Plunder the President/CEO for the Manufacturers Resource Center in Pennsylvania is the guest speaker.
- Plans for the manufacturing summit on October 22 are in progress. Keynote speaker is Joe Yarbrough, State Board Chair of TCSG. His background is in manufacturing with careers with Coronet industries and Aladdin Mills industries.

**President's Report:** Dr. Gail Thaxton

- Thank you to Martha Reabold, for stepping up to the chair of the board responsibility. We are delighted to have you, and appreciate the continuity of leadership that you bring to the board. During Chan's tenure as Board Chair, the college has received full accreditation from the Southern Association of Colleges and Schools, Commission on Colleges (SACS/COC). The college also navigated difficult budgetary constraints which required a reduction in force and the closing of some programs which had to be balanced against the constant improvements required to carry the college into the future. New programs including the Associate of Science in Nursing, Early Childhood Care and Education, and Engineering Technology were added. Several facilities expansion projects were managed including the Welding Building, Currahee Campus Health Wing, and the Parker Nellis Renovation, and more projects have been started.
- Preliminary numbers indicate fall semester to be strong. We have been working on adding classes, securing new furniture and preparing classrooms.

- We met the goal of serving our students at the Currahee campus for Fall semester.
- Vice presidents faculty, and staff are working very hard in preparation for the Achieving the Dream kick off on October 8.

Martha Reabold closed the meeting with a reminder that the next meeting is October 15, 2014 on the Clarkesville Campus.

**Approval to adjourn.** *A motion to adjourn the meeting was made by Mark Rasmussen, seconded by Rebecca Stovall, 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