



DEKALB TECHNICAL COLLEGE  
BOARD OF DIRECTORS MEETING

September 15, 2007  
MINUTES

A meeting of DeKalb Technical College's Board of Directors was held on Saturday, September 15, 2007 at the Cathedral at Chapel Hill in Decatur in conjunction with the DTC graduation.

Members present, county represented, and business:

Gregory A. Adams, DeKalb, Superior Court, DeKalb County  
Delores Crowell, DeKalb, AT&T  
Susan Eckert, DeKalb, Emory University  
Sandra Font, DeKalb, Georgia Hispanic Chamber of Commerce  
Jack Manning, DeKalb, General Motors  
David Purcell, DeKalb, Georgia Power Company (newly nominated)  
Jerry Silvio, Newton, Silvio Development Company  
Cory Thompson, DeKalb, News Media

DeKalb Technical College staff present:

Dr. Robin Hoffman, President, DeKalb Technical College  
Gale Belton, Director, Human Resources  
Glen Cannon, Vice President, Business and Finance  
Tanya Gorman, Vice President, Academic Affairs  
Richard Smith, Vice President, Economic Development  
Larry Teems, Vice President, Student Affairs and Special Assistant to President  
Lynn Burton, Secretary to Board

- I. In the absence of Chairman Grady Gill, the meeting was called to order by Vice Chair, Sandra Font.
- II. Motion was made by Gregory Adams and seconded by Jerry Silvio, to approve the agenda as written. Motion unanimously passed.
- III. Motion was made by Cory Thompson and seconded by Gregory Adams to approve the minutes as written. Motion unanimously passed.

IV. President's Report

Dr. Hoffman briefed the board of the following:

Dr. Hoffman introduced and welcomed David Purcell, a newly nominated board member. Once approved by the state board, Mr. Purcell will be sworn in at an upcoming meeting.

The new academic building and the new conference center are nearing completion. It is anticipated that they keys will be turned over mid October. A ribbon cutting ceremony will be planned for a later date.

The latest graduation report was discussed. DeKalb Tech has one of the highest graduation placement rates in the state with 81.9% placements in field and a 99.2% total employment rate.

Enrollment for fall quarter appears strong with 3,000 pre-registered.

V. Board Action Items

Approval of Candidates for Graduation:

Dr. Hoffman stated that a copy of the graduation program listing the candidates for graduation was included in the board packet and she asked for the board's approval of the candidates. Dr. Hoffman stated that these are candidates for graduation and their records will be verified before actual diplomas are released. Gregory Adams made a motion, Jerry Silvio seconded and all approved.

Approval of Policies:

Dr. Hoffman called attention to the following DeKalb Technical College policies that needed to be approved. These items were tabled at the last meeting to allow members time to review. The items were posted on the board agenda web page for review prior to the meeting.

Development and Approval of Policies and Procedures  
Mission Statement  
Local Board Responsibilities and Authority  
Board of Directors Bylaws

Cory Thompson made a motion to approve, Jerry Silvio seconded and the policies were unanimously approved. Dr. Hoffman stated that the entire Employee Manual is very close to completion and individual sections will be posted on the board web page for review prior to the next meeting.

Curriculum Proposal:

Dr. Gorman briefed the board on a new curriculum proposal, Crime Scene Technician TCC. This course is designed to provide training opportunities to Criminal Justice students and those individuals employed in the law enforcement field. Dr. Gorman noted one correction to the proposal; the standard tuition fee will be \$36 per hour as opposed to \$31 per hour as noted. Motion was made by Cory Thompson and seconded by Gregory Adams to approve the curriculum proposal as corrected. Motion unanimously passed.

V. Financial Report

Dr. Cannon reported that the FY07 budget had closed and a summary was included in the board agenda package. He stated that there could be minor final adjustments made to the amounts per the audit. The budget comparison report is up and running for FY08. As changes occur, he will keep the board informed. Dr. Cannon also stated that there is \$3,000,000 in funds to equip and furnish the new buildings. These funds will not show on our reports but will remain on DTAE's books for disbursement of the funds.

VII. There being no further business, the meeting adjourned for participation in the graduation ceremony.

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Lynn Burton, Secretary to the Board

A subsequent electronic request was sent to board members October 9, 2007, asking for their review and approval of the following new program and course proposals:

Commercial Refrigeration (Diploma)

Commercial Refrigeration (AAS Degree)

ACT 112 Thermodynamics of Refrigeration

Eight board members responded and all eight voted to approve the proposals.