

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS
and
NORTH GEORGIA FOUNDATION, INC. BOARD OF TRUSTEES
Meeting Minutes
April 19, 2017

NGTC Board of Directors Present: Chair, Dr. Jeremy Williams, Vice Chair Ron Barden, Chan Caudell, Rebecca Stovall, Jane Brackett, Mitchel Barrett, Barry Roberts

Members Absent: Rebecca King

NGTC Foundation Board of Trustees Present: Chair, Dr. Michael Callahan, Lyn Allen, Jim Brown, Hilda Burke, David Cronic, Whit Diggs, David Foster, Joseph Goble, Joe Hatfield, Jason Hogan, Sanders Keener, Bobbie Lerdon, Sonny Mahan, Rachel Morrison, Janney Sanders, Stewart Sayer

Staff Present: Dr. Mark Ivester, President; Rick Story, Vice President Economic Development; Dr. Mike King, Vice President of Student Affairs; Carol Carson, Vice President for Administrative Services; Kathie Ivester, Vice President of Academic Affairs, Amy Hulsey, Director of Public Relations & Information; Cynthia Brown, Director of Institutional Advancement; Kelly Jones, Administrative Assistant; Sarah Smagur, Marketing Specialist; Janet Lovell, Director of Institutional Effectiveness; and Trudi Schubring, Executive Assistant to the President

Guests: TCSG Commissioner Gretchen Corbin; TCSG Assistant Commissioner of External Affairs, Neil Bitting; Gina Sneed, NGTC GOAL winner; Elwin Northcutt, Engineering Instructor; Emily Walker, Engineering student

Call to Order: Dr. Jeremy Williams called the meeting to order at 11:30 a.m. The meeting was held on the Clarkesville Campus of North Georgia Technical College.

Invocation: Dr. Michael Callahan offered the invocation.

President Ivester provided a warm welcome, recognizing special guests, TCSG Commissioner Gretchen Corbin and TCSG Assistant Commissioner of External Affairs, Neil Bitting. As this was the first joint meeting of the two boards, each member introduced themselves, their position and company (if applicable), noting the board on which they serve.

GOAL WINNER: The GOAL program recognizes outstanding Georgia students in technical colleges who have demonstrated academic excellence and personal achievement. Gina Sneed, the 2017 GOAL winner for NGTC, shared her nominating story with the group. At the conclusion of her presentation, she stated that although not selected as the state winner, the experience had nonetheless been life enriching. Ms. Sneed intends to continue sharing her story and serving as an advocate for NGTC as she pursues her Bachelors in Nursing. She stated her ultimate goal is to return to NGTC in the future as a nurse educator.

Ireland Study Abroad Opportunity: Engineering Instructor, Elwin Northcutt, shared the benefits of the recently signed Memorandum of Understanding (MOU) with the Waterford Institute of Technology in Ireland. The MOU establishes a partnership giving Georgia and Irish students expanded educational opportunities. This summer, students from NGTC will participate in a custom-tailored engineering program in Ireland. The partnership will allow the students to train on an international level. Mr. Northcutt explained the technology topics include advanced manufacturing (3D printing and nanotechnology), sustainable energy building and building services technologies, convergent technologies, and robotics and automation. Students will earn three course credit hours. There will be some pre-travel course work, after which students will spend two weeks on the Waterford campus.

Mr. Northcutt introduced Emily Walker, one of seven engineering students participating in the program. Emily shared the excitement of students involved in this once in a lifetime opportunity, and expressed her hopes that this will be a continuing program at the college.

Business Items:

Approval of Agenda: *There was a motion by Mitchel Barrett; a second by Rebecca Stovall and the agenda was unanimously approved.*

Approval of Minutes: *There was a motion by Ron Barden; a second by Mitchel Barrett, and the February 15, 2017 minutes were approved as submitted.*

Affirmation of Financial Report: *There was a motion by Ron Barden; a second by Barry Roberts, and the financial report was affirmed.*

2018 Perkins Application: Janet Lovell, Director of Institutional Effectiveness, presented the Perkins allocation for FY17 in the amount of \$517,000. Perkins funds are used to purchase equipment for the programs. Benchmarks are set for the college and Ms. Lovell reported that NGTC has met each of the benchmarks, and therefore will not need to submit an action plan.

Affirmation of Perkins Application: *There was a motion by Mitchel Barrett; a second by Rebecca Stovall, and the Perkins Application was approved.*

NGTC 2017 Annual Highlights:

Public Relations: PR Director Amy Hulsey reported on initiatives to refresh NGTC's branding in the service area and region. A strong brand equates to a strong business. She commented on the importance of regularly evaluating the effectiveness and quality of our branding to both internal audiences (students, faculty, staff) and external audiences (community, prospective students, businesses). One current area of focus is Clegg Auditorium, which is a space frequently utilized for both campus and community events. Efforts are underway to highlight twelve of our programs through large visual displays installed along the side and back walls. Creating a more collegiate and NGTC-specific environment further helps to promote the college. Other updates include the monument signs on each campus, which will include LED signage.

Administrative Services: Carol Carson, Vice President for Administrative Services, provided an update on campus facilities:

- Completion of a health wing addition on the Blairsville campus in March 2016, housing the Nursing, Medical Assisting, and EMT programs.
- Completion of an IST laboratory expansion in Summer 2016. The additional space houses Industrial Maintenance, Automated Control Systems (Robotics), and Plastics Processing.
- Construction will begin in Summer 2017 on the Industrial Technology Center (ITC), which will house HVAC, CNC Machine Tool, Economic Development training labs, and a conference event center.
- In order to make room for the ITC, the Shipping and Receiving Department on the Clarkesville campus was moved from the Porter Yearwood building to a metal warehouse constructed last summer. The relocation of this department also allowed for expansion of fleet vehicle parking.
- A 9,000 sf. metal building was installed to house the HVAC program during the construction of the Industrial Technology Center. Once the ITC is completed and HVAC relocates to its new location, the metal structure will be utilized to house the CDL program.

- Construction began in April 2017 on two greenhouses and one metal building, which will allow more outdoor space for the Horticulture program.

Academic Affairs Report: Kathie Ivester, Vice President of Academic Affairs, reported on an articulation agreement for RN students to enter into the University of North Georgia for a Bachelor's Degree in Health Science. Another key highlight is the addition of an Associates of Applied Science Degree in Manufacturing Systems Technology effective Spring Term 2018. The program will help to provide a needed workforce for industries in the areas of mechatronics, plastics technology, robotics, and human machine interface technology.

Economic Development and Adult Education Report: Rick Story, Vice President of Economic Development, highlighted ways in which the ED Department partners with communities in the service area. He specifically mentioned 1,100 students currently enrolled in Adult Education and GED classes; 48 area companies served with contract training, as well as 1,200+ participants from each of those companies; and 500+ students certified with CPR training. He commented on the many business leaders touched through the Small Business Outreach Initiative recently launched. Other key successes include the Backyard Tours, as well as a multitude of Conference Center events.

Student Affairs Report: Dr. Mike King, Vice President of Student Affairs, reported on NGTC's distinction as the only technical college in the state to sustain positive growth in enrollment for eight consecutive terms. He commented this does not occur by chance and he believes the key has been the college's approach to enrollment with intentionality and a broad overview. Leadership, faculty, and staff have worked hard to make the student's experience a positive one. One such initiative was "Welcome to the Pack", an event developed last fall whereby faculty and staff come together to make a student's first time on campus an engaging and fun event. For the event, all program areas were open for students, family and friends to visit, and faculty advisors were available to meet with students. Another strategic initiative included Financial Aid's efforts to significantly reduce wait times for students to meet with staff.

Institutional Advancement: Cynthia Brown, Director of Institutional Advancement, reported on the many scholarships available to students, naming a few of the more recent ones: the Conny Shirley Memorial Scholarship, the Dan Dixon Technical Career Scholarship, the Engineering Study Abroad Program Scholarship, the Fulbright IST Scholarship, the Seabees Construction Trades Scholarship, and the Stovall Machine Products Scholarship. The Alumni Association has also established a scholarship and hopes to begin growing the amount. Ms. Brown stated the Foundation is looking forward to Fall enrollment and helping to meet the needs of the students.

President's Update:

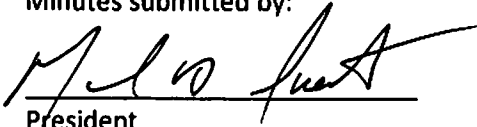
- President Ivester recognized the work of the Executive Team in the continued success of the college.
- The Move on When Ready (MOWR) initiative is currently one of the key focuses in technical colleges. The program creates a strong bond between the college and high schools in the service region. Dr. Ivester emphasized, however, that as important as MOWR is, a technical college's bread and butter is technical training and education.
- Another key focus continues to be enrollment. A few of the key drivers include successful graduates, new facilities, industry partnerships, and high school partnerships. Dr. Ivester commented on the positive impact that activities outside of the classroom have on a student's experience at NGTC. He cited examples such as SkillsUSA, the study abroad program in Ireland, the Horticulture program's recent trip to Disney for a behind-the-scenes tour. All of these types of experiences help with student engagement and satisfaction.
- Non-credit and industry training with companies such as Kubota, KTW, and others continues to be important. Efforts on economic development and industry training remain a key initiative.
- Dr. Ivester announced that Dr. Jeremy Williams is resigning from the Board of Directors, as he has accepted a position as Superintendent of Gainesville City Schools. Dr. Ivester congratulated Dr. Williams on his new position and thanked him for his work on the board. Today's meeting will be Dr. Williams last.

- In closing, President Ivester thanked the board members for their work and advocacy of the college and for “telling the NGTC story” in their communities.

There being no further business or discussion, Chair Williams adjourned the meeting at 12:30 pm.

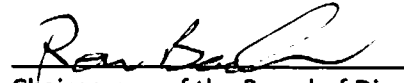
Approval to Adjourn: *A motion to adjourn the meeting was made by Rebecca Stovall, seconded by Jan Brackett, and approved by all.*

Minutes submitted by:



President
North Georgia Technical College

Approved by:



Chairperson of the Board of Directors
North Georgia Technical College