

NORTH GEORGIA TECHNICAL COLLEGE BOARD OF DIRECTORS

Meeting Minutes

March 20, 2019

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

Members Absent: Rebecca King, Julia Barnett

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

Guests:

Mountain Education Charter High School Representatives: Interim Superintendent Larry Shook, Assistant Superintendent Aundrea Wilson, Public Relations Officer Sydney Sanford, and Administrative Assistant Robin Shook, NGTC 2018 GOAL winner, Devin Deshazer, and Dr. Fran Chastain, Dean for Student Affairs

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: Rope Roberts offered the invocation.

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

Approval of Minutes: *There was a motion by Jane Brackett, a second by Rope Roberts, and the February 20, 2019 minutes were approved as submitted.*

Chair Report:

- Chair Barden and the board welcomed the Mountain Education Charter High School (MECHS) staff. Mitchel Barrett introduced Larry Shook, Interim Superintendent, Aundrea Wilson, Assistant Superintendent, Sydney Sanford, Public Relations Officer, and Robin Shook, Administrative Assistant. Ms. Sanford provided an informative overview of MECHS and their mission of providing a second chance opportunity to students across North Georgia to earn an accredited high school diploma in a student-centered, self-paced, evening public high school. MECHS began with one site in 1993 and currently has 16 sites in fifteen counties. Additional information may be found on their website, www.mymec.org. The board thanked MECHS staff for the work they do on behalf of the students.
- Dr. Fran Chastain introduced NGTC's 2018 GOAL winner, Devin Deshazer, who shared his nominating speech. Mr. Deshazer will compete next month in Atlanta at the Annual GOAL/Rick Perkins/TCSG Summit. The board congratulated Mr. Deshazer on his selection as NGTC GOAL winner and wished him success at the next level of competition.

Public Relations Report: Amy Hulsey, Vice President of Community & College Relations, provided a brief update of marketing activities. Additional details are provided in the board materials.

- Green, Jeans, and Irish Cuisine, the fundraising event for the culinary students study abroad program in Ireland this summer was successful, raising over \$17,000.

- Plans are underway to host “Signing Days with NGTC”, at all three campuses for the service area high schools. Dates are planned for April 22 in Blairsville, April 23 in Currahee and May 2 in Clarkesville. The events will involve the high school counselors, principals, and NGTC instructors of the programs represented.
- The TLC channel filmed an episode of the “7 Little Johnstons” on the Clarkesville campus in January. The episode is expected to air in mid-April. Daughter Anna Johnston hopes to attend NGTC in the fall of 2019 to study early childhood education. This was an excellent opportunity to showcase the college.
- The “Power House” (Electrical Construction) ribbon cutting is scheduled for Thursday, March 28, at 11:00 a.m. behind the Clegg Center. Board members are invited to attend.
- The Industrial Technology Center ribbon cutting is scheduled for Wednesday, April 24, at 10:00 a.m. and will include tours of the new building.
- The new wayfaring signage designs are under review, with installation scheduled for mid-April throughout campus.

Financial and Administrative Services Report: Carol Carson, Vice President for Administrative Services, provided an update on activities in her department. Additional details are provided in the board materials.

- Ms. Carson reviewed the financial report dated February 28, 2019 (8 months of the fiscal year). She reported that the college has received additional Perkins funds (\$42,530) which have been added into the budget.
- The college has received notification of mandated sexual harassment training for all employees. Training must be completed by May 1, 2019.
- Information for the Equipment Barn construction (\$200,000) has been submitted to TCSG for approval at the May State Board meeting.
- MRR funding has been received and posted to the budget for a replacement of the gym roof. A contractor has been selected and work is expected to start soon.

A motion to affirm the final Financial Report was made by Rope Roberts, seconded by Chan Caudell, and unanimously approved.

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.

- Mrs. Glander reported briefly on numerous recruitment activities by faculty.
- Received SACS approval to offer Nurse Aide TCC at Franklin County High School, effective August 2019.
- Received SACS approval to offer Early Childhood Care and Education Basics TCC and the Criminal Justice Fundamentals TCC at Stephens County High School, effective August 2019.
- Stephanie Smith, NGTC horticulture student, won the National Collegiate Landscape Competition T-shirt Design competition. Sixty-two schools participated in this competition.
- Photography students in the Multimedia fall semester classes assisted with both the Safety Video and the PackCare video production.
- The articulation agreement for Criminal Justice, Computer Information Systems, and Associate of Science Degree in General Education is currently in the University of North Georgia President’s office. The partnership with UNG will be very beneficial to our students.
- Mrs. Glander requested board approval for the below items:
 - Motion to approve the following embedded certificates:
 - Automotive Climate Control Technician TCC (AH21) effective Fall Semester 202012 (Hope Career Grant)
 - Automotive Chassis Technician Specialist TCC (ASG1) effective Fall Semester 202012 (Hope Career Grant)

- Automotive Light Duty Diesel Engine Tech TCC (ALD1) effective Fall Semester 202012 (Hope Career Grant)
- Human Resource Specialist TCC (HRM1) effective Fall Semester 202012
- Management and Leadership Specialist TCC (MAL1) effective Fall Semester 202012
- Supervisor/Management Specialist TCC (SS31) effective Fall Semester 202012
- Small Business Management Specialist TCC (SB411) effective Fall Semester 202012
- Motion to approve the termination of Diesel Engine Service Tech TCC (DE21) effective Fall Semester 202012
- Motion to approve Paramedicine Technology Degree (PT13) and Diploma (PT12) to be taught at the Blairsville Campus effective Fall Semester 202012

There was a motion by Jane Brackett; a second by Gilbert Barrett, and the motion was unanimously approved for the above embedded certificates.

There was a motion by Mitchel Barrett; a second by Gilbert Barrett, and the termination of Diesel Engine Service Tech TCC was unanimously approved.

There was a motion by Jane Brackett; a second by Mitchel Barrett, and the motion was unanimously approved for the Paramedicine Technology Degree and Diploma to be taught at the Blairsville campus.

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

- NGTC's first US DOL registered apprenticeship was finalized. It is with Siebenwurst at Nifco/KTW in Toccoa. Mr. Powell reported the college is close to signing for an apprenticeship with Cobb Vantress. We have presented to ASI Southeast and several other companies on the concept of apprenticeships.
- Arranged a hiring presentation for Haering Precision to speak with CNC classes about their international apprenticeship program and job opportunities at Haering's Hart County facility. This would be a 2-3 year opportunity in Germany and there could possibly be other opportunities. We currently have one student in Germany.
- Company visits/trainings: Fenner/Dunlop (Franklin), Foundation Geotextiles (Habersham), Fieldale (Habersham), Ansley Communications (Habersham), Colwell Detention Center (Union), Arrendale Transition Center (Habersham), Patterson Pump (Stephens).
- College trainings: NGTC Construction class (OSHA30), NGTC Lineworker class (CPR/First Aid).
- Toured the Georgia BioScience Quick Start Center and Takeda Pharmaceutical facility in Social Circle.
- American Woodmark in Toccoa will be NGTC's nominee for Manufacturer of the Year in the small business category.
- Attended Norton's Annual Native Intelligence presentation at Lanier Tech. Economic Development staff attended the Georgia Economic Developers Association meeting as well as numerous other Chamber, Development Authority, and community meetings.
- Met with WorkSource Georgia Mountains to plan a 120-hour Manufacturing Workplace Skills training program for the Mountain Judicial Circuit's Accountability Courts.
- Planning is underway for a series of leadership classes for the Georgia EMCs, which will be hosted at Habersham EMC.
- Working with Marketing on Economic Development program literature and a promotion plan.
- Planned trainings for Foundation Geotextiles (Habersham), Shark Solutions (Franklin), Engineered Openings (Habersham), Harbin Lumber (Franklin), Patterson Pump (Stephens), TI Automotive (Franklin), Fenner Dunlop (Franklin), Bosal (Franklin), PharmaTech (Franklin), Arrendale Transition Center (Habersham), NGTC construction class (OSHA 30)
- Currently, thirty-two attendees have registered to attend the March 27 energy/manufacturing tour of Duke Energy's Oconee nuclear station and Borg-Warner.

- Scheduling an Automotive Service and Light Repair class at Colwell Detention Center in Blairsville (funded by WorkSource grant).
- Planning a tour on March 7 of seven Stephens County industries that are not currently active NGTC customers.
- EdVenture tours are planned (one per month) through July.

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

- Current enrollment is 720
- 115 students have passed the GED test during AY 2019
- WIOA Youth Grant (to date for 3-year grant – third year)
 - 91 students enrolled to date
 - 20 of the students enrolled at NGTC
 - 38 GED Completions
 - 25 received employment by participating in the program
- WIOA Adult Grant
 - 21 students enrolled to date
 - 8 graduates (12 still enrolled)
 - 4 internships
- Mrs. Grant submitted the WIOA Youth Grant renewal earlier this month for a 3-year period, which will result in \$600,000 revenue to Economic Development through the grant to provide four short-term courses, including Welding, CNC, Culinary, and Hospitality/Customer Service.
- Auto Maintenance and Light Repair is being added to the WIOA Adult Grant. There are 47 students currently with some in Culinary and some in Auto Repair.
- There are currently six internships. The new WIOA Youth Grant will include a 90-day internship.
- The Habersham County Sheriff's Department is offering GED classes, funded through the Sheriff's Department. The mobile testing unit will be utilized.
- The Colwell Detention Center Culinary graduation is on Friday, March 29 at 2:00 p.m. on the Blairsville campus.

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

- Dr. King provided a summary of financial aid disbursements.
- Student Affairs staff participated in numerous recruitment efforts, such as campus tours, FAFSA Night at White County High School, Dual Enrollment Night at Towns County High School, MEC Night in Rabun County, the Clarkesville Campus Resource Fair, and Union County High School CTAE Class visit.
- 175 spring semester graduation applications have been received to date.
- 12 students completed Electrical Lineworker TCC – Minimester A, spring term.
- The High School Open House was successful with 460 high school students touring the campus, meeting instructors, and attending program demonstrations.
- New Student Advisement is March 21.
- Student Activities: The Planet competition is currently underway in Colorado Springs. SkillsUSA students depart for the state competition later this week. The competition will determine which students move on to the national competition in Louisville this summer.

Presidents Report:

- President Ivester has kept a close eye on the legislative session, with two areas of particular interest. 1) Dual Enrollment: While no changes have been made yet there will undoubtedly be cuts. 2) Cosmetology: The House Occupational/Professional Licensing Subcommittee of Regulated Industries held a hearing for SB214. The bill would reduce the amount of apprenticeship hours required to obtain a cosmetology license from 3,000 to 1,500. Previously, a student would need to attend a technical school, and then have an apprenticeship. The combination of school and apprenticeship would allow them to sit for the exam. By lowering the number of hours, a student could work in the field and take the exam, therefore allowing them to skip the school part.
- Dr. Ivester thanked board members who attended recent events in the new Industrial Technology Conference Center (Forward Habersham Campaign Kick-off and Habersham Rotary meeting). A formal ribbon-cutting event for the Industrial Technology Center will be held on Wednesday, April 24; at 10:00 a.m., Invitations will be forthcoming.

With no further business or discussion, Dr. Ivester thanked the board for their time and continued advocacy of the college and students, and the meeting adjourned at 4:15 p.m.

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

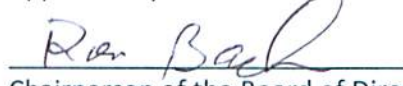
Minutes submitted by:



President

North Georgia Technical College

Approved by:



Chairperson of the Board of Directors

North Georgia Technical College