

**Athens Technical College**  
Board of Directors Meeting Minutes  
Athens, Georgia  
September 20, 2016  
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. Todd Henry  
Mr. Steve Hollis  
Dr. Mixon Robinson

**MEMBERS ABSENT**

Mr. Robert Motley  
Mr. Jimmy Parker  
Mr. Lawton Stephens

**CALL TO ORDER/WELCOME**

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

**SPECIAL PRESENTATION**

Ms. Caroline Angelo presented a programs overview to the board. She passed out information on new programs, programs needing further research and the process to approve a program.

Programs approved in 2014 include Engineering Science Technology, Engineering Technology Basics, Manufacturing Operations Specialist, and Agricultural Science. Engineering Science Technology currently has eighty-one students enrolled. Engineering Technology Basics is embedded in the Engineering Science Technology Degree and currently has 19 students enrolled.

Emerging Technologies Program currently has 34 students enrolled and is very popular with high school students. It has the following Technical Certificates of Credit (TCCs) embedded in the program: Mobile Programming, Mobile Security Technician, Personal Robotics, and Video Game Design Specialist. It is being taught at the Athens Campus and Broad River College & Career Academy.

Business Management was previously called Business Administration and it currently has 172 students enrolled. Consumer Economics is the only degree we have that is an Associate of Science Degree. It is an agreement with UGA that a student can finish this degree with us and go into the Consumer Economics at UGA as a junior.

Health Information Management Coding is a program designed to help health care providers with their coding in order to get paid. There are currently fifty-one students enrolled.

There are some programs that need further research including Medical Scribe, Barbering, Food Safety and Technology, and Forensic Cybersecurity.

Ms. Angelo pointed out on the back of the handout is the steps to develop a new program at the college.

### **APPROVAL OF MINUTES**

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

### **FINANCE AND ADMINISTRATION**

Ms. Kathryn Thomas presented the Budget Amendments. There were three funds added to the budget this month which include DFACS Training Grant, Athens Regional Medical Center, and Northeast Georgia Regional Commission.

Ms. Thomas asked the board for approval of the Budget Amendments. Scott Hardigree 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 August 31, 2016.

### **ACADEMIC AFFAIRS**

Ms. Caroline Angelo introduced Mr. James Price, the new Dean of Technology, Engineering and Manufacturing Division.

### **STUDENT AFFAIRS**

Ms. Jennifer Benson gave the board an update on Student Affairs. She is happy to announce that we've had an increase in enrollment for the past two terms. We currently have a little over 4,200 students which is a 2% increase.

They held a retention fair last week and over 140 students signed up.

There will be a Fall Graduation Gala coming up where students can obtain all the information they need for graduation.

### **ECONOMIC DEVELOPMENT**

Dr. Ilka McConnell gave the board an Economic Development update. They have been doing retraining tax credits in the last few weeks. They have done five applications for a total of \$63,500 in tax credits and \$148,000 in estimated training costs.

She completed the Quick Start Train the Trainer course. It was a tough but good training course.

They have been working on some contracts including Novelis, Georgia Athletic Coaching Association, and Hitachi, who is possibly going to expand in our region.

## **ADULT EDUCATION**

Ms. Stephanie Benson gave the board an Adult Education update. FY 2016 data has been finalized and they exceeded all of their Federal Benchmarks. 42% of students entered into employment while 34% went on to a post-secondary education. Enrollment is up 2.2%.

## **PRESIDENT'S REPORT**

Dr. Daniel presented the President's Report. She is happy that enrollment is up at the college Faculty and staff will continue their hard work and hopefully enrollment will continue to rise She will be doing a special presentation along with North Georgia Technical College for their increases in enrollment.

She thanked Ms. Kathryn Thomas for getting the roof leak fixed on the Elbert County Campus. Ms. Thomas was able to get funding to have the roof replaced.

We will be receiving new tractor trailers with some of our World Class Labs funds along with some classroom retrofits.

We have signed an articulation agreement with Valdosta State University and they will accept all of our degrees.

The Workplace Fundamentals Class in Greene County graduated its sixth class.

She signed a partnership agreement with Greene County for a Career Academy. She does not anticipate the Career Academy will be approved this year but hopefully it will be approved next year.

Naming of the Bryan Segars Building on the Elbert County Campus will take place on October 21<sup>st</sup>.

She will be attending the Adult Education State Conference. We will be receiving an award.

The Move on When Ready (MOWR) Program continues to grow. 10% of our enrollment this term is MOWR students.

We are submitting our final numbers to TCSG in October. We had 1,397 unduplicated graduates with 2,250 awards being conferred. 85.3% of students placed in a field and total placement was 97.4%.

Dr. Daniel congratulated Mr. Nick Roediger, Information Systems Administrator, who passed the Alienvault Certified Security Engineer (ACSE) exam.

SACSCOC is beginning an investigation into colleges with federal loan programs and the number of graduates they have. We do not have a federal loan program.

She had a good meeting with Mr. Jere Morehead, President of UGA, a few weeks ago.

### **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 12:10 p.m.

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Dr. Andrea Daniel, President  
Rebecca Allen  
Executive Assistant  
September 20, 2016

*Next scheduled Board Meeting: October 18, 2016*

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