

Athens Technical College

Board of Directors Meeting

WebEx Minutes

March 17, 2022

9:00 A.M.

MEMBERS PRESENT

Mr. Kyle Brown
Mrs. Barbara Cabaniss
Mrs. Rebecca Dally
Mr. Tom Denny
Mr. Steve Hollis
Mayor Fred Perriman
Dr. Reginald Woods

MEMBERS ABSENT

Judge Robert Motley
Judge Lawton Stephens

CALL TO ORDER/WELCOME

Chair Rebecca Dally called the meeting to order at 9:00 a.m. welcoming everyone to the March board meeting.

ROLL CALL

Becky Allen, Executive Assistant in the President's Office, called the roll.

SPECIAL PRESENTATION

Kathryn Thomas presented a PowerPoint presentation on FY22 MR&R Funds Report. TCSG receives an allocation of MR&R funds from the General Assembly in each year's budget. The amount awarded varies each year. MR&R funds are typically funded as bond funds and have to be spent on maintenance projects that are identified as renewal needs. These funds are not intended for routine, preventative maintenance.

She keeps an ongoing list of potential projects with input from Dr. Daniel, the Facilities Director and other Vice Presidents. Dr. Daniel reviews the list early in the fiscal year and sets the priorities. A portion of the funds are allocated in the late Summer or early Fall. Since these are bond funds they do not lapse and can be rolled into the next fiscal year if necessary.

The college's FY22 allocation is \$659,466. Some FY2022 completed projects include replaced hot water heater in Building A on the Athens Campus; replaced lighting system in three classrooms to accommodate LED in the 100 Building on the Elbert Campus; and repaired concrete and added heating units for Shipping and Receiving in Building R on the Athens Campus. Some ongoing FY2022 projects include replacing the heating and air controls with computerized controls for Building H on the Athens Campus and Building 600 on the Elbert Campus.

APPROVAL OF MINUTES

Chair Dally called for approval of the February minutes. Mayor Fred Perriman made a motion to approve the minutes and Tom Denny seconded the motion with the remainder of the board in agreement. The minutes were approved.

FINANCE AND ADMINISTRATION

Kathryn Thomas presented the Budget Amendments. There are two budget amendments this month, which include Truist Grant and IOTIS Training Contract. Ms. Thomas asked for approval of the budget amendments. Dr. Reginald Woods made a motion to approve and Tom Denny seconded the motion with the remainder of the board in agreement. The budget amendments were approved.

Ms. Thomas presented the Financial Report as of February 28, 2022.

All CARES grants were automatically extended to June, 2023.

ACADEMIC AFFAIRS

Dr. Kristen Douglas presented an update on Academic Affairs. She presented a termination request for the Surgical Technology Diploma. The college offers both a diploma and associate degree in Surgical Technology. In November, 2021 the Accreditation Review Council on Education in Surgical Technology approved new standards to only recognize the associate degree. All students in the diploma program were advised of the change. The cohort of students in the diploma program graduated in December, 2021. The Surgical Technology Associate Degree will still be offered.

Dr. Douglas asked for approval of the termination of the Surgical Technology Diploma. Mayor Fred Perriman made a motion to approve and Barbara Cabaniss seconded the motion with the remainder of the board in agreement. The Surgical Technology Diploma was approved for termination.

We are participating with events to help promote dual enrollment at the career academies. Athens Community Career Academy is holding events tomorrow and next Friday on our Athens Campus. Another event will take place in Walton County.

We have several programs at the college that are working on accreditation. Dental Assisting and Dental Hygiene is expecting a site visit from the Commission on Dental Accreditation in April. Health Information Management Technology is working on an annual report that is due in April. Paralegal Studies is working on a self-study. Paramedicine is working on an annual report that is due in May.

The college had a Perkins internal audit conducted last week. We are waiting to hear back on the results.

The Institutional Effectiveness Office is currently conducting a CCSE survey for students and faculty.

In April, we will have a Cognia accreditation review in which they will be looking at dual enrollment and dual pathways.

STUDENT AFFAIRS

Lenzy Reid gave the board an update on Student Affairs. The Athens Technical College Police Department is working on updating their Emergency Operation Plan, which is due May 1st. The Police Department is also working with the county regarding traffic flow since the new Race Trac opened up across the street from the college.

Financial Aid is rolling out financial aid for the Fall.

Student Support Services are getting ready for a Perkins audit.

Admissions has been working on Target X, which is now live. This is a new way for us to contact students. He thanked David Floyd, Geoff Barrow, and Lauren Williams for all of their help with this project.

Student Activities is planning Spring Fling at the college, which will take place on March 31st.

Registration and Records is working on getting some vacant positions filled.

Honor's Day will take place on April 15th.

They are preparing for graduation, which will be May 6th.

Dr. Daniel announced that Coach Vince Dooley will be our guest speaker at graduation. The guest speaker for the GED graduation will be Dr. Cayanna Good from TCSG.

ECONOMIC DEVELOPMENT

Al McCall gave the board an update on Economic Development. Spring Fling on the Elbert County Campus will be April 14th.

Matthews Granite in Elberton is doing some crane operator training.

Pilgrims Pride is working on some CPR training.

They are providing forklift training to Purina and SK Battery.

Working with Caterpillar to provide training regarding bloodborne pathogens.

There was a QuickBooks training on the Elbert County Campus on March 15th.

He recently took a tour of SK Battery.

They are currently recruiting for a ManufactuREADY class that will begin on March 21st.

There will be a Hazmat workshop March 29th – 31st. This is being provided through a grant from the Community Colleges of the Appalachia.

ADULT EDUCATION

Fabersha Flynt gave the board an update on Adult Education. They are working on finishing up FY2022.

Adult Education is working with Institutional Effectiveness on the Cognia review.

They are receiving an award, Coalition on Adult Basic Education Award (COABE). This is being awarded for designing and responding to local industry needs.

COLLEGE UPDATES

Josh Paine gave the board an update on the Athens Tech Foundation and Public Relations. The Athens Tech Foundation scholarships just opened up for the Summer.

We recently received funds from Georgia Auto Dealers Association to provide scholarships to automotive students.

They have been working on a fundraising strategic plan.

The Athens Tech Foundation Board of Trustees will have a board retreat next month.

He has been working with Geoff Barrow to update some of our website pages.

He is meeting with a company to help him with an overall website strategic plan.

He has been working with Admissions to provide free application week for potential students.

He has been working on a recruitment brochure.

We recently applied for a Lumina Foundation grant. There is one \$1 million award given out and nine \$100,000 awards.

PRESIDENT'S REPORT

Dr. Daniel presented the President's Report. She will be sending out an email to full time faculty/staff today regarding HB910, the Amended FY2022 Appropriations Act that was signed by the Governor yesterday. This will provide full time benefit-eligible state employees with a raise.

It has been reported that state agencies have 40% - 60% of their employees quit their jobs. Athens Technical College is only at 16%.

We are excited for Adult Education to be receiving the COABE Award. Fabersha Flynt will be going to Seattle to receive the award for Adult Education.

She will be attending the Phi Theta Kappa Annual Convention in April. She spoke with someone at Phi Theta Kappa that mentioned our chapter needed to be well represented at this convention.

She will be attending President's Council/Leadership Summit/GOAL events in Atlanta next month. She thanked Mayor Fred Perriman, Tom Denny and Dr. Reginald Woods for serving on our GOAL interview committee. She also thanked Barbara Cabaniss for attending the GOAL/Rick Perkins regional luncheon.

While at President's Council/EAGLE events in Atlanta this week she was able to get the paperwork completed for Ruth Daniel to be considered a new board member, and three reappointments from current board members, Kyle Brown, Tom Denny and Mayor Perriman. All of these will now go before State Board to be approved.

We are working with a consultant, Dr. Silver, to help develop a strategic plan for the college. Dr. Silver is going to meet with the entire board at some point. However, his first meeting will be with her, Rebecca Dally and Dr. Douglas.

She is excited to announce that our next local board meeting on April 19th will be in person.

Administrative Professional's Day is coming up in April and she would like to recognize Becky Allen for her hard work and dedication as her Executive Assistant.

CLOSING COMMENTS

Mayor Fred Perriman recognized Dr. Daniel for all of her hard work and dedication to the college.

Chair Dally congratulated Dr. Daniel on her Phi Theta Kappa Shirley B. Gordon Award.

Chair Dally is excited that we will have a new board member joining the board. She also thanked Kyle Brown, Tom Denny and Mayor Fred Perriman for agreeing to be reappointed to the board.

Tom Denny thanked Becky Allen for all of her work with the board.

ADJOURNMENT

Being no further business, Chair Dally adjourned the meeting with appropriate motion and second at 10:00 a.m.

Dr. Andrea Daniel, President
Rebecca Allen
Executive Assistant
March 17, 2022

Next scheduled Board Meeting In Person: April 19, 2022

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