

**Athens Technical College**  
Board of Directors Meeting Minutes  
Athens, Georgia  
November 14, 2017  
10:30 A.M.

**MEMBERS PRESENT**

Mr. Rusty Adams  
Ms. Barbara Cabaniss  
Mr. Steve Hollis  
Dr. Mixon Robinson

**MEMBERS ABSENT**

Mr. Terry Chandler  
Ms. Rebecca Dally  
Mr. Scott Hardigree  
Mr. Robert Motley  
Mr. Jimmy Parker  
Mr. Lawton Stephens

**SPECIAL GUESTS**

Dr. Diana Carman, Instructor, Physical Therapy Assistant Program  
Dr. Ellen O'Keefe, Program Chair, Physical Therapy Assistant Program  
Mr. Pete McGill, Director of Corporate Relations

**CALL TO ORDER/WELCOME**

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

**SPECIAL PRESENTATIONS**

Dr. Diana Carman, Dr. Ellen O'Keefe and students presented a Physical Therapy Assistant Golf Tournament update to the board. Their 4<sup>th</sup> annual golf tournament was a success with enough funds being raised for their trip. They presented a banner, which included sponsors for the golf tournament. This was the first year they were able to obtain platinum sponsors and they had three. They thanked everyone who were sponsors and who participated in the event.

Dr. Ilka McConnell and Mr. Pete McGill presented a ManufactuREADY presentation to the board. ManufactuREADY program began in the Fall of 2014 and is a six week program that was developed to help unemployed individuals gain knowledge and skills needed to obtain full time-employment.

Dr. McConnell passed out information on the ManufactuREADY program. Hard and soft skills are provided during the program. Hard skills include 3D printing, blueprint reading, Excel, Outlook and Word, Simulated Work Environment (SWE) and torque wrench. Soft skills include developing as a professional, diversity in the workplace, handling difficulties, importance of communication, resume writing, and team building.

Company support for the program includes Georgia Department of Labor, Baldor, Caterpillar and Power Partners. ManufactuREADY is taught in Clarke, Greene, and Walton Counties. So far 120 people have gone through the program and 87 people have found full time employment.

Dr. McConnell showed a Georgia Work video to the board members, which included some Athens Technical College students who are in the ManufactuREADY program.

### **APPROVAL OF MINUTES**

Chair Adams called for approval of the October minutes. Barbara Cabaniss made a motion to approve the minutes and Mixon Robinson 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 October 31, 2017.

### **ACADEMIC AFFAIRS**

Mr. James Price presented an update on Academic Affairs. He has several new employees including Mr. Alvie Coes, who is the new Dean for Technology, Engineering and Manufacturing. Mr. Mark Franklin is the new Program Chair for the Paralegal Program. In the Life Sciences Division, he has two new instructors, Ms. Tiffany Garrett and Ms. Amanda Stanley.

He attended the Broad River College and Career Academy Governance Board Meeting. They are wanting to add four new pathways for students. Athens Community Career Academy is also wanting to add some new pathways which include thirteen new ones.

There is a change to the Commercial Truck Driving Program. The course will now be offered in only 7 ½ weeks instead of the 15 weeks that it was previously. This is falling in line with other technical colleges and will benefit students who want to get into the workforce at a faster rate.

In December he will be attending a SACSCOC conference in Dallas, Texas.

### **STUDENT AFFAIRS**

Ms. Jennifer Benson gave the board an update on Student Affairs. We currently have 193 more students than we had at this time last year.

They recently held a graduation gala for students to obtain graduation information.

They are wrapping up GOAL interviews.

Thursday she will be going to TCSG to attend a presentation for the Greene County Career Academy.

### **ECONOMIC DEVELOPMENT**

Dr. Ilka McConnell gave the board an update on Economic Development. They currently have a forestry forum taking place in White Plains. There are 65 participants.

They recently provided some training for UGA and a brewery.

### **ADULT EDUCATION**

Ms. Stephanie Benson gave the board an Adult Education update. Recently they have attended several community events in order to recruit students.

TCSG is now funding GED billboards.

The mobile welding lab was delivered last week.

### **COLLEGE UPDATE**

Ms. Jennifer Griffeth gave the board an update on the Athens Tech Foundation. This year they have provided students with \$72,000 in grants, scholarships, books, etc. Spring scholarships are currently being reviewed and will be awarded soon.

The Athens Tech Foundation has provided \$45,000 in college support.

The OWL Awards took place recently and was a success.

She recently met with Baldor who has committed a \$10,000 scholarship.

The Athens Technical College Alumni Association will hold a Frosty Owl 5K on January 20, 2018 at Sandy Creek Park to raise money for scholarships.

### **PRESIDENT'S REPORT**

Dr. Daniel presented the President's Report.

She will also be attending the presentation at TCSG for the Greene County Career Academy.

Dr. Daniel presented the 100% Club Certificate to the board members. We have obtained this recognition for nine years now due to the hard work of our board members.

While at the Leadership Conference in Savannah, the Athens Tech Foundation received the Role Model Certification Award.

Dr. Daniel invited board members to attend the Athens Technical College faculty/staff holiday event on December 1<sup>st</sup>. Christmas ornaments were given to the board members.

The auditorium project is coming to an end. The roof repair in Elberton is completed. A landscaping project next to Economic Development was completed recently. She plans to do another landscaping project next to the water tower.

Naming of the Piedmont Athens Regional classroom is coming along as well as the painting for Dr. Tydings.

She attended a SACSCOC visit to New River Community College in Virginia recently.

Dr. Daniel thanked Dr. Jennifer Palmer for all of her hard work. She also thanked the Vice President's for their hard work while she has been out of the office the last few weeks.

### **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 report.

### **ADJOURNMENT**

Being no further business, Chair Adams adjourned the meeting with appropriate motion and second at 12:00 p.m.

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Dr. Andrea Daniel, President  
Rebecca Allen  
Executive Assistant  
November 14, 2017

*Next scheduled Board Meeting: January 16, 2018*

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