

## MINUTES

Central Georgia Technical College  
Board of Directors  
Local Board Meeting  
Wednesday, November 9, 2016, 10:30 am - 12:00 pm  
Hawkinsville WDC



### In Attendance:

Allen, Ivan; Bailey, Karen; Brown, Brenda; Burks, Deborah; Buzzell, Marsha; Carpenter, Danny; Davis, Dana; Faircloth, Jimmy; Griner, Andrea; Holloway, Amy; Jackson, Craig; Kelly, Janet; McClure, Tonya; McMichael, Tom; O'Hara, Mike; Price, Bamee; Scruggs, Jeff; Siniard, Michelle; Snelgrove, Brian; Sullivan, Carrie

### Not In Attendance:

Blackmon, Rep. Shaw; Buchanan, Suzanne; Couch, Mike; Danzie, David; Hodges, Vernard; Hutto, Rick; Jones, Carol; Landau, Bob; Steadman, Cambri; Steele, Danielle

## I. Call to Order

Mr. Danny  
Carpenter

Chairman Danny Carpenter called the November 9, 2016 meeting to order at 10:30 am at the Hawkinsville Workforce Development Center.

## II. Invocation and Pledge of Allegiance

Mr. Mike O'Hara gave the invocation and Mrs. Karen Bailey led the Pledge of Allegiance.

## III. Approval of Minutes

Mr. Danny  
Carpenter

ACTION: Approval of August 10 2016 Meeting Minutes

***The August 10, 2016 meeting minutes were approved as submitted.***

Move: McMichael, Tom Second: Bailey, Karen Status: Passed

## IV. Division Reports:

### • Academic Affairs

Dr. Amy  
Holloway

ACTION: Approval of the following programs:

Barbering TCC

Culinary Nutrition Assistant TCC

Food Production Worker 1 TCC

Construction Management Associate Degree

Construction Management Diploma

Division Update

***These programs were approved by the local board and forwarded to the State Board for final approval.***

Move: O'Hara, Mike Second: Buzzell, Marsha Status: Passed

### • Administrative Services

Ms. Michelle  
Siniard

Division Update:

Budget Analysis

YTD Budget Analysis

Delegation of Authority (signature only)

Ms. Siniard provided an overview of the budget as of October 31, 2016 as well as the college's current financial

standing compared to the same point in fiscal year 2016.

- Adult Education Ms. Brenda Brown  
Division Update
- Economic Development Ms. Andrea Griner  
Division Update
- Facilities & Ancillary Services Mr. Jimmy Faircloth  
Division Update
- Institutional Advancement Ms. Tonya McClure  
Division Update
- Institutional Effectiveness Ms. Deborah Burks  
ACTION: Review of Strategic Plan and Mission Statement for comments and/or corrections.  
Division Update  
  
***There were no comments or proposed corrections to the current Strategic Plan and Mission Statement for the college.***
- Marketing & Public Relations Ms. Janet Kelly  
Division Update
- Satellite Operations Ms. Dana Davis  
Division Update
- Student Affairs Mr. Craig Jackson  
Division Update
- Technology Mr. Brian Snelgrove

## V. President's Report

GOSA Chart  
Scorecard Summary  
Crawford County Center Activity Analysis

***Dr. Allen updated the board on CGTC's scorecard and provided the board with an activity analysis of the Crawford County Center.***

***Dr. Allen also updated the board on the status of the facility. The State Board unanimously voted that the building be turned over to the Crawford County Community to re-purpose the facility while still allowing CGTC to teach classes in the building.***

## VI. Old Business

**VII. New Business**

**VIII. Meeting Adjourned**