

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS
Meeting Minutes
August 15, 2018

Members Present: Chair Ron Barden, Rebecca King, Chan Caudell, Jane Brackett, Mitchel Barrett, Rope Roberts, Gilbert Barrett, Dr. Jim Wade

Members Absent: Rebecca Stovall, Kennon Yori, Julia Barnett

Staff Present: President Dr. Mark Ivester; Carol Carson, Vice President for Administrative Services; Mindy Glander, Vice President for Academic Affairs, Rick Story, Vice President of Economic Development; Shelby Ward, Dean of Adult Education, Dr. Mike King, Vice President for Student Affairs; Amy Hulse, Public Relations & Information Director; Cynthia Brown, Director of Institutional Advancement; and Trudi Schubring, Executive Assistant to the President

Guests: Daniel Hill, Tim Green, Mona Williams, Mark Pulliam

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

Invocation: Chan Caudell offered the invocation.

Approval of Agenda: *There was a motion by Rope Roberts; a second by Dr. Jim Wade, and the agenda was unanimously approved.*

Approval of Minutes: *There was a motion by Mitchel Barrett, a second by Jane Brackett, and the June 20, 2018 minutes were approved as submitted.*

Chair Report:

- Chair Barden called attention to information in the board materials that was distributed at the Program Preview event at the Currahee campus in July. One of the documents included programs of study offered at the college along with financial aid options for TCC's, diplomas, and degrees. Another document included the tuition-free diploma and certificate programs in high demand areas. Mr. Barden suggested the information would be helpful for board members to keep on hand.
- An announcement was made that Barry Roberts has resigned from the board as he accepted a new position out of state. His position will not be replaced, as the board already includes one member from Stephens County.
- Chair Barden welcomed Daniel Hill, Tim Green, and Mona Williams. Daniel and his sister, Ashley, placed 1st in Financial Services at the PBL National Conference. Daniel briefly shared his experience with PBL, thanking the college and board for their support. Dr. Ivester and the board extended congratulations to Daniel as well as his instructors and PBL Advisors, Tim Green and Mona Williams.
- The Honorable Judge Chan Caudell conducted the oath of office for Gilbert Barrett, who joined the board effective July 2018. Julia Barnett was unable to attend today's meeting and will be sworn in at the next meeting.
- The Honorable Judge Chan Caudell also conducted the oath of office for new Campus Chief of Police, Mark Pulliam.
- Chair Barden reminded the board of the TCSG Leadership Conference on October 29-31. He and Chan Caudell encouraged attendance at the annual conference, stating it is a great opportunity to learn what is ahead in technical education, while also providing an opportunity to network with other board members.

Public Relations Report: PR Director Amy Hulseby provided a brief update of marketing activities. Additional details are provided in the board materials.

- NGTC's 75th birthday is this year and the college is hosting a family-friendly community event on October 20. Grammy award winning country music star, Joe Diffie, will provide the entertainment, and the evening will conclude with a fireworks display. Sponsorship opportunities will be offered. More details will come in the days ahead.

Financial and Administrative Services Report: Carol Carson, Vice President for Administrative Services, provided a brief update of activities in her area. Additional details are provided in the board materials.

- Ms. Carson reviewed the Statement of Changes to Fund Balance by Program and Funding Source-Budget Fund for fiscal year ending June 30, 2018 and responded to questions from the board. President Ivester commented that NGTC is one of the few colleges that has a reserve fund. He commended Ms. Carson and her team for their management of the college's finances.

Academic Affairs Report: Mindy Glander, Vice President for Academic Affairs, provided an update on activities in her department. Additional details and updates are provided in the board materials.

- A Program Preview event was hosted on the Currahee campus on July 12, with every program represented. Mrs. Glander noted it was a great opportunity for faculty to come together and meet with students. The event was successful and the college is considering taking it "on the road" to some of the service area high schools.
- Mrs. Glander requested the board's approval on action items:
 - Termination of Certified Customer Service Specialist Certificate. The TCC was part of the Applied Business Technology. The Applied Business Technology has been terminated and replaced by the Business Management program, therefore these classes are no longer offered.
 - Termination of Applied Business Technology Diploma, which has been replaced with the Business Management Diploma program.
 - Termination of Applied Business Technology Degree, which has been replaced with the Business Management Degree program.
 - Termination of Automotive Light Duty Diesel Engine Technician Certificate. The college offers the Diesel Engine Service Technician Certificate that is better suited for our automotive program.

There was a motion by Rope Roberts, and a second by Mitchel Barrett to terminate the programs noted above, and the motion was unanimously approved.

Economic Development Report: Rick Story, Vice President of Economic Development, reported on activities in his department. Additional details and updates are provided in the board materials.

- Training and industry visits included contacts with seventeen companies throughout our service area.
- The annual Industrial Summit is scheduled for October 3, at the Currahee Campus.
- Mr. Story attended the WorkSource Georgia Academy in Athens earlier this week.

Adult Education: Shelby Ward, Dean of Adult Education, provided a snapshot of activities in her department. Additional details and updates are provided in the board materials.

- The Toccoa Rotary Foundation awarded \$500 to each Toccoa citizen who received their GED last year. Seventeen students were impacted.
- The Habersham County Goodwill GED classes want to expand with English as a Second Language (ESL) with expanded hours at Goodwill.

- There is a new White County Learning Center.
- Fannin County Learning Center is teaching a “Ready for College” seminar and conducting a Math Boot Camp in August.
- Adult Services WIOA grant – Economic Development will offer culinary safe serve certificate classes at the Union County Correctional Facility. The grant is being written for 75 students, who will be transported to the Currahee campus for the class. The grant is good throughout the State of Georgia

Student Affairs: Dr. Mike King, Vice President for Student Affairs, provided an update on activities in his area. Additional details and updates are provided in the board materials.

- Student Affairs hosted a financial aid workshop at the Currahee campus in July.
- A Dual Enrollment Day event was hosted at each campus in July to bring prospective high school students on campus. Though attendance was moderate, it was enough to continue efforts again in the future.
- In student activities, Daniel Hill and Ashley Hill placed 1st for Financial Services in the PBL National Leadership Conference in Baltimore. Nine NGTC students placed in the top 10. Peter Adams placed 2nd in Photography at the SkillsUSA National Leadership Conference in Louisville, KY.
- 142 students have applied for graduation at completion of summer term.
- Fall classes begin August 16.

Presidents Report: President Ivester delivered an NGTC college update at the August State Board meeting. He shared his presentation with the board. Some of the highlights are noted below.

- Dr. Ivester began his presentation with a brief summary of the college’s past history. During its 75-year history, the school has changed names four times:
 - 1906-1933, the Ninth District School of Agriculture and Mechanical Arts
 - 1938-1943, Habersham College
 - 1943-1962, North Georgia Trade & Vocational School (the first state owned trade & vocational school)
 - North Georgia Technical College
- The IT Department, in collaboration with the Executive Team, created a data dashboard, which is utilized by faculty and staff to track live data. Program benchmarks for each program are included on the dashboard and faculty are able to track their enrollment progress.
- In student success, 15 students attended the PBL national conference with 2 national winners, and 11 Top Ten winners. NGTC’s Horticulture students have placed in the top 25 for the last three years at PLANET. NGTC had a national second place winner in Photography at SkillsUSA.
- The NGTC Foundation plays an important role in the success of the college. Since its creation in 2000, it has made significant contributions to the college and students. Through the generosity of the community, the Foundation is well over the \$1M mark.
- The college recently completed its five -year master campus plan. Dr. Ivester stated he plans to present the plan to the board in the near future.
- NGTC recently added a state-of-the-art software platform to provide the college with texting ability. This will be key in timely communication with students.
- Plans are in progress for the Agriculture Program, which will include Viticulture, Poultry Science, Horticulture (hydroponics), and Environmental Science. We are looking at a hydroponics lab in Florida to replicate it here.
- The construction of the 45,000 sq. ft. Industrial Technology Center is moving along. The building will house CNC, Air Conditioning Technology, and Economic Development, as well as a conference center, which will accommodate approximately 250.

- The President's Home (built in 1959 by students, faculty and staff) recently underwent renovations. The structure is no longer used as a residence for the president. Therefore, the bedrooms were reconstructed into a one large conference room, which can be utilized by the college and community. Dr. Ivester commented he plans to hold board meetings there in the near future.
- 75th anniversary celebration – A weeklong celebration will culminate in a community event on October 20. All faculty and staff are involved in the activities. Subcommittees are planning student program competitions for the "Campus Cup" as well as faculty and staff games. As mentioned in Mrs. Hulsey's earlier report, Joe Diffie will provide the entertainment and a fireworks display will conclude the evening. Sponsorships are currently being solicited for the event.
- The NGTC History Book, written by President Emeritus Dr. Judy Hulsey, has gone to the publisher for printing and will soon be available for purchase. Copies will be available for sale at the October 20 celebration event.
- Dr. Ivester noted one of the issues TCSG presidents are working on through the State Board is shortening some of programs, while ensuring the integrity and quality of the programs are maintained. The purpose is to move students through the programs more quickly and into the workforce. As a part of the effort, the System has developed 15-20 workforce certificates. These certificates are entry level TCCs that do not include General Ed, and will not require an entrance exam (Accuplacer).

That concluded President Ivester's presentation. With no further business or discussion, the meeting adjourned at 4:10 p.m.

Approval to Adjourn: *A motion to adjourn the meeting was made by Rope Roberts, seconded by Jane 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