

MINUTES

Central Georgia Technical College

Board of Directors

Local Board Meeting

Wednesday, February 11, 2015, 10:30 am - 12:30 pm

Putnam County Administration Building

In Attendance:

Allen, Ivan , Arena, Eric, Blackmon, Shaw, Brown, Brenda , Burks, Deborah , Carpenter, Danny Vice Chair, Danzie, David , Davis, Dana , Dietrich, Carrie, Early, Marcus, Faircloth, Jimmy, Hawthorne, Sarah Chairman, Hoffman, Jeff, Hutto, Rick, Ivey, Pat, Jackson, Craig , Jackson, Tatrabian, Kelly, Janet , Landau, Bob, Lee, Becky, Long, Gardner, McClure, Tonya, McMichael, Tom, O'Hara, Mike , Scruggs, Jeff, Siniard, Michelle , Snelgrove, Brian, Sopha, Roger, Stalnaker, Tommy, Steele, Danielle, Struby, Hazel, Sullivan, Carrie , Thompson, Joan , Whitehead, Robby , Williams, Stephen

Not In Attendance:

Aycock, Jean , Bailey, Karen , Buchanan, Suzanne , Burrows, Brione, Buzzell, Marsha , Cooley, Leighton , Devero, Sallie, Foster, Bruce, Hampton, Linda, Hodges, Vernard, Holloway, Amy , Johnson, Cathy, Jones, Carol, Lucas, Brittany, Nester, DeAnn, Price, Barnee, Shaw, Julia Nell

I. Call to Order

Dr. Sarah
Hawthorne

Meeting was called to order at 10:35 am at the Putnam County Administration Building.

II. Invocation and Pledge of Allegiance

III. Special Presentation

Mr. Eric Arena, 10 min
Superintendent
Putnam County
Charter School
System

Putnam County High School Dual Enrollment

Mr. Eric Arena, Superintendent for the Putnam county Charter School System gave a presentation on Putnam County High School's Dual Enrollment

IV. Approval of Minutes

Dr. Sarah
Hawthorne

The December 10, 2014 meetings minutes were approved as submitted.

V. Division Reports:

- Academic Affairs

Dr. Amy 5 min
Holloway

The following programs were approved by the local board and will be forwarded to the State Board for final approval:

Basic Medal Shielded Arc Welder TCC

Commercial Truck Driving TCC

Health Care Asst. TCC

MS Word Application TCC

Nurse Aid TCC

Technical Specilaist TCC

Move: Danzie, David Second: Carpenter, Danny Vice Chair Status: Passed

- Administrative Services Ms. Michelle Siniard 10 min

A review of the budget was presented.

- Adult Education Ms. Brenda Brown 5 min
- Economic Development Ms. Becky Lee 5 min
- Facilities & Ancillary Services Mr. Jimmy Faircloth 5 min
- Institutional Advancement Ms. Tonya McClure 5 min
- Institutional Effectiveness Ms. Deborah Burks 5 min
- Marketing & Public Relations Ms. Janet Kelly 5 min
- Satellite Operations North Ms. Dana Davis 5 min
- Satellite Operations South Dr. Joan Thompson 5 min
- Student Affairs Mr. Craig Jackson 5 min
- Technology Mr. Gardner Long 5 min

VI. QEP Committee Update

**Mr. Jeff Hoffman,
Committee
Chair 10 min**

Mr. Jeff Hoffman, Electronics Instructor and Chair of the College's Quality Enhancement Plan Steering Committee, presented progress to date towards the final QEP topic. Mr. Hoffman shared survey and focus group data. He then noted that after involving all stakeholders, e.g., students, faculty, staff, administrators, occupational program advisory committee members, and local board members, that the one topic that rose to the top for all groups was holistic advising. Chairman Hawthorne expressed her appreciation that the College is tackling issues which impede student success and agreed with the importance of proper advisement.

VII. President's Report

Dr. Ivan Allen 20 min

VIII. Old Business

IX. New Business

X. Meeting Adjourned

Total Meeting Time: 1 hr 45 min