

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

Meeting Minutes

March 23, 2016

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

Invocation: Ron Barden offered the invocation.

Members Present: Vice Chair Jeremy Williams, Jeff Gooch, Dr. Jim Wade, Jeff Gooch and Ron Barden

Members Absent: Rebecca King, Chan Caudell, Jane Brackett

Staff Present: Dr. Mark Ivester, Acting President; Carol Carson, Vice President Administrative Services; Kathie Ivester, Vice President Academic Affairs; Dr. Mike King, Vice President Student Affairs; Carol Jackson, Associate Vice President of Economic Development; Amy Hulsey, Public Relations & Information Director; and Trudi Schubring, Executive Assistant to the President.

Guests: Jason Egerton, 2016 NGTC GOAL winner; Christy Bivins, Department Chair of Health & Sciences; and Dr. Fran Chastain, Dean of Student Affairs

Approval of Agenda: *There was a motion by Jeff Gooch, a second by Rebecca Stovall, and the agenda was unanimously approved.*

The board welcomed Jason Egerton, the 2016 NGTC Georgia Occupational Award for Leadership (GOAL) winner, along with his nominating instructor Christy Bivins, and Dean of Student Affairs, Dr. Fran Chastain. GOAL candidates are nominated by an instructor and must maintain at least a 3.0 GPA and demonstrate strong work ethics and leadership skills. This statewide award program of the Technical College System of Georgia was started at NGTC in the early 1970s and continues to honor excellence in academics and leadership among the state's technical college students today. Local GOAL winners are selected at each of the state's technical colleges.

The GOAL and Rick Perkins winners for the State will be announced at the TCSG Leadership meeting in April, 2016. Charles Hill, EMT Instructor, is the 2016 NGTC Rick Perkins winner, however was unable to attend today's meeting. He will attend as a special guest at the April NGTC board meeting.

Approval of Minutes: *There was a motion by Dr. Jim Wade, a second by Ron Barden and the minutes from the February 17, 2016 meeting were unanimously approved as submitted.*

Chair's Report:

- Vice Chair Williams reminded the board of the ribbon cutting for the Blairsville Health & Science wing on Tuesday, April 26th @ 10:30 am.

Financial and Administrative Services Report: Carol Carson

- NGTC had strong Fall and Spring enrollment numbers and the projected budget is on track.
- Ms. Carson anticipates that year end funds will be available which will be utilized for projects or other needs not built into the original budget. Some of the needs include two replacement vehicles, a computer lab replacement in Blairsville, and replacement of the large digital outdoor signage on all three campuses. Work is currently underway to obtain quotes on the LED digital signage.
- Michael Boyd, Facilities Director and the Fire Marshall recently conducted a walk-through of the new Health & Science wing in Blairsville. Work continues on alarm synchronization between the current building and the new wing which will need to be completed before furniture and staff are moved into the space.

- In the Human Resources area, there have been 37 full time hires since January, and nine separations. Ms. Carson noted the new hires were replacement positions, and not newly added positions. Dr. Ivester shared that there is quite a bit of competition between the schools in the region, and as a state agency, compensation can sometimes be a factor in recruiting experienced technical instructors. He emphasized the importance in finding the right fit, someone who has a heart for the students and is not primarily compensation driven.
- In other HR news, biometric screenings were conducted on March 10, 2016 with over 80 staff and community members participating. The screenings are part of the wellness initiatives included in the health insurance package for state employees.

A motion to accept the March 2016 financial reports as submitted was made by Ron Barden, seconded by Jeff Gooch, and unanimously approved.

Academic Affairs Report: Kathie Ivester

- Academic Affairs presented a new program request for a Nurse Aide Technical Certificate of Credit (TCC) for Rabun County High School. The Nurse Aide TCC prepares students with classroom training and practice as well as the clinical experience necessary to care for patients in various settings. No additional equipment or modifications will be needed since a similar program is being offered at Rabun County High School.
- Six faculty attended this year's DREAM Institute in Atlanta. A debrief is scheduled to recap and share information and lessons learned from the conference.
- An active shooter training seminar was conducted in coordination with a recent Faculty meeting on all three campuses.
- The IT Department has begun preliminary set-up work for Office 365 and a single sign-on for faculty and staff.
- Wildland Fire Training by the US Forestry Service and Georgia Forestry Commission was conducted for the Environmental Tech students.
- Ms. Ivester recognized and thanked Ron Barden for serving as a judge at the Rick Perkins competition.

motion to affirm the request for a Nurse Aide TCC with a projected start date of Fall 2017 was made by Ron Barden, seconded by Rebecca Stovall, and approved by all.

Economic Development and Adult Education Report: Carol Jackson

- Thirteen students graduated from the Electrical Lineworkers class, with three of the graduates having received job offers at the time of their graduation.
- The customized welding training and certification course for inmates at the Lee Arrendale Transitional Facility is going well and an ongoing program is currently under consideration.
- Ms. Jackson noted that the HESI exam for entrance into the nursing program is a revenue-maker for NGTC, with a cost of \$65 each time a student takes the exam. Some students take the exam multiple times in order to obtain the highest and best possible score.
- NGTC current NRS enrollment is 815 students. There are currently 128 students plus an additional 38 who previously did not meet the passing score requirements, but under the new law do meet the scoring requirements in the GED program.
- The Continuing Education division of Economic Development continues to proctor student exams for the ASN and PN programs on all three NGTC campuses. A total of nine HESI sessions were offered.
- The Driver's Education program continues to be successful. Ms. Jackson announced that there was a bill at the beginning of the legislative session that would have continued the funding for the driver's education program, however, it did not make it through. The good news is there is another bill moving through the Senate on which this could be attached as an amendment. NGTC remains hopeful that it will make it through the process.
- Continuing Education has 20 class offerings, including an OSHA 30, various computer programs, Introduction to Digital Photography, Floral Design, etc.
- Planning is underway for the semi-annual Economic Development meeting in April, 2016.

Student Affairs Report: Dr. Mike King

- A Resource Fair was held on the Clarkesville Campus with over 100 students participating in the event.
- The SkillsUSA High School Competition was hosted by NGTC on the Clarkesville Campus with over 360 students participating in the competition and representing 22 high schools from North Georgia. This was a good opportunity to showcase NGTC and its programs.
- The Electrical Lineworker program is full for the 2016 Fall Semester and a Summer semester has been added.
- Graduation applications have been received and are being processed for the June Commencement ceremonies.
- The PLANET Competition for the horticulture program was recently held at Mississippi State University, where NGTC students competed with other technical and community colleges. NGTC ranked #16 in the nation. Dr. King commended the work of students and Craig Thurmond, horticulture instructor.
- Work is underway with the State Department of Education and TCSG on a project to test 350 high school students in Habersham, Franklin and Stephens County. TCSG is looking at a new test, Accuplacer, which will replace Compass. The project is being undertaken to look at end-of -course testing.
- Dr. King announced that 274 high school students are registered for dual enrollment for the Spring semester. Due to legislative changes, the summer term will be the first time high school students can take a class under the Move on When Ready and Dual Enrollment Program. There has been a great deal of interest from students who want to take classes during the summer months to earn college credit. This does not count against their eligible HOPE hours under the new legislation.


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

- Dr. Ivester commended the efforts of instructors and the students for the numerous awards recently won at the SkillsUSA and PLANET competitions.
- Budget dollars at the State level remain the same overall. \$1.2M will transition from technical education to adult education.
- The new building which will house Economic Development, CNC and Air Continuing is still in the budget. An architect has been selected and interviews with builders are underway. While not final, it appears the new building will remain in the budget. This is a \$12.1M project.
- NGTC is on schedule with the 2017 budget process. Revenues are strong, and expenses are under budget.
- NGTC with working on a study abroad program in Ireland with the Waterford Institute of Technology. This is an initiative through the international studies program at TCSG.
- The recent Foundation recognition event, Trebles & Truffles, was well received with over 150 in attendance. Dr. Ivester recognized Dr. Jim Wade and his group for providing the music.
- Dr. Gail Thaxton is completing her interim assignment in Athens and will return to NGTC on April 4, 2016. Dr. Ivester extended his appreciation to the board and administrative team for their support during the interim period while he served as Acting President.

There being no further business or discussion, Vice Chair Williams adjourned the meeting at 4:00 pm. The next meeting is scheduled for April 27, 2016 at the Clarkesville campus.

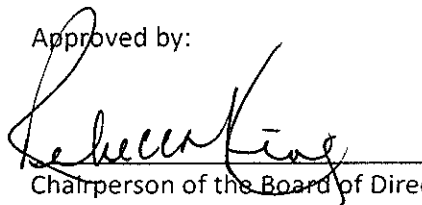
Approval to Adjourn: *A motion to adjourn the meeting was made by Rebecca Stovall, seconded by Jeff Tooch, and approved by all.*

Minutes submitted by:



President
North Georgia Technical College

Approved by:



Chairperson of the Board of Directors
North Georgia Technical College