

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

Meeting Minutes

April 15 2015

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

Members Present: Rebecca King, Chan Caudell, Jane Brackett, Ron Barden, Rebecca Stovall, and Mark Rasmussen

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

Members Absent: Dr. Jim Wade and Jeff Gooch

Guests: Pam Segers, Georgia Zumwalt, Brad Cagle, and Tim Green

Invocation: Dr. Mark Ivester offered the invocation.

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

Approval of Minutes: *A motion to approve the March minutes was made by Mark Rasmussen, seconded by Jane Brackett, and approved by all.*

Chair Report: Jeremy Williams

- The board welcomed and congratulated NGTC 2015 Rick Perkins winner Pam Segers, and NGTC 2015 GOAL winner Georgia Zumwalt.

Each year faculty and staff nominate instructors who exemplify excellence in teaching. The *Rick Perkins Award for Excellence in Technical Instruction* has been an ongoing statewide event since 1991, and is designed to recognize technical college instructors who make significant contributions to technical education through innovation and leadership in their fields.

- *Georgia Occupational Award for Leadership – GOAL* - is a statewide program of the Technical College System of Georgia and it was actually started at NGTC in the early 1970's. A program that honors excellence in academics and leadership among the state's technical college students. Local GOAL winners are selected at each of the state's technical colleges. The candidates are nominated by an instructor and must carry at least a 3.0 GPA and demonstrate strong work ethics and leadership skills. From across all three of North Georgia Technical College's campuses, students representing 11 programs were nominated as candidates to represent NGTC in the state competition.

- PBL Advisors Brad Cagle and Tim Green will join us towards the end of the meeting to talk about the PBL conference and the student accomplishments.

Financial and Administrative Services Report: Carol Carson

- The financial report is on target at 75% into the year. We do have the summer revenue in tuition and fees to be posted, and the bookstore will have their sales for the summer semester to post in FY2015.
- The federal and bond funds will be drawn once the expense has been recognized. The funds include Adult Education, Perkins, and College Work Study.
- It was explained that the bond money has one fund ending June 30, 2015 and the next fund ends in June FY2016.

- To clarify the line item on the finance report for salaries. We have paid out 75% of full time salaries, and on target with part time employees and time-sheet employees, to keep in mind is the two week lag.
- The Commissioner has approved the following fee changes:
 - \$20.00 campus safety fee. This new fee will generate revenue that will allow us to fund a security position on the branch campuses
 - \$20.00 Biology/Chemistry lab fee to provide revenue to stock the labs with consumables
 - \$50.00 increase in registration. The increase is in line with other technical colleges
 - An Increase in the dormitory fee. A double occupancy from \$1,950.00 to \$2,000.00

Approval of Financial Report: *A motion to approve the March Financial Report was made by Chan Caudell, seconded by Mark Rasmussen, and approved by all.*

Academic Affairs Report: Kathie Ivester

- Retention meetings have been held with all faculty by the Academic Deans.
- The Achieving the Dream Data Summit was held on the Clarkesville campus and the ATD coaches said it was a successful event.
- For the FY2016 budget, we have conducted a faculty driven equipment needs. The results from the requested equipment needs is prioritized. One of the prioritized items is upgrades for the DLC.
- Janet Henderson Director for Institutional Effectiveness, discussed the FY2016 Perkins Application with the good news of a \$30,000 increase from last year.

Action Items:

- Notification of ASN Nursing on the Blairsville Campus, effective Fall 201612
- Notification of Phlebotomy Technology TCC on Clarkesville and Blairsville campus, effective Fall 201612
- Notification of Nurse Aide TCC on the Blairsville campus, effective Fall 201612

Approval of Action Items: *A motion to approve the three action items was made by Rebecca Stovall, seconded by Rebecca King, and approved by all.*

Student Affairs Report: Dr. Mike King

- In March students competed in the Georgia SkillsUSA Championships with 28 of 40 students placed as a medal winner. Eight students won first place in the state competition earning the right to compete in the National SkillsUSA Championships in Louisville, Kentucky in June. We plan to invite instructor Morris Harrison to share his SkillsUSA experience at the next board meeting. Photography student Georgia Zumwalt, was elected to represent the Georgia SkillsUSA State Officer team.

Economic Development Report: Dr. Mark Ivester

- NGTC hosted the third Economic Development Council spring meeting on May 6th. The meeting went well with a strong focus on internships and apprenticeships.
- The Georgia Manufacturers of the Year Awards (MAW) Luncheon is Thursday April 16th and board member Rebecca Stovall will be attending to represent nominated company Stovall Machine Products.
- A breakfast was held on the Clarkesville Campus to recognize our GED volunteers throughout our service area. Individual awards were presented for those volunteers reaching specific years of service milestones.

President's Report: Dr. Gail Thaxton

- Dr. Thaxton welcomed new board member Ron Barden who will represent Rabun County. Ron has extensive experience in the field of education specializing in technical support, and is in the process of fulfilling his board certified training. Mark Rasmussen will be transitioning out as a board member at the end of June, 2015.

- The \$30,000 increase from the FY2016 Perkins Application, we are requesting an additional Engineering Instructor. We need to add another Engineering Instructor to balance out the skill sets.
- We look forward to seeing everyone at the Blairsville Campus Health Expansion Groundbreaking on April 29th. Once the new addition is complete it will allow space to expand our programs such as Cosmetology, and Personnel Services.

Approval to adjourn. *A motion to adjourn the meeting was made by Rebecca Stovall, seconded by Jane Brackett, and approved by all.*

Minutes submitted by:

Approved by:

President
North Georgia Technical College

Chairman of the Board of Directors
North Georgia Technical College