

**Athens Technical College**  
Board of Directors Meeting Minutes  
Athens, Georgia  
April 18, 2017  
10:30 A.M.

**MEMBERS PRESENT**

Ms. Barbara Cabaniss  
Mr. Terry Chandler  
Ms. Rebecca Dally  
Ms. Polly Fievet  
Mr. Scott Hardigree  
Mr. Todd Henry  
Mr. Steve Hollis  
Mr. Robert Motley  
Mr. Jimmy Parker  
Dr. Mixon Robinson  
Mr. Lawton Stephens

**MEMBERS ABSENT**

Mr. Rusty Adams

**SPECIAL GUESTS**

Mr. Nick Chapman, Dean, Business and Education Division

**CALL TO ORDER/WELCOME**

Mr. Scott Hardigree called the meeting to order at 10:30 a.m. welcoming everyone to the April board meeting. Mr. Rusty Adams could not be here today.

**SPECIAL PRESENTATION**

Ms. Tonya Trapp, Program Chair of the Drafting Program, and Mr. Ken Roberts, Program Chair of the Electronics Technology Program, introduced students who were winners at the Skills USA state competition.

Mr. Nick Chapman, Dean for the Business and Education Division, introduced Phi Beta Lambda students who were winners at the district and state competitions.

Mr. Chapman presented a PowerPoint presentation to the board members. The Business and Education Division consists of thirteen programs including Accounting, Business Management, Cosmetology, Culinary Arts, Interior Design, and Paralegal Studies. There are Technical Certificates of Credit offered as well as Diploma and Degree programs. All programs in the Business and Education Division are degree programs.

The Business and Education Division is focus driven and faculty must be adaptable to change, student focused and have a passion for teaching. Student enrolled in the programs consists of all walks of life including high school students, adults, international students, and United States

Veterans. Students have the opportunity to be successful with various options including opportunity for career advancement, proficient skills, and independence and job security.

There are three programs in the Business and Education Division that are accredited by the Accreditation Council for Business Schools and Programs (ACBSP), which include Accounting, Business Technology, and Marketing Management. We have several articulation agreements with colleges including Clayton State University, DeVry University, Mercer University, UGA, and Valdosta State.

### **APPROVAL OF MINUTES**

Vice Chair Hardigree called for approval of the March minutes. Barbara Cabaniss made a motion to approve the minutes and Rebecca Dally seconded the motion with the remainder of the board in agreement. The minutes were approved.

### **FINANCE AND ADMINISTRATION**

Ms. Thomas presented the budget amendments, which include amendments for Adult Education and the Elbert County Campus Roof. Ms. Thomas asked the board for approval of the Budget Amendments. Jimmy Parker made a motion to approve and Steve Hollis seconded the motion with the remainder of the board in agreement. The Budget Amendments were approved.

Ms. Thomas presented the Financial Report as of March 31, 2017.

### **ACADEMIC AFFAIRS**

Ms. Caroline Angelo presented some program approvals. The first program, Interdisciplinary Studies Associate of Applied Science, will allow students to customize their program of study based on their academic and professional goals. This will be beneficial to students who come to the college and are undecided on a program of study.

The next three programs, Animal Science TCC, Horticultural Science TCC, and Poultry Science TCC are all part of an existing program, Agricultural Science Associate of Applied Science. These TCCs will allow students to choose a certain path they would like to take.

The next is a Whitworth Horticultural Sciences Proposal for the Whitworth Correctional Facility in Hart County. This will allow inmates to take courses Monday through Thursday and earn a TCC in one to two semesters. Three certificates will be offered including Nursery/Greenhouse Technician, Sustainable Urban Agriculture Technician, and Landscape Specialist.

The last item are programs proposed for the Hart County Career Academy. The programs include CNC Specialist TCC and Prep Cook TCC.

Ms. Angelo asked the board for approval of the above items. Jimmy Parker made a motion to approve the items and Todd Henry seconded the motion with the remainder of the board in agreement. The above items were approved.

Ms. Angelo presented the Perkins One-Year Local Application Budget to the board members. This is federal funding that we are allowed to use for faculty and equipment. Our allocation this year is for \$724,110.

## **STUDENT AFFAIRS**

Ms. Jennifer Benson gave the board an update on Student Affairs. New student registration for summer semester is taking place. We are currently close to last year's numbers.

They held a Graduation Gala yesterday in which there was a big turnout among students.

Honor's Day is tomorrow.

Graduation is May 1<sup>st</sup> at the Classic Center.

## **ECONOMIC DEVELOPMENT**

Dr. Ilka McConnell gave the board an Economic Development update. The Manufacturing Fundamentals class had eighteen students graduate. So far, eight of the students have found jobs.

Ms. Ginger Randall, Coordinator of the Greene County Campus, has been working on a Workplace Fundamentals class that will begin on June 1<sup>st</sup>.

They provided some startup training to employees with Samuel Elbert Hotel in Elberton. Dr. McConnell thanked Dean Chapman and Dr. Jackie Wilson for their help.

A Basic Welding course was offered for creative people and it was so popular that a second and third class is now being offered.

## **ADULT EDUCATION**

Ms. Stephanie Benson gave the board an Adult Education update. The out of school bridge program for Wilkes County is due May 1<sup>st</sup>.

They are getting Voice Over IP phones in their one-stop centers.

Graduation will be May 1<sup>st</sup> at 2:00 pm at the Classic Center. They have 150 student graduating. Fifty-five students are graduating from the Whitworth Correctional Facility, which will have their own graduation.

## **COLLEGE UPDATE**

Ms. Jennifer Griffeth provided board members with an Athens Tech Foundation update. The Athens Tech Foundation offered sixteen scholarships for Summer Semester. Twelve of them are being awarded to students, which will come to the amount of \$16,350.

The Welding Lab Open House on the Athens Campus will be next Thursday at 4:30 pm.

The 5<sup>th</sup> Annual LuOwl will be on May 12<sup>th</sup> at the State Botanical Gardens in Athens.

## **PRESIDENT'S REPORT**

Dr. Daniel presented the President's Report. She has a meeting at UGA on Thursday to discuss economic development.

She is awaiting the outcome of the campus carry on bill, which is with the Governor right now.

Commercial Truck Driving Open House on the Greene County Campus is Thursday at 2:00 pm.

Manufacturing Appreciation Luncheon is next Thursday in Atlanta.

Graduation is May 1<sup>st</sup> at the Classic Center. Academic ceremony will be at 10:00 am and the GED ceremony will be at 2:00 pm.

She recently found out that Mayor Denson is going to give us the water tower. It will be going to the State Properties Commission for approval.

McLane is building a new distribution center and asked us if they could park some of their trucks in one of our parking lots. We now have a lease agreement with them.

A tiny house was on campus yesterday for faculty, staff and students to tour. She passed out the article in the Athens Banner-Herald.

Dr. Daniel thanked Ms. Jennifer Benson and Mr. Alvie Coes for their hard work on GOAL. She also thanked Ms. Caroline Angelo and Mr. Antoine Boynton for their hard work on Rick Perkins.

Dr. Daniel thanked Dean Chapman for his work with Phi Beta Lambda.

She recognized Mr. Dennis Ashworth. While at the Leadership Summit in Atlanta last week Mr. Steven Ferguson from TCSG gave a well-deserved recognition to Mr. Ashworth by stating he was the most valuable asset with TCSG.

She thanked the Athens Tech Foundation staff for all of their hard work.

## **BOARD ACTIVITIES**

Vice Chair Hardigree asked board members to share activities they have been involved in lately or any upcoming activities. No one had anything to share.

## **ADJOURNMENT**

Being no further business, Vice Chair Hardigree adjourned the meeting with appropriate motion and second at 11:45 a.m.

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Dr. Andrea Daniel, President  
Rebecca Allen  
Executive Assistant  
April 17, 2017

*Next scheduled Board Meeting: August 15, 2017*

*\* Denotes action items that require a vote for approval by the local board.*