

Athens Technical College
Board of Directors Meeting Minutes
August 15, 2023
9:00 A.M.

MEMBERS PRESENT

Mr. Phil Bettendorf
Mr. Tom Denny
Judge Cheveda McCamy
Mayor Fred Perriman
Mr. Mike Sale
Mrs. Ruth Tellano-Daniel

MEMBERS ABSENT

Mr. Kyle Brown
Dr. Reginald Woods

CALL TO ORDER/WELCOME

Chair Fred Perriman called the meeting to order at 9:00 a.m. welcoming everyone to the August board meeting. He welcomed Judge Lawton Stephens and thanked him for agreeing to swear in the new board members.

SPECIAL PRESENTATIONS

Judge Lawton Stephens swore in the three new board members, Phil Bettendorf, Mike Sale and Judge Cheveda McCamy. Chair Perriman welcomed the new board members and asked each of them to tell a little bit about themselves.

Lenzy Reid introduced Elisa Domingo a student in the Automotive Collision Repair Program that won a gold medal at the SkillsUSA National Conference. He is waiting to see if he will go on to compete in France. Mr. Reid introduced Greg Thomas, Program Chair for Automotive Collision Repair. Mr. Thomas spoke on how proud he is of Elisa Domingo and of his hard work with SkillsUSA. Mr. Reid also introduced Ashton Dooley, Director of Student Activities. Mr. Dooley works closely with the SkillsUSA students.

Dr. Kristen Douglas and Olivia Brown, Program Chair for Business and Marketing Management, presented a PowerPoint presentation on our Quality Enhancement Plan (QEP). Dr. Douglas informed board members that the QEP is one part of our SACSCOC visit in October. The QEP is a plan to enhance quality and is a project that will take five years to complete. The plan has to be 100 pages and include 75 pages of text and 25 pages of supporting documentation.

The QEP has to identify our need and include our mission and vision statement. A survey is part of our QEP and it asks several things including the importance of workplace preparation, retention, career pathway exploration, culture of connection, and technology integration. We asked faculty and staff to submit QEP proposals. Missy Lockhart, who is the Director of Online Learning and eCampus, submitted a proposal that was selected for our QEP. The topic is The Code for Student Success. The Code stands for commitment, outstanding, distance and education.

Olivia Brown spoke about the four foundation pillars for our QEP, which consists of redesigning the online learning orientation for students, faculty training in course design, redesigning course master shells, and teaching courses after redesign.

Dr. Douglas spoke about the timeline for the QEP, which will take five years (2023-2028) to complete. Our assessment plan consists of many different aspects including improved grades for distance education courses, increase in achievement and decrease in attrition rate. We are planning to market the Code by press releases, signage, and in person events. There will be updates emailed to faculty, staff and students.

APPROVAL OF MINUTES

Chair Perriman called for approval of the April 2023 minutes. Tom Denny made a motion to approve the minutes and Ruth Tellano-Daniel seconded the motion with the remainder of the board in agreement. The minutes were approved.

FINANCE AND ADMINISTRATION

Kathryn Thomas is sick with Covid and could not be at the meeting today. Dr. Andrea Daniel presented the FY2024 Annual Operating Budget. Dr. Daniel went over the budget and then asked for approval of the FY2024 Annual Operating Budget. Tom Denny made a motion to approve and Ruth Tellano-Daniel seconded the motion with the remainder of the board in agreement. The FY2024 Annual Operating Budget was approved.

ACADEMIC AFFAIRS

Dr. Kristen Douglas presented an update on Academic Affairs. There have been several program accreditation visits this year. The Physical Therapy Assistant Program had a visit in May. We are waiting the results from it. Health Information Management Technology Program had a good visit and received their seven-year accreditation. Paramedicine Program will have a visit later in the Fall. We submitted our self-study report for the visit.

We currently have over 940 dual enrollment students for Fall semester.

We have a partnership with Walton County School District to provide welding classes to their students using the mobile welding lab.

There were two dual achieve program students who graduated last week. We have 48 students registered for Fall semester. We are also hiring four new instructors for the program.

They are working on our new strategic plan for 2023-2028.

We have our SACSCOC accreditation visit in October. There will be eight SACSCOC members on campus for the visit.

STUDENT AFFAIRS

Lenzy Reid gave the board an update on Student Affairs. Fall semester begins on August 21st. We currently have 3,742 students registered for Fall semester compared to Fall 2022 in which we had 3,865 students. We hope to get more students registered this week.

His office is contacting current students to see if they are interested in taking an additional class.

Financial Aid is working on invoicing for State aid for 2022-2023.

WIOA has been tracking students to see how they are doing and working with students to help with job searches.

Student Support Services has been busy working with students who have mental health issues. The number of students with issues has been increasing since Covid.

Student Activities is planning a welcome back week for students.

Registration and Records is working on getting students registered for Fall semester.

Athens Technical College Police Department is completing their required training.

Information Technology Department is currently working on upgrades for all the campuses.

Target X is a new program to help us with pulling data. Target X shows that we had 4,840 applications submitted for Fall semester. Compared to 2022 we had 3,750 applications submitted.

ECONOMIC DEVELOPMENT

Al McCall gave an update on Economic Development. He explained to the new board members what services Economic Development provides for businesses in our service area and to our students.

The June driver's education class is finishing up.

They have provided Hazmat training to 44 employees at Kabota.

They provided training to plumbers at UGA.

Different types of training and classes have been provided to inmates at Whitworth Women's Facility in Harwell.

The twelve-week CNA summer class will be ending on November 6th. The September class has ten students enrolled and will be starting soon.

Chick-fil-A and Purina have contracted with them for some training.

Some computer classes they offer include Accounting, Excel, and QuickBooks.

There will be an apprenticeship program workshop tomorrow in Greene County.

They are now providing digital badges to students who have completed training. This is an electronic badge that is attached to their award/certificate and can be used during job searches. They have awarded 80 badges to date.

ADULT EDUCATION

Fabersha Flynt provided an update on Adult Education. They are working on FY2024 items.

High School Equivalency, formerly known as GED, testing has begun.

The State goal is to have 37,000 students enrolled and award 9,000 diplomas.

They have a good relationship with Economic Development in which they have been providing some training for Adult Education students.

The program formerly known as Career Plus High School Initiative has been changed to Dual Enroll.

COLLEGE UPDATES

Josh Paine provided an update on the Athens Tech Foundation and Public Relations. He introduced Jeff Petera, who is the Athens Tech Foundation Board Chair.

The 35 Anniversary Gala held back in April grossed nearly \$80,000.

There are 291 students that have applied for scholarships for Fall semester. Reviews are currently taking place for the scholarships.

Foundation board members are working on getting items completed for the Role Model Board Award at the conference in Savannah.

He has been working on the QEP.

TCSG is rolling out a new inquiry form through Target X on our website.

Over 4,000 applications have been submitted through Target X.

There will soon be a new chat box available on our website to help answer questions for students.

PRESIDENT'S REPORT

Dr. Daniel presented the President's Report. She thanked everyone for their hard work on the QEP. It is important for the board to have knowledge of the QEP, which will be a part of our SACSCOC visit in October.

She thanked Jeff Petera for coming to the meeting today. He works for Georgia Power and is the Athens Tech Foundation Board Chair.

She thanked the Athens Tech Foundation for helping fund the greenhouse on the Elbert County Campus.

The new Industrial Systems Technology building is coming along very well. They are hoping to be in the building in January.

She passed out the Capital Outlay one pager to the board members. Our request this year is for the renovation of the Walton County Campus. We want to add CNA and Welding to that campus. She asked the board members to please mention this project to representatives in our service area that they might speak to.

Board members received a copy of the President's List and Dean's List.

Board members also received a copy of information about the TCSG Leadership Conference in Savannah in October. Dr. Daniel asked that board members please let Becky Allen know if you are planning to attend.

Enrollment is up by head count but down slightly in credit hours. Last year we did good with our high demand programs.

We recently held a healthcare roundtable on campus for TCSG. She thanked Ruth Tellano-Daniel for attending the event.

She asked board members to please keep Sherri Health, our Human Resources Director, in their thoughts and prayers. She was involved in a serious car accident last week.

Our SACSCOC visit will be October 9th – 12th. She thanked the Athens Tech Foundation for hosting the dinners for the SACSCOC members. We will be reaffirmed in June, 2024.

The Institutional Effectiveness Office has been instrumental in our program accreditation visits and in preparing for our SACSCOC visit.

CLOSING COMMENTS

Chair Perriman asked board members if they had anything to comment. Tom Denny welcomed the new board members.

ADJOURNMENT

Being no further business, Chair Perriman adjourned the meeting with appropriate motion and second at 10:35 a.m.

Dr. Andrea Daniel, President
Rebecca Allen
Executive Assistant
August 15, 2023

Next scheduled Board Meeting: September 19, 2023

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