

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

Meeting Minutes

August 17, 2016

Members Present: Jeremy Williams, Chan Caudell, Rebecca Stovall, Jane Brackett, Ron Barden, Barry Roberts, Mitchel Barrett

Members Absent: Rebecca King

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

Call to Order: Vice Chair 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: Greg Roach, Operations Director of the Currahee Campus, offered the invocation.

Approval of Agenda: *There was a motion by Ron Barden, a second by Chan Caudell, and the agenda was unanimously approved.*

Approval of Minutes: *With a correction noted to page 2 related to a 6,000 sq. ft. industrial lab at the Clarkesville campus, there was a motion by Mitchel Barrett, a second by Rebecca Stovall and the minutes from the June 15, 2016 meeting were approved as submitted.*

Chair's Report:

- Vice Chair Williams welcomed board members Barry Roberts and Mitchell Barrett, who joined the NGTC Local Board of Directors effective July 2016. Mr. Roberts represents Stephens County and Mr. Barrett represents White County. Judge Chan Caudell conducted the Oath of Office ceremony for Mr. Roberts and Mr. Barrett, in addition to Ron Barden, who had not been sworn in previously.
- The board was reminded to stay after the meeting for a group photo which will be used for the TCDA Directory.
- Vice Chair Williams facilitated discussion on rescheduling the September board meeting due to a conflict in schedule. The board will meet on Thursday, September 15 at 3:00 pm on the Clarkesville campus.
- Rebecca King's term as Board Chair is ending. Jeremy Williams, who has served as Vice Chair since February 2015, was nominated to serve as Chair for a two-year term. Ron Barden was nominated to serve as Vice Chair for a two-year term.
- Welcome receptions for Dr. Ivester are planned for October on all three campuses. Invitations will be sent once plans are finalized. Tentative dates/times were announced.
 - Tuesday, October 18 @ 1:00-3:00 pm – Currahee Campus
 - Wednesday, October 19 @ 1:00-3:00 pm – Blairsville Campus (Board Meeting to immediately follow)
 - Thursday, October 20 @ 3:00-5:00 pm – Clarkesville Campus

A motion to approve Jeremy Williams as Chair of the NGTC Local Board of Directors for FY 2017 and FY 2018 (a two-year term) was made by Rebecca Stovall, seconded by Ron Barden, and unanimously approved.

A motion to approve Ron Barden as the Vice Chair of the NGTC local Board of Directors for FY 2017 and FY 2018 (a two-year term) was made by Jeremy Williams, seconded by Mitchel Barrett and unanimously approved.

Administrative Services Report: Carol Carson, Vice President of Administrative Services, provided a brief update as follows. Additional details on the budget and financial statements are included in the board materials.

- NGTC ended the year in a good position.
- An audit is not scheduled for this year.
- Ms. Carson highlighted fund equity balances as of June 30, 2016. Carryover from locally generated funds is \$2,816,749.74. The carryover funds are utilized for projects or items that are needed.
- Meetings for the new building continue with the architects, construction managers and key staff. A groundbreaking ceremony will be scheduled in the near future and plans will be communicated when finalized.

A motion to affirm the June 2016 Financial Report was made by Jane Brackett, seconded by Barry Roberts, and unanimously approved.

Academic Affairs Report: Kathie Ivester, Vice President of Academic Affairs, provided a brief update as follows. Additional details and updates are provided in the board materials.

- Ms. Ivester announced the Associate Science of Nursing Program (ASN) has been approved by the Georgia Board of Nursing. This approval allows NGTC to move forward with the accrediting process with Accreditation Commission for Education in Nursing (ACEN), which is required to create a bridge program with major universities. NGTC has been accepted for candidacy.
- The IT Department has created a new, user-friendly front page for the NGTC website.
- A mobile NGTC app for Android and Apple has been implemented. Details will be forthcoming.
- There are 531 classes for the Fall Semester, with 153 faculty members.

Economic Development and Adult Education Report: Carol Jackson, Associate Vice President of Economic Development, provided a brief update as follows. Additional details and updates are provided in the board materials.

- NGTC has partnered with Habersham EMC to lease two electric cars for the Drivers Education Program. The program continues to be successful, with over 400 students enrolled in the program by the end of June, 2016.
- The Carlton Collwell Detention Center conducted its first GeorgiaBEST Graduation Ceremony with nine inmates receiving a certificate.
- Seven companies participated in a Lineman's Job Fair in July, resulting in many of the students receiving job offers prior to finishing the program.
- Meetings continue with both Herring and KTW, as NGTC works to assist both companies in assessing needs for recruiting students in the technical programs.
- NGTC continues to partner with the Lee Arrendale State Prison (LASP) on a welding program. The partnership has been very successful to date, having conducted two classes and currently beginning a third.
- The Continuing Education Department recently conducted a *Backyard Tours of Northeast Georgia*. The program was well received by the community and was filled to capacity. A second tour is planned in the coming months.

Student Affairs Report: Dr. Mike King, Vice President of Student Affairs, provided a brief update as follows. Additional details and updates are provided in the board materials.

- Over 5,000 FAFSA's have been processed for 2015-2016.
- 129 students attended a *Welcome to the Pack* event held on all three campuses in July. This was a newly established student orientation event designed to help students become more familiar and comfortable on the campuses. Staff were pleased with the turnout and plan to expand on the event next year.
- An additional High School Coordinator (Misty Gunn) was added to the Student Affairs area in July.
- 438 MOWR students are registered for Fall Semester 2016, which is an increase over projected numbers.
- 2,497 students are currently enrolled for Fall Semester 2016.

President's Report: Dr. Ivester commended Dr. King and the Student Affairs staff for their efforts in the strong enrollment numbers. After welcoming new board members Barry Roberts and Mitchel Barrett, he provided a brief update on activities and initiatives of the college:

- Active Shooter Drills were conducted on all three campuses the first week of August. The exercise provided an opportunity to determine areas for improvement. There was good participation from emergency responders and NGTC staff.
- Dr. Ivester met with the Foundation Board on August 3, 2016. He commended Cynthia Brown, Director of Institutional Advancement, and the work of the Foundation in serving the needs of the students. Last year the Foundation provided 422 students with a total of \$101,555 in scholarships and loans. Ms. Brown and Dr. Ivester met this morning with a local business leader and picked up a \$5,000 donation to the Foundation. Dr. Ivester noted he is looking forward to working closely with the Foundation in both fund-raising and friend-raising for the college.
- NGTC is exploring a learning abroad program with the TCSG International Center and the Waterford Institute of Technology in Ireland. NGTC, along with Chattahoochee Technical College, and Central Georgia Technical College are working to develop an Engineering Program with Waterford. This is an excellent opportunity to provide our students with a study abroad experience that allows them to take classes which will transfer back to NGTC.

Other areas of focus:

- Apprenticeships: TCSG has teamed with the US Department of Labor to offer students the opportunity to work with Georgia's manufacturing leaders as registered apprentices. Manufacturing companies are soliciting NGTC's assistance, as they are in need of workers and are requesting that the college allow a portion of the student's lab time to be spent in the manufacturing plant/business.
- Move on When Ready (MOWR): As the numbers continue to grow, staff are exploring ways to retain students at NGTC after high school graduation. MOWR enrollment is important, however Dr. Ivester emphasized that MOWR enrollment does not substitute for regular enrollment.
- Co-Requisite Learning Support: Staff continues to look at ways to assist students through learning support. NGTC is embarking on a national model that allows a student to take remedial and college-level courses in the same subject at the same time. Students receive targeted support to help boost their understanding and learning of the course materials. Taking the classes simultaneously yields better outcomes for students in less time.
- Complete College Georgia: TCSG, in collaboration with the University System of Georgia, established the Complete College Georgia initiative which is a state-wide effort to increase attainment of a high quality certificate or degree. Governor Deal is requiring the technical colleges to increase the number of those completing college credentials by the year 2015. NGTC is on track to reach its required goal of 10,834 graduates. More information on this initiative will be brought to the board in the coming months.
- Prison Programs: The technical training programs will be taken to the Lee Arrendale State Prison (LASP). This is an initiative that was done in earlier years. Dr. Ivester met recently with the Executive Director of Post-Secondary Education for the Georgia Department of Corrections, who shared that state funds are available to pay for faculty, supplies and start-up costs for the prison programs. The community has historically been very engaged and supportive of LASP activities and this would be a win-win for both NGTC and the prison.
- New Building: Much time has been spent with the architects and construction managers for the new 50,000 sq. ft. building which will house Economic Development, the Air Conditioning Program, and the CNC Program.
- Dr. Ivester plans to address the faculty and staff at a college-wide meeting on August 30th.

There being no further business or discussion, Vice Chair Williams adjourned the meeting at 4:15 pm. The next meeting is scheduled for September 15, 2016 on the Clarkesville campus.

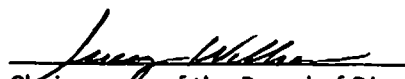
Approval to Adjourn: A motion to adjourn the meeting was made by Ron Barden, seconded by Brackett, and approved by all.

Minutes submitted by:



President
North Georgia Technical College

Approved by:



Chairperson of the Board of Directors
North Georgia Technical College