

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

Meeting Minutes

August 19, 2015

Call to Order: Vice Chair Jeremy Williams called the meeting to order at 3:00 p.m. The meeting was held on the Currahee Campus of North Georgia Technical College.

Invocation: Dr. Jim Wade offered the invocation

Members Present: Jeremy Williams, Rebecca Stovall, Dr. Jim Wade, and Rebecca King

Staff Present: Dr. Mark Ivester, Kathie Ivester, Carol Carson, Dr. Mike King, Shelby Ward, Leslie McFarlin, Carol Jackson, Colby Moore, and Lorna Chapman

Members Absent: Jeff Gooch, Jane Brackett, Chan Caudell, and Ron Barden

Approval of Agenda: The meeting was held, however, a quorum was not present, therefore, no motions were affirmed.

Approval of Minutes: The meeting was held, however, a quorum was not present, therefore, no motions were affirmed.

Chair's Report: Jeremy Williams (Vice Chair)

- Dean of General Studies and Personal Services Leslie McFarlin shared information about her new role in Academic Affairs.
- We welcome Associate Director of Economic Development Carol Jackson, and Dean of Adult Education, Shelby Ward. We will hear their report updates later in the meeting.
- The Currahee Campus turns 10 years old and we plan to celebrate the anniversary on Thursday September 3, 2015. The event will be a drop in reception from 2:00 – 4:00 pm.
- The 2015 TCSG Facts and Directory booklet is available, and a copy is in each notebook.
- The 2015 TCDA Leadership Conference is October 26 – 28 in Atlanta. Please RSVP Lorna if you plan to attend.

Financial and Administrative Services Report: Carol Carson

- The fiscal year closed July 17 in the state's PeopleSoft software system.
- We are in the process of converting the governmental books to GAAP for audit and reporting purposes, this involves:
 - Capital assets expensed when purchased but must be shown on the balance sheet
 - Record depreciation costs
 - Long term liability for compensated absences. Annual leave hours – employees are paid the balance up to 360 hours at the time of termination
 - Remove open purchase orders
 - Remove all revenue and expenses related to Student Activity Funds
 - Record pension liability and the inflow and outflow of revenue; this is based on information for TRS and ERS pension systems actuary reports
- The year closed with many projects including:
 - The dorm AC upgrades, DLC replacements, dorm cameras for a total of \$663,446.00
 - Currahee campus expansion completion
 - The Blairsville expansion construction in progress
- Administrative Services has new staff – Terry Edwards at the Clarkesville bookstore and Gerald Miklavic at the Blairsville bookstore. Stanley Healan has transferred from custodian to food service in the dining hall.
- The state has notified us that we have approved bond money MRR for FY2016.

- Questions were asked about the new name change and the Cy Grant gym. There has not been any further mention from TCSG of the name change. A study was conducted on the gym, and a plan was designed. No further action at this time.

Academic Affairs Report: Kathie Ivester

- DegreeWorks is upgraded and students may view their academic history.
- For the Fall Semester we added thirteen new classes and twenty-nine faculty.
- The Kautex Company recently donated a robot for the IST program.

Student Affairs Report: Dr. Mike King

- To date, 3,560 FAFSA's have been processed for 2015.
- We have maintained our last year's Fall enrollment numbers (2,663 in 2014).
- 147 students earned the President's List distinction for Spring Semester 2015.
- Fall Semester begins on August 19.

Economic Development and Adult Education Report: Carol Carson and Shelby Ward

- Economic Development – NGTC received a grant to offer free driver's education classes. The class is 30 hours with 6 hours at the wheel. The grant was initiated through Joshua's Law. We are looking forward to receiving two donated cars for the training.
- Adult Education – The fiscal year closed with 949 GED students.
- GED graduation is October 8 at Habersham Central High School at 6:00 pm.
- A new adult education center is open in Lavonia.

President's Report: Dr. Mark Ivester (Acting President)

- Dr. Ivester thanked everyone for their support during the temporary transition of presidency. Dr Thaxton is in close contact and is doing well in her interim role.
- A new plastics manufacturing company called KJW is in need of 200 workers by August 2017. We are looking into how we can assist with the skills needed.
- A meeting was held with Superintendent Melissa Williams from Rabun County. Rabun County High Schools are asking to team with NGTC and have requested advice on new programs.
- Fieldale Farms recently donated a \$5,000 check to the Foundation and will continue with the donation on an annual basis.
- At the last state board meeting the board addressed the subject of local board meetings being conducted via teleconference. The revised policy is being finalized to allow teleconferencing to include clarification on the criteria.
- Sandra Maughon has resigned her position as Public Relations and information Director, her last day was July 31. We are recruiting for a new Public Relations and Information Director to fill the position. Human Resources Coordinator Marcia Peyton is retiring at the end of the year, and Lorna Chapman will transition into the role in Human Resources as of October 1, 2015.

Chair: Jeremy Williams (Vice Chair) closed the meeting with a reminder that the next meeting is September 16, 2015 on the Clarkesville Campus.

Minutes submitted by:

Approved by:

 President
 North Georgia Technical College

 Chairman of the Board of Directors
 North Georgia Technical College