

## NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

### Meeting Minutes

June 17, 2015

**Call to Order:** Chair Rebecca King called the meeting to order at 3:00 p.m. The meeting was held on the Clarkesville Campus of North Georgia Technical College.

**Invocation:** Mark Rasmussen offered the invocation.

**Members Present:** Rebecca King, Chan Caudell, Dr. Jim Wade, Rebecca Stovall, Mark Rasmussen, Jane Brackett, and Ron Barden

**Members Absent:** Jeff Gooch and Jeremy Williams

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

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

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

#### Chair Report

- The TCDA publication was displayed and made available for all board members to pick up after the meeting. Ron Barden has been through Board training and during his session, he attended a CNC class. Ron noted that he was very impressed with the level of instruction, especially the math implementation. He plans to go to view more classes, especially those in the industrial programs as many of the residents of Rabun County are interested in those careers.
- Two commencement ceremonies will be held this week, one in Demorest, and one in Blairsville. Board members are encouraged to attend.
- There will be no meeting in July; the next meeting will be August 19 on the Currahee Campus.
- Rebecca King noted that this was Mark Rasmussen's last meeting. Dr. Thaxton expressed her appreciation for his service and presented him with a small token of thanks.

#### Administrative Services Report: Carol Carson

- Carol offered a brief explanation of the college planning process for the annual state budget allocation request. It begins in January with a review of employee positions required, enrollment trends, program performance, and the balance of adjuncts to full-time instructors. Employees are notified to make budget requests for their program/department in February; this ensures that all employees have input into the budgeting process. In April at the State Leadership Meeting, the allocation amount is made known to the Presidents and the Vice Presidents of Administration. Afterward the department budgets are finalized and in June the budget is presented to the Board.
- The FY16 Budget was then presented to the board with some highlights made:
  - MR&R is not funded in FY2016.
  - We have used some of the reserve funds for DLC equipment and dormitory upgrades. It is in the best interests of the college to have a long-term plan for using reserve (also called carryover) funds for NGTC projects.
  - Some grants that had been funding positions were completed in 2015 and those positions will now be fully funded by NGTC.

- A new Campus Safety Fee has been added. This is a result of requests from students for more security presence, particularly on the Blairsville and Currahee Campuses.
  - The repairs to the Currahee chiller, \$100K, were covered by emergency MR&R funds from the state, thanks to some quick phone calls by Dr. Thaxton.
  - Tony Fulbright completed VPA Academy training in May.
  - BDR consulting was contracted to review the structure of the Cy Grant Gym and we will submit the project as a “small capital outlay” request to the state. More information will be covered in the President’s Report.
- ~ A motion to accept the Annual financial report as presented was made by Jane Brackett, seconded by Dr. Jim Wade, and approved by all.
- ~ A motion to accept the May financial report as presented was made by Dr. Jim Wade, seconded by Rebecca Stovall, and approved by all.

**Academic Affairs Report:** Kathie Ivester

- The ATD Implementation Plan was submitted on May 21 and, once approved, NGTC will have three items in the Intervention Showcase, accessible by anyone.
- Perkins budget amendments were submitted May 28. The 2016 Perkins budget has also been submitted and we have received a verbal approval; waiting for written approval.
- The Automotive Technology program purchased a 2006 Ford Ranger truck from Ed Murdock Superstores. This truck has manual transmission and will be very useful for student labs.
- Core switches for Blairsville and Currahee have been ordered. These will help communications between campuses and with DLC classes.
- Pinning ceremonies for Pharmacy Tech, Clinical Lab, and Medical Assisting have been scheduled in July.
- On July 1, Leslie McFarlin will begin her duties as the third Dean.
- Renee Deibert completed her doctorate in Educational Leadership.
- Planning is underway for the 2015 ATD Implementation Kick-off scheduled for August 4.
- The Associate of Science in Nursing students are taking the NCLEX to become Registered Nurses; several have already passed and more are scheduled to take the test.

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

- Members of the Financial Aid staff have processed more than 5,000 FAFSA applications for Fall semester.
- Arnold White joined us as Career Placement and Development Director effective April 1.
- Two USDA grants were submitted.
- Over 300 students are eligible to receive credentials at the Spring Commencement; we expect more than 100 to participate in the ceremonies.
- New Student Advisement will be held July 9 and August 3.
- Though the official enrollment numbers are not in from TCSG yet, it appears that NGTC will show a 10% increase over last year’s summer enrollment.

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

- 63 companies have received training so far this year including Tencate, United Community Bank, Scovill, and Global Partitions.
- At the recent Pioneer RESA meeting, the format was similar to our Economic Development Council meetings held the past three years. Highlighted was a panel discussion on manufacturing.
- It is important to listen to what our companies have to say and to respond, even if it is just a comment made in passing. For example, after the last EDC meeting, one HR representative stated they would not hire our students because they didn’t have the right training. This led to a tour of the IST department and a subsequent donation of equipment – and an assurance that our students would certainly be considered for employment in the future.

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

- We will welcome Commissioner Corbin to our campus on Tuesday, July 7. The board is invited to join the community Meet and Greet at 9:30 in the Dining Hall Annex.
- The Alumni Luncheon and Awards ceremony was held on Saturday, June 13, and the college looked great!
- Dr. Thaxton presented some information on the project to renovate the Cy Grant Gym which was built in 1947.
  - The consultants have verified that the building is worth saving.
  - The first work that must be done is to the "envelope" of the building – sealing it in and reinforcing the infrastructure.
  - The renovation plans include locker rooms, showers, gaming area, and meeting rooms.
  - The space is approximately 22,000 square feet, including the pool area which will be covered so the lower area will be one level.
  - It is important to provide our students with the full college experience.
  - This project will cost approximately \$4.5M and will be submitted as a small capital outlay project.
- Dr. Thaxton will be assuming duties as Interim President at Athens Technical College on July 9.

**Approval to adjourn.** *A motion to adjourn was made at 4:15 p.m. by Chan Caudell, seconded by Jane Brackett, and approved by all.*

Minutes submitted by:

Approved by:

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Acting President  
North Georgia Technical College

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Chairperson of the Board of Directors  
North Georgia Technical College