



BOARD OF DIRECTORS MEETING
Griffin Campus, Presidential Board Room
November 20, 2019
7:30 a.m.

MINUTES

Present:

Erin Cook
Kyle Fletcher
Keith Gettinger

Rebecca Hadley-Catter
Michael Powell
John Rainwater

Jeff Stribling
Carman Templeton
Stone Workman

Absent:

David Campbell

Merry Heath

Roger McDaniel

Staff Members:

Dr. Alvetta Thomas
Dr. Mark Andrews
Miriam Caslin
Barbara Jo Cook

Dr. Chris Daniel
Dr. Xenia Johns
Dr. Steve Pearce
Dr. Murray Williams

Wanda Hammock
Kim Santerre

A. CALL TO ORDER

Michael Powell called the meeting to order at 7:35 a.m. Mr. Powell thanked the Board for their commitment.

B. ADDITIONS/CHANGES TO THE AGENDA

There were no additions to the agenda.

C. APPROVAL OF AGENDA

John Rainwater made a motion to accept the agenda, Stone Workman seconded, and the Board voted unanimously to accept the agenda.

D. APPROVAL OF MINUTES FROM LAST MEETING

Kyle Fletcher made a motion to approve the minutes of the September 18 and October 28, 2019, meetings as presented in the Board materials, Keith Gettinger seconded, and the motion was unanimously approved.

E. OLD BUSINESS

No old business.

F. NEW BUSINESS

1. Nominating Committee Update

Since Roger McDaniel was unable to attend the meeting today, Dr. Thomas provided a brief update. The Nominating Committee is looking at Nitara Murray to represent the Board for Henry County. She attended the Tech Connect event at the Henry County Center and was responsible for getting the sponsorship from AT&T. Mr. McDaniel will contact the Committee for further discussion.

2. Approval of the Academic Program

Basic Entrepreneurial Skills

Dr. Pearce presented the program for consideration. The College has been in discussions with Pike County Schools for some time and they are ready to move forward with the Technical Certificate of Credit for dual enrollment. This program would assist students that are interested in going into business for themselves and would include a business plan upon completion of program. Mr. Rainwater expressed interest regarding the Personal Finance class and offered his assistance, if needed. Mr. Rainwater made a motion to approve the program as presented, Ms. Fletcher seconded, and the Board voted unanimously to approve the motion.

G. COLLEGE REPORTS

1. Academic Affairs

Dr. Steve Pearce reported on the Academic Affairs area as follows:

- The Georgia Board of Nursing approved Southern Crescent Technical College to offer an ASN program at the Flint River Campus in Thomaston. Plans are underway to try to begin the program January 2020. Dr. Thomas mentioned the Foundation's support of the program by providing instructor salaries for a couple of years.
- The Georgia Board of Dentistry approved Southern Crescent Technical College to issue Extended Duty Dental Assistant certificates to Dental Assisting graduates who meet the requirements for the certificates.
- Steve Pearce, Chris Daniel, and Keith Smith recently visited Hinds Community College in Raymond, Mississippi to visit the college's drone program. Keith is the Machine Tool Technology instructor at Southern Crescent, and also a retired airline pilot and licensed drone pilot. Plans are to begin development of a Drone Technology TCC.
- Steve Pearce and Xenia Johns met with Fort Valley State University to discuss articulation agreements. We are in the process of developing a proposed agreement.
- The Rick Perkins Award have been named (Allied Health-Rasheeda McNeal; Arts and Sciences-Brittany Varga; Business, Computer Information, Public Safety-Mark Avery; and Film, Public Safety, Industrial Technology-Billy Elliott) with Rasheeda McNeal being this year's winner.

2. Administrative Services

Miriam Caslin reported on the Administrative Services area as follows:

- The College financial statement of funds available and expenditures compared to budget for the period of July 1, 2019 thru October 17, 2019 (FY2020) reflects the following:
 - Final Budget is \$30,186,216.88.

- Current year revenue is \$10,947,750.35 less receivables in the amount of \$73,532.06 provides total adjusted revenue of \$10,874,218.29.
 - Revenue compared to budget is 36.27%.
 - Comparative data for FY2019 current year revenue is \$10,230,659.99 as reported on October 23, 2018. The variance between FY2020 and FY2019 current revenue is \$717,090.36, an increase in reported revenue for FY2020. This increase is due to a slight increase in state allocations; however, the most impact came from the increase in tuition rate and an increase in credit hour enrollment.
 - The actual expenditures total is \$7,472,948.63, comprised of 82.88% in personnel expenses and 17.12% in operating expenses.
 - Expenditures compared to budget is 24.76%.
 - Comparative data for FY2019 actual expenditures is \$7,479,045.44 reported on October 23, 2018. The FY2020 actual expenditures reports a slight decrease in the amount of \$6,096.81.
 - This financial statement indicates the College's current year funds available for this reporting period is \$3,401,269.66 and prior year reserves less prior year outstanding receivables with a total of \$85,642.98.
 - Comparative data, FY2019 total funds available as reported on October 23, 2018 was \$3,247,568.53.
 - Current year and prior year total funds available for July 1, 2019 to October 17, 2019 is \$3,486,912.64, a \$239,344.11 increase to FY2019.
- Southern Crescent Technical College is in a financial position to meet its outstanding obligations and is in good standing.

3. Adult Education

Dr. Murray Williams reported on the Adult Education area as follows:

- Enrollment stands at 850 students, which represents 56% of the goal. The measureable skills gap is about half of where the College needs to be for the year (28.33%).
- The EAGLE student and Adult Education Teacher of the Year were selected yesterday. William Hendon was named the EAGLE student and Dr. Monique Brown was chosen as the College representative for Teacher of the Year. This is the first year that the State is recognizing an Adult Education Teacher of the Year. The College is very proud of them.
- Business partners include American Woodmark, Piedmont Fayette, Piedmont Henry, Henry County School Systems (looking for 1,000 students in Henry), Accountability Court System, Pike County West Central Treatment Facility (34 enrolled and looking at the possibility of a Welding class), and Rinnai in Spalding for GED classes.

Michael Powell excused himself from the meeting due to a scheduling conflict and Carman Templeton assumed the role of Chairperson for the remainder of the meeting.

4. Institutional Advancement

Barbara Jo Cook reported on the Institutional Advancement area as follows:

- Each year during the internal campaign, full-time faculty and staff are invited to join the President's One Percent Club by donating one percent of their salary to the Foundation for student

- scholarships. On Thursday, November 14, 2019, fifty-four members of the President's One Percent Club participated in an in-the-field experience.
- The Southern Crescent Technical College Foundation received notification that the Foundation has met all of the criteria established by the Technical College Foundation Association for the status of Role Model Foundation Board. This is the fifth consecutive year that the Foundation has received this award and was recognized at the Technical College System of Georgia Leadership Conference in Savannah, Georgia on October 29, 2019.
 - The Dart Foundation represented by Emily Matthews, Manager of the Foundation, was recognized by the Technical College Foundation Association with a Distinguished Service Award at the Leadership Conference in Savannah at the Hyatt Regency Hotel on October 29, 2019. The Distinguished Service Award is designed to showcase past generosity, commitment and dedication to the foundations and colleges of the Technical College System of Georgia and to encourage future generosity and commitment. One Distinguished Service Award honoree was submitted per college and all honorees were recognized. The Southern Crescent Technical College Foundation nominated the Dart Foundation to be recognized for distinguished service to Southern Crescent Technical College for FY2019. Over the past year, the Southern Crescent Technical College Foundation was the recipient of two grants from the Dart Foundation to be used in the Mechatronics Lab on the Flint River Campus in Thomaston.
 - The Inaugural Tech Connect event in Henry County was held on October 24, 2019, in Building B at the Southern Crescent Technical College Henry County Center from 5:30 p.m.-7:30 p.m. The fundraising event was a wine, local craft beer, and charcuterie event designed to connect the College and the Henry County community. During the event, Deborah Armstrong, CEO of Piedmont Henry Hospital, presented a check for \$100,000 to Dr. Thomas for the Southern Crescent Technical College Foundation. After the presentation of the donation, the naming of the Piedmont Henry Healthcare Wing was revealed to the guests at the Tech Connect event. The success of Tech Connect was determined in a large part by select community-minded businesses stepping forward as Signature and Corporate Sponsors for the event. The Foundation uses funds from events like this to help the College provide additional student support. After expenses for the event, the Foundation netted over \$15,000 from the inaugural Tech Connect event. The Corporate Sponsors for the event were as follows:
 - Event Sponsor C&C Fence Co.
 - Charcuterie Sponsor Piedmont Henry Hospital
 - Hospitality sponsor People Plus Solutions
 - Platinum Sponsors Bellamy Strickland Chevrolet Buick GMC, Cooper Lighting Solutions, Heritage Bank, and Impact Office Interiors, Inc.
 - Gold Sponsors AT&T, Atlanta Heart Associates, P.C., Henry County Development Authority, Jones Petroleum Co., Snapping Shoals EMC, and General Storage-McDonough
 - The annual employee holiday luncheon is scheduled for December 18. Board members were invited to participate in the event by serving the employees and then joining them for lunch.

5. Institutional Effectiveness

Dr. Chris Daniel reported on the Institutional Effectiveness area as follows:

- Currently working on a modified prospectus for a system-wide joint substantive change for the following programs: Air Conditioning Technician Assistant, Automotive Chassis Technician, Automotive Climate Control Technician, Auto Electrical/Electronic Systems, Automotive Engine

- Performance Technician, Automotive Engine Repair Technician, Child Development Specialist, Industrial Motor Control Technician, and Light Commercial Air Conditioning.
- The Division is gathering information for the Perkins V comprehensive needs assessment. Dr. Daniel may reach out to Board members for this purpose. The department has coordinated surveys with all program advisory committees.
 - The Vice President of Institutional Effectiveness and the Director of Institutional Effectiveness attended the Annual Southeastern Association for Community College Research (SACCR) conference held in Ashville, NC.
 - The Vice President of Institutional Effectiveness and the Director of Institutional Effectiveness attended the Perkins V workshop.
 - IT has coordinated the technical needs for the state-wide public forum for the Perkins V needs assessment with the Technical College System of Georgia and the Georgia Department of Education. This will be held October 24 on the Griffin Campus.
 - Funding has been approved for the 2019/2020 replacement plan for employee computers across the College. The plan is to purchase 84 computers to replace outdated staff computers and repurpose 34 of the replaced computer in other areas.
 - During the month of September, IT received and closed 291 help desk tickets. This is an average of 15 tickets per day.

6. Student Affairs

Dr. Xenia Johns reported on the Student Affairs area as follows:

- Fall Enrollment - 5,253, 7% increase over the previous fall term
- Dual Enrollment for Fall Term is 1318, increase of 216 high school students
- Graduation Rate - 80%
- Awards - 2,622 - 28.1% increase for unduplicated and 4,245 - 14.2% increase for duplicated awards
- Career and Academic Planning Center Retention Rate is 97.3%
- Job Placement AY2018 - 98.92% (Total Placement) with 87.70% (In Field Placement)
- Over \$7 million has been distributed in Financial Aid
- The GOAL winner was named yesterday and is Kimberly Fritz Walker. She will be introduced to the Board after the first of the year.
- The Tigers' basketball season is underway. The women's team only has six players but they are committed. The men's team is performing well.
- Mr. Workman inquired about the dual enrollment numbers and associated costs. Dr. Thomas stated that the comfort level for dual enrollment is 20% of the total enrollment. The College is slightly above this percentage and stated that clearly something has to change to get funding for dual enrollment under control. The College will need to increase traditional student enrollment to cover the costs.
- Carman Templeton inquired about the percentage of dual enrolled students that transition to the College after graduation. The College is working to increase these numbers as well as working to increase the number of articulation agreements that the College has with other institutions. Agreements are being worked with Fort Valley State College, Clayton State University, Valdosta State University, and Gordon State College. A signing ceremony is scheduled with Gordon State College for December 17 at 2:00 pm.

- Rebecca Hadley-Catter inquired about instructor loads. Dr. Pearce indicated that this depends upon the type of classes but the standard load is seven classes or four classes with labs.
- Mr. Workman inquired about the probable cause for the increases. Dr. Thomas explained that the increases could be a result of the work of the CAP Center, high touch efforts, paying attention to conversion rates, and/or faculty involvement.
- The College retention rate is up to 74%.
- Mr. Rainwater mentioned software that allows for texting via a computer (Texting Concierge). Dr. Johns mentioned an upcoming appointment with Signal Vine that offers texting solutions along with high touch efforts.

7. Executive Vice President

Dr. Mark Andrews reported on the Executive Vice President area as follows:

- The Economic Development Division has served 52 companies this year through November 12 with a strategic indicator goal of 107 companies by the end of June 2020.
- Thus far this year, the Division has generated \$214,650 in revenue with a goal of \$534,865 by year-end.
- The welding programs for the Spalding County Correctional Institute (SCCI) and the Clayton County Correctional Institute (CCCI) are in the works. The Spalding program has begun and the Clayton County program will begin as soon as a power pole issue can be resolved.
- Driver's Education for Upson-Lee High School in Thomaston was completed on November 8. Approximately 68 students were trained this semester.
- There are three classes scheduled at the SCTC Henry County Center for Goodwill of North Georgia in October, November, and December involving OSHA 10, Forklift, and CPR. Dr. Andrews has requested a Welding mobile unit from the Technical College System of Georgia for Henry County.
- Industrial Systems classes on the Flint River and Griffin Campuses are going well with several companies participating, including Norcom, Clark Dietrich, Hoshizaki, Dart Container, and Standard Textile.
- The Division has also conducted Industrial Systems classes at plant sites the past few months at American Woodmark and Sigvaris.
- Written maintenance assessments are ongoing now with Interfor and Standard Textile to get baselines on their respective maintenance team members.
- Talking with companies about online Amatrol courses.
- Flagger training is scheduled in November for the City of Thomaston and Upson County Public Works employees.
- CDL Prep classes are being held on the Griffin and Flint River Campuses throughout the month of November.

H. PRESIDENT'S UPDATE

- Dr. Thomas stated that she has a fantastic team that understands the importance of work in the community.
- Plans are to invite the College winners for EAGLE, GOAL, Rick Perkins, and the Adult Education Instructor of the Year to a future meeting.

- Dr. Thomas expressed appreciation for the support of the Board while the College continues building strong students, careers, and communities.
- Mark your calendars for December 5. This is the date for the State of the College event. Please plan to attend and bring a guest or two with you.
- The College is struggling in Jasper County. Dr. Thomas has held serious conversations with Paul and Susan Holmes, Mandi Tanner and David Dyer. Offering the General Studies program may assist in this effort. Meetings are being planned with industry in the area early in 2020.
- The Butts County Center is doing well. Diesel and Cosmetology programs are located there.
- Fayette County has decided that they need technical education. The Chamber (Colin Martin) is assisting in this effort. They are interested in a site for Fayette County. The Fayette County Schools Center of Innovation is full. The College has a good partnership with the School System. The School System is looking to establish a post-secondary location at the current Booth site after renovation. Dr. Thomas is looking forward to continued collaboration there.
- Dr. Thomas expressed her appreciation for the Piedmont Henry partnership and donation. Plans are to continue to build relationships with hospitals. The College is working with Upson Regional Medical Center. A meeting is upcoming with Piedmont Fayette.
- Dr. Thomas stated her appreciation of the Board's support is gaining 100% certification again this year.
- Dr. Thomas asked the Board to let the College know if there is anything that can be done to build relationships in community.

I. ADJOURN

The next Board meeting will be held on December 18, 2019 at 10:00 a.m. on the Griffin Campus. There being no further business, the meeting was adjourned at 9:08 a.m.

Dr. Alvetta Peterman Thomas, Executive Secretary