

**Athens Technical College**  
Board of Directors Meeting Minutes  
Athens, Georgia  
January 17, 2017  
10:30 A.M.

**MEMBERS PRESENT**

Mr. Rusty Adams  
Ms. Barbara Cabaniss  
Mr. Terry Chandler  
Ms. Rebecca Dally  
Ms. Polly Fievet  
Mr. Scott Hardigree  
Mr. Steve Hollis  
Mr. Robert Motley Dr.  
Mixon Robinson

**MEMBERS ABSENT**

Mr. Toddy Henry  
Mr. Jimmy Parker  
Mr. Lawton Stephens

**SPECIAL GUESTS**

Mr. Kyle Shipman, 2017 Athens Technical College GOAL Winner  
Mr. Jonathan Swinsburg, 2017 Athens Technical College EAGLE Winner

**CALL TO ORDER/WELCOME**

Mr. Rusty Adams called the meeting to order at 10:30 a.m. welcoming everyone to the January board meeting.

**SPECIAL PRESENTATIONS**

Mr. Alvie Coes, Director of Student Activities, introduced Mr. Kyle Shipman, 2017 Athens Technical College GOAL winner. Mr. Shipman is a student in the Radiography Program. He presented his GOAL speech to the board members.

Ms. Marchelle Sandoval, Transition Specialist for Adult Education, introduced Mr. Jonathan Swinsburg, 2017 Athens Technical College EAGLE winner. Mr. Swinsburg is a GED graduation from our Adult Education program and is now a student in the Electrical Systems Technology Program. He presented his EAGLE speech to the board members.

**APPROVAL OF MINUTES**

Chair Adams called for approval of the November minutes. Steve Hollis 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 Financial Report as of December 31, 2016.

## **ACADEMIC AFFAIRS**

Ms. Caroline Angelo gave the board an update on Academic Affairs. She passed out the 2016 Fact Book to board members. This book contains statistical information for each of our ten service counties.

Ms. Angelo serves on the Athens Community Career Academy and Broad River Career Academy boards. Ms. Jennifer Benson serves on the Hart County Career Academy board. She recently met with Judge Patricia Barron and Mr. Lawrence Harris concerning the Athens Community Career Academy and the partnership with the college.

The Broad River Career Academy board met last week. They are interested in working on some Agriculture Technical Certificates of Credit. They are working with Elbert County so students there will be able to take some classes.

Mr. James Price, Dean for the Technology, Engineering, and Manufacturing Division, has been meeting with companies concerning apprenticeships.

Several open houses are being planned on our campuses. The new Welding Lab on the Athens Campus will hold an open house soon. In Walton County, there is going to be an open house for the Move on When Ready program. In addition, the Elbert County Campus will hold an open house for their new science lab.

We have a PAR visit on February 7<sup>th</sup> to review how we spend our Perkins money.

## **STUDENT AFFAIRS**

Ms. Jennifer Benson gave the board an update on Student Affairs. Spring enrollment is looking good and we hope to have an increase.

She and her staff have been spreading the word about the Move on When Ready program. She is meeting with North Oconee High School tomorrow about the program. For Fall term we had 411 students in the Move on When Ready program. For Spring term the number increased to 429 students.

Graduation will be on May 1, 2017. She has been working on a possible graduation speaker.

Plans are being made for Spring Fling, Honor's Day, and a Graduation Galla.

Our new Police Chief, Mr. John Gaissert, began December 1<sup>st</sup>.

## **ECONOMIC DEVELOPMENT**

Dr. Ilka McConnell gave the board an Economic Development update. Last year they processed twenty-nine retraining tax credit applications for approximately \$600,000 in tax credits.

There were 125 Driver's Education students taught last year. There will be more classes soon.

She has hired Mr. Pete McGill to fill the Director of Corporate Relations vacant position.

Manufacturing 101 class will begin on February 13<sup>th</sup> in Athens. There have been discussions with Walton County about having a Manufacturing 101 class.

### **ADULT EDUCATION**

Ms. Stephanie Benson gave the board an Adult Education update. They are having new classes at the Clarke County Jail, which will help with enrollment.

She is having an advisory committee meeting for all service counties on February 24<sup>th</sup>. All advisory committee members are invited. The meeting is in connection with their WIOA grant.

### **COLLEGE UPDATE**

Mr. Dennis Ashworth provided the board members an Information Technology update. His department has been working on a couple of projects. Faculty and staff just moved to Microsoft 365. TCSG asked everyone to move to this system. There are several advantages to Microsoft 365 including email back up, archive service, and spam and virus scanning, all of which Microsoft provides.

Another project called Single Sign On for students is taking place. This will allow students to have one login and password for different systems.

He congratulated Mr. Nick Roediger, Information Systems Administrator, who obtained his Global Information Assurance Certification (GIAC) in security.

Ms. Jennifer Griffeth is sick and will not be here to provide an Athens Tech Foundation update.

### **PRESIDENT'S REPORT**

Dr. Daniel presented the President's Report. She passed out a list of students who made the President's List and Dean's List for Fall Semester.

She thanked everyone for the hard work in helping with enrollment.

She will be attending President's Council immediately after the board meeting.

Vice Presidents turned in equipment funds lists and she is happy to report that each Vice President will be getting their top priorities. Every area at the college is getting some equipment money.

Some things that are being bought and/or upgraded at the college includes security cameras for all campuses, library scanning system, new roof on a building at the Elbert County Campus, new signage and resurfacing of parking lots on the Athens Campus.

A special project she is working on is upgrading the library on the Athens Campus.

Building R purchase is complete. She thanked Ms. Kathryn Thomas and the Athens Tech Foundation for their help in getting the purchase completed. Building R is where Yellow Freight was located and is now our shipping and receiving. McLane is renting the parking lot to park their trucks while they are going through some renovations.

She serves on the Envision Athens Steering Committee along with Ms. Caroline Angelo. This committee is working on the vision for Clarke County in the next twenty years.

Dr. Daniel thanked Ms. Kathryn Thomas and Ms. Cheri Carr for all their work in getting the new travel system, Concur, up and running and training faculty and staff on how to use the new system.

Mr. Sibley Bryan left his position at the Greene County Campus. They are conducting interviews this afternoon for his position. Mr. Lenzy Reid is currently handling Greene County along with Walton County.

The Quick Start building across the street is soon going to be the Northern Region Training Operations Center.

Research is currently being conducted on the Social Circle Campus.

Our Capital Outlay project submitted is renovation of the Compass Church Building.

She thanked board members for their assistance in handling a student issue.

We will have an article in the *We the People* UGA magazine in February.

She will be doing a Rotary presentation in February. She would like to show the presentation to the board as well.

## **BOARD ACTIVITIES**

Chair Adams 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, Chair Adams 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  
January 17, 2017

*Next scheduled Board Meeting: February 21, 2017*

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