

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

Meeting Minutes

October 15, 2014

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

Invocation: Jeremy Williams offered the invocation.

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

Staff Present: Dr. Gail Thaxton, Carol Carson, Dr. Mark Ivester, Mindy Glander, Dr. Mike King, Sandra Maughon, Colby Moore, Mark Harmon, Janet Henderson, and Lorna Chapman

Members Absent: Rebecca King, Jane Brackett, and Kathie Ivester

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

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

Chair Report: Martha Reabold

- Please welcome Research Analyst Mark Harmon to the meeting. Mark will provide a data presentation later in the agenda.
- Board members attending the Leadership Conference have the itinerary in their notebooks. Lorna will communicate any further agenda updates via email.
- NGTC promotional materials were shared and Sandra Maughon explained that the half page advertisement in the Northeast Georgian newspaper is the new TCSG initiative, "Go Back, Move Ahead."
- Promotional materials
 - Recruiting - Your College, Your Career, Your Success
 - TCSG Quick Start Newsletter has an article on the Manufacturing Appreciation Luncheon
 - NGTC mentioned in the GEMC Georgia magazine
 - Southern Distinction magazine: Photography instructors Jeff Gulle and Jim Loring discuss their perspective of a student's photo image
 - Southern Distinction magazine: An interview with Chef David Drake by Sandra Maughon

Financial and Administrative Services Report: Carol Carson

- Most of the Fall revenue is recorded on the September financial report. On the seven day enrollment report we are \$4,000 above budget.
- The revenue bond funds are being used for the quad area, including the steps, and landscaping project.
- Other projects include:
 - Lawn and matching pavement around the Porter Yearwood building to give a unified appearance to the campus
 - Restroom updates and disability doors for buildings
- Employee Open Enrollment begins on October 27 and will end on November 14.
- Purchasing Manager Jeannie Barrett was featured in the Team Georgia Fall issue for her outstanding work in the Team Georgia Marketplace. Jeannie manages the purchasing for three campuses and has processed over 3,000

requisitions in the Team Georgia Marketplace™. It is an honor for DOAS State Purchasing to recognize Jeannie for her work.

Approval of August and September Financial Report: *A motion to approve the August and September financial reports was made by Mark Rasmussen, seconded by Rebecca Stovall, and approved by all.*

Academic Affairs Report: Mindy Glander

- A recap of recent off site meetings was presented.
- The Currahee new health wing ribbon cutting on October 7 was well attended by the community, and we were able to provide iStan demonstrations on the tour.
- The horticulture students participated in a landscaping project for the Greenway Park in Toccoa. They also designed and installed a greenspace area at Toccoa city pool.

Student Affairs Report: Dr. Mike King

- The full time High School Coordinator position has been filled by Page Rhoad.
- There is an increase this Fall semester for dual enrollment. As of October 15, we have 159 students enrolled.
- 90.8% of AY2013 graduates are employed in their field of study, this number has exceeded the goal we set.

Economic Development Report: Dr. Mark Ivester

- The first class for the Certified Production Technician started last week.
- The GED graduation ceremony is on October 16 at the Habersham Central High School. Approximately 50 students will attend the graduation.
- The Fall Economic Development Council meeting was attended by Rebecca Stovall and Jeremy Williams. Two key issues were raised at the meeting concerning internships and communications.
- The Manufacturing Summit is on October 22. Joe Yarborough is the guest speaker. The “What’s Cool about Manufacturing” videos will be shown, and the winner announced. An agenda was distributed to the board members. Five companies participated and two videos were shown at the meeting, they were Cleveland Tool & Design and Corrugated Replacements.

President’s Report: Dr. Gail Thaxton

- On October 8, we had the Achieving the Dream kick off. The event was a successful, educational, and fun day. TCSG has fourteen colleges involved in the ATD initiative. An overview of the ATD principles and the five steps for student success were handed out. Focus groups have been set up to meet with students to ask how can we do better with online courses.
- The Fall semester seven day enrollment report was distributed and we are looking at what did the college do well and how can we replicate the percentage.

Data Presentation: Mark Harmon

- Research Analyst Mark Harmon explained the data report that was handed out and clarified some of the information presented in the report.

Martha Reabold closed the meeting with a reminder that the next meeting is November 19, 2014, on the Clarkesville Campus.

Approval to adjourn. *A motion to adjourn the meeting was made by Dr. Jim Wade, seconded by Jeremy Williams, and approved by all.*

Minutes submitted by:

President
North Georgia Technical College

Approved by:

Chairman of the Board of Directors
North Georgia Technical College