

Athens Technical College
Board of Directors Meeting Minutes
Athens, Georgia
February 16, 2016
10:30 A.M.

MEMBERS PRESENT

Mr. Rusty Adams
Ms. Barbara Cabaniss
Ms. Rebecca Dally
Ms. Polly Fievet
Mr. Todd Henry
Mr. Robert Motley
Dr. Mixon Robinson
Mr. Lawton Stephens

MEMBERS ABSENT

Mr. Terry Chandler
Mr. Scott Hardigree
Mr. Steve Hollis
Mr. Jimmy Parker

SPECIAL GUESTS

Mr. Ed Geddings, Board Member Emeritus
Ms. Carol Williams, Board Member Emeritus
Ms. Patty Melnick, 2016 Athens Technical College Rick Perkins Award Winner

CALL TO ORDER/WELCOME

Dr. Mixon Robinson called the meeting to order at 10:30 a.m. welcoming everyone to the February board meeting.

CHAIR'S COMMENTS

Chair Robinson welcomed Mr. Ed Geddings and Ms. Carol Williams, Board Member Emeriti.

Chair Robinson asked board members to look over TCSG's Ethical Responsibilities Policy and sign the Ethics Policy Acknowledgement Statement if they did not have any conflicts with serving on the board.

It is time to elect a new Chairman for the Board. Chair Robinson has spoken with Rusty Adams and he has agreed to serve as the new Chairman. Chair Robinson asked for a nomination. Mr. Todd Henry made a motion to nominate Rusty Adams as the new Chairman and Rebecca Dally seconded the motion with the remainder of the board in agreement. Rusty Adams was elected as the new Chairman for the Board.

Chair Robinson asked board members to look at changing the dates of the March and April board meetings due to conflicts with state events. New dates to look at are March 29th and April 28th. Rebecca Dally made a motion to change the dates of the March and April meetings and Todd Henry seconded the motion with the remainder of the board in agreement. The March and April meeting dates were changed to March 29th and April 28th.

Chair Robinson mentioned the Athens Tech Foundation Board of Trustees Meeting he attended in January. It was a very informative meeting. He and Mr. Ed Graham, President of the Athens Tech Foundation, would like to get the two boards together for a joint meeting. This will give both boards an opportunity to meet each other and familiarize themselves with what the other is doing. They are looking at April 28th as a date for the joint meeting. The local board meeting in April is on this date and the Foundation board has their meeting scheduled for this date so it would appear that April 28th would work out the best.

Chair Robinson reminded board members about the Manufacturing Appreciation Luncheon on April 21st in Atlanta. Board members are encouraged to attend and support our local company nominations for Manufacturer of the Year. There will be a carpool leaving the college for anyone who would like to ride.

SPECIAL PRESENTATION

Ms. Caroline Angelo introduced Dr. Tawana Mattox, the 2015 Athens Technical College Rick Perkins Award winner. Dr. Mattox will introduce Ms. Patty Melnick, the 2016 Athens Technical College Rick Perkins Award winner. Ms. Melnick has been with TCSG since 1999 when she began working as a clinical coordinator in the Radiography Program at Middle Georgia Technical College. She began working as an instructor at Athens Technical College in 2009. She is currently an instructor and coordinator for Phlebotomy, Healthcare Assisting, and Healthcare Science.

Ms. Melnick spoke to the board members. She truly enjoys teaching students and working at the college. She is not only teaching students at Athens Technical College but is teaching medical terminology to high school students at Athens Community Career Academy and Oconee High School. Ms. Melnick thanked the board members for their support.

APPROVAL OF MINUTES

Chair Robinson called for approval of the January minutes. Barbara Cabaniss made a motion to approve the minutes and Rusty Adams seconded the motion with the remainder of the board in agreement. The minutes were approved.

FINANCE AND ADMINISTRATION

Ms. Kathryn Thomas presented the Budget Summary Report as of January 31, 2016. The report includes local funds, contracts, grants, renovation and repair funds and equipment funds. The TAA Grant will be expiring at the end of March. Some of the renovation and repair funds will be expiring at the end of the fiscal year while others will roll over to the next year.

ACADEMIC AFFAIRS

Ms. Caroline Angelo gave the board an update on Academic Affairs. She has been working with the deans and program chairs on updates to the catalog.

She is reviewing all programs that are currently being offered at our satellite campuses to see how to boost enrollment.

They conducted interviews for the Institutional Effectiveness Director position last week and will do a few more this week.

The Cosmetology Program Open House was rescheduled due to the weather last week. She will let board members know when a new date has been selected.

We are hosting a Math Counts Competition on Friday for middle school students. Approximately 300 middle school students will be here testing. Their instructors will be given a tour of campus while students are testing.

The Hotel, Restaurant, and Tourism Management Program and Cosmetology Program are hosting a senior prom at Denny Towers for senior citizens at the facility.

STUDENT AFFAIRS

Ms. Jennifer Benson gave the board an update on Student Affairs. Our 2016 GOAL winner was announced recently. Jamie Swedberg from the Biotechnology Program is our winner and she will be competing in the regional competition in March.

We are hosting the 1st Annual Graduation Expo tomorrow in the Student Activities Area. This will allow graduates to order their caps and gowns, obtain information about graduation photos, and meet with vendors. Graduates will receive a free t-shirt as well.

ECONOMIC DEVELOPMENT

Dr. Andrea spoke about the upcoming Manufacturing Appreciation Luncheon on April 21st. Some of the companies that we have nominated include LH Leathers, Eaton, Legett & Platt, and Caterpillar.

Dr. Daniel passed out photos of the recent Workplace Fundamentals graduating class from Greene County. Workplace Fundamentals is a short term training program that prepares students for the workplace.

A new Public Relations Director has been hired and will begin on March 1st. His name is Antoine Boynton and he is a former marketing manager for Delta Airlines. He has extensive experience with social media applications.

Dr. Daniel passed out an article from the Southern Distinction magazine featuring Dr. Tawana Mattox. Dr. Daniel presented Dr. Mattox with several copies of the magazine for her and her family.

ADULT EDUCATION

Ms. Stephanie Benson gave the board members an Adult Education update. There has been a score change on the GED test to bring it more in line with graduates. Students must score a 145 now instead of 150 to pass the GED test.

They are hosting College for a Day on March 11th. GED graduates and their families will learn about the college and get a feel for what campus life is like. There will be transition and career specialists on hand to work with the students.

We currently have classes at the Clarke County Jail, Data Centers in Clarke and Elbert Counties, Athens Diversion Center, and GED testing at Whitworth Correctional Facility. There are currently seventy-five new students. There will be a new site at the Oglethorpe County Jail. Ms. Benson thanked Barbara Cabaniss for all of her help with getting this started.

PRESIDENT'S REPORT

Dr. Thaxton informed board members that she and Dr. Andrea Daniel had a good visit with the Elbert County Superintendent last week. They discussed technical education, Move on When Ready and our partnership with the school system.

Dr. Thaxton presented a letter of recommendation for naming of the 400 Building on the Elbert County Campus. The naming committee is recommending that the 400 Building be called the Bryan Segars Public Safety Training Center. There are no other recommendations being considered for the building at this time.

There has been approximately \$44,000 in donations collected for renovation and equipment for the building. The goal is to eventually use the building for medical, police and fire training.

Dr. Robinson asked for a motion to be made for naming the 400 Building on the Elbert County Campus the Bryan Segars Public Safety Training Facility. Lawton Stephens made a motion and Todd Henry seconded the motion with the remainder of the board in agreement. The naming of the 400 Building on the Elbert County Campus the Bryan Segars Public Safety Training Facility was approved.

BOARD ACTIVITIES

Chair Robinson asked board members to share activities they have been involved in lately or any upcoming activities.

Ed Geddings recognized the faculty and staff at Athens Technical College for everything they do.

Carol Williams thanked Dr. Robinson and the board for allowing her to attend the board meetings.

ADJOURNMENT

Being no further business, Chair Robinson adjourned the meeting with appropriate motion and second at 11:30 a.m.

Dr. Gail Thaxton, Interim President
Rebecca Allen
Executive Assistant
February 16, 2016

Next scheduled Board Meeting: March 29, 2016.

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