



BOARD OF DIRECTORS MEETING

**Griffin Campus
June 12, 2024
8:00 a.m.**

MINUTES

Present:

David Campbell
Erin Cook
George Crews

Rebecca Hadley-Catter
Lisa Johnson
Michael Powell

John Rainwater
Stone Workman

Absent:

Keith Simmons

Jeff Tarrant

Staff Members:

Dr. Irvin Clark
Stacy Acey
Barbara Jo Cook

Steve Hendrix
Kimberly Register
Alan Stanfield

Anna Taylor
Kim Santerre

Guest:

Honorable Jan Hunt

A. CALL TO ORDER

Rebecca Hadley-Catter called the meeting to order at 8:00 a.m. and welcomed everyone to the meeting.

B. INTRODUCTION OF GUESTS

Dr. Clark introduced Jan Hunt, Spalding County Probate Court Judge, to Board members. Judge Hunt administered the oath of office to George Crews and Lisa Johnson. Once both Board members had been sworn in, Judge Hunt offered her congratulations. Dr. Clark thanked Judge Hunt for her support and the new Board members for agreeing to serve on the Board of Directors.

C. APPROVAL OF AGENDA

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

D. APPROVAL OF MINUTES

Mr. Rainwater made a motion to approve the minutes of the April 17, 2024, meeting as presented in the Board materials, Mr. Workman seconded, and the Board voted unanimously to approve the minutes.

E. OLD BUSINESS

No old business.

F. NEW BUSINESS

1. Election of Officers

As Chair of the Nominating Committee, Michael Powell presented the slate of officers for consideration as Rebecca Hadley-Catter as Chair and Stone Workman as Vice Chair. Mr. Rainwater made the motion to approve officers as presented, Erin Cook seconded, and the motion was unanimously approved.

The position of Vice Chair-Elect was tabled and will be discussed further at a future meeting.

2. FY2025 SCTC Board of Directors Meeting Schedule

Ms. Hadley-Catter requested that the Board members review the proposed dates presented. Consensus was that 8:00 am is the preferred time for future meetings and adjustments can be made as needed. Mr. Workman made a motion to approve the meeting schedule dates as presented, Mr. Rainwater seconded, and the motion was unanimously approved.

3. Special Recognition – David Campbell

Dr. Clark requested a moment to recognize David Campbell with a plaque of appreciation and thank him for his service on the Board for the past seven years. Mr. Campbell has been a dedicated Board member and provided invaluable leadership. Mr. Campbell stated he will continue to support the College in whatever capacity he can.

G. DIVISIONAL REPORTS

Divisional reports were provided from Academic Affairs, Administrative Services, Adult Education, and Institutional Advancement. Included in the Board materials was the following information:

1. Academic Affairs

Library Services Statistics and Highlights

Service	Location		
	Flint River	Griffin	Henry
Door Counts	79	932	260
Computer Usage	14	251	54
Instruction Sessions	0	2	3
Reference	4	8	2
Directional	1	20	14
Computer Assistance	9	40	26
Virtual Chats	0	5	0
Laptops Loaned	6	45	3
Student I.D.'s	19	381	51
Laptops Returned	6	56	14

- Library programming for the month of May consisted of: Meditation for Beginners, an in-person workshop hosted by Griffin Georgia's Licensed Marriage and Family Therapist, Ms. Danielle Smith; Library Feud (Horticulture Edition); Trivia Thursday, which included bonus

questions from SCTC's Tutoring Center; and FAKE NEWS, a webinar on how to avoid falling for misinformation, especially on social media.

- In the effort to continue to market the importance and benefits of utilizing OER materials the library set up a pop-up shop on the Griffin Campus in the Dundee Technology Building with informational and promotional materials. Other marketing tools offered this month was an OER slideshow presentation. Future OER Pop-up shops and presentations are listed on the library's website.



- Plans are still in the development and quote stages to rebrand the library's infrastructure and library webpage. Library staff met with Alan Stansfield from facilities to discuss the proposed plans to see if the vision is feasible. Staff also met with Mark Milam of Impact Furniture to discuss layout, pricing, measurements and ideas for furniture. Michael Shiver is currently making progress to the library's facelift.
- Page Turners Book Club met in-person on May 30 for their final book club meeting of the fiscal year. Club members discussed *Bel Canto* by Ann Patchett. The Crescent Cafe catered delectable delights while members engaged in a thought-provoking discussion. The next meeting will take place virtually July 25 where members will discuss *Jurassic Park*.
- Library Services Displays:
 - Stars Wars "May the 4th Be with You" - Griffin Campus library
 - Fake News - Griffin Campus library
 - Mental Health Awareness Month - Henry Campus Computer Center
 - Manga "May-nga" - Flint River Campus library

Academic Programs

- Criminal Justice reviewed trends and past data to schedule our summer classes. This was also done last fall with the hopes of maximizing enrollment during the summer semester. As a result, there are four classes running and enrollment is maxed in all classes. There are usually 10-15 students per class during the summer. Because enrollment was maximized, a class was added to accommodate students who could complete the program at the end of this semester.
- Started the apprenticeship program in partnership with the Spalding County Sheriff's Office.
- Began creating a crosswalk that will delineate which state law enforcement courses equate to which TCSG courses. This will result in a single document that can be provided to agency heads. The end result will increase enrollment because the agencies will know exactly how many PLA credits their officers will receive.
- A second semester of the Nurse Bridge program was started on both campuses. The Division has started the process of obtaining new Memorandums of Understanding with City of Hope

- (formerly Cancer Treatment Centers of America in Newnan) and Grady Memorial Hospital. The College has over a 90% pulse predictor score in Assessment Technologies Institute (ATI) of the whole class passing the NCLEX RN after graduation in December. Potential students continue to reach out consistently via phone calls and emails inquiring about the Bridge program which ensures a large number of applications and another full class in the spring.
- Forensic Science had guest speakers from the FBI Evidence Recovery Team for the Forensic Science program, the Director of the Wildlife Forensic Academy in Africa, and Sheryl McCollum (founder and CEO) of the Cold Case Investigative Research Institute.
 - Julie Gates, is the Program Coordinator for Forensic Science and the College's Rick Perkins Award winner and NISOD Excellence Award Winner. She had the opportunity to attend the Georgia Masters Teachers Experience recently and thoroughly enjoyed her visit!
 - Networking Specialist had four students pass the TestOut Network Pro certification exam.
 - Medical Assisting had the Medical Assisting Education Review Board Accreditation visit on May 20-21. The visit went very well and the College will receive a report in 30 days. All students have passed the American Medical Technologists Registered Medical Assistant exam for the spring term and all have been offered employment in-field.
 - The College (Drone) was recently approved to join the Federal Aviation Administration's [Collegiate Training Initiative Program](#). This is a partnership program to provide support college's efforts to supply critical hiring within the aerospace industry, specifically the effort to supply commercial drone pilots. The instructor is a volunteer safety counselor ([DronePro](#)) with the Federal Aviation Administration and participates in quarterly safety webinars, the latest seminar was on May 15. DronePros are designated non-paid safety agents of the FAA and receive phone inquiries and present occasional no-charge educational seminars to the aviation community. The instructor also participated in an industry gathering of Association for [Uncrewed Vehicle Systems International \(AUVSI\)](#) in Peachtree Corners, Atlanta on May 31. Connections with employers are in mind, of course, but also keeping up with the rapidly changing uncrewed vehicle industry is a priority.
 - Early Childhood Care and Education (ECCE) has hired a new adjunct and a new full-time position. These positions will be filled with staff members who are well-equipped in Early Childhood Education and best practices. They will be positive assets to our program. The College had a visit from a Department of Early Care and Learning (DECAL) representative, Lindsey Peterson. She represented the program, DECAL Scholars. She informed students of the opportunities that DECAL offers to students in the form of monetary incentives for the college programs they are enrolled in while they are working in childcare. The new Program Coordinator for ECCE is exploring a new Technical Certificate of Credit (TCC). This new TCC would be a paraprofessional certification. It is in the early stages of development but offers an exciting opportunity for them to have a skill set and knowledge of early childhood that is needed in the public schools. More importantly, it will make them work-force ready.
 - Civil Engineering current enrollment is up to 7 students which is a 600% growth from this time last year.
 - Cosmetology has a 100% passing rate of State Licensure for Cosmetology, Nail Technician, and Esthetician. Industry Professionals/Guest Speakers that will visit the Esthetician students include Pretty in a Minute, Hale and Hush, and Angelique Keb (owner of Spa Angelique) on June 10; Deborah Small, regional manager for Image Skin Care, will be on campus on June 17; and Carline Sanders, owner of The Perfect Brow, will be on campus on June 18. Kim Rawlins and Wendy Anderson were guest speakers on May 13 at the North Georgia Summit Group's Conference.
 - Carpentry and Construction Management students are currently building four "food pantries" for a community group called "The Village Kids". The materials were donated to that group by

Home Depot for the build. Once completed, the pantries will be placed in selected neighborhoods to provide food items to those in need.

- Five Machine Tool students received the Gene Haas Foundation Scholarship and were awarded new laptops (\$700 value) for future CNC training. Spring Semester 2024 marked the first semester utilizing the new Hass CNC desktop training modules provided by Phillips Corporation. Training modules cost approximately \$14,000 each and were purchased through Perkins funding. These two machines were utilized by seven students in the AMCA 2110 Intro to CNC Fundamentals course.

Distance Education

For the month of May, Distance Education:

- Assisted Billy Elliott to get his COFC 1080 course ready for an official Quality Matters (QM) review. Mr. Elliott received QM certification on May 21!
- Participated in graduation and both ROAR sessions
- Attended multiple training sessions with GVTC to learn Blackboard Ultra
- Answered 576 Student Helpdesk tickets and 55 Faculty Helpdesk tickets
- Conducted several one-on-one faculty training sessions in Blackboard

Curriculum

- The Division is finalizing updates to the Smart Catalog and preparing to launch the 2024-2025 version.
- DegreeWorks continues with ongoing updates.

Apprenticeships

- 33 active apprentices
- Developed processes and procedures for routine monitoring, employer site visits, and work process schedule review.
- Conducted employer site visits

Tutoring Center

- The Tutoring Center conducted 740 tutoring sessions with 124 students during the Spring 2024 semester.
- Students who visited the Tutoring Center three or more times for tutoring in a core class achieved an 86.4% pass rate in those courses.
- The overall pass rates for English, science, and math were 100%, 100%, and 80% respectively.

Administrative Services

- Following is the Southern Crescent Technical College Financial Statement of Funds Available and Expenditures Compared to Budget for the period of July 1, 2023 through May 31, 2024 (FY2024). A financial overview and brief explanation of this statement includes:
 - The final budget is \$32,084,296.00.
 - FY2024 Current Year Revenue is \$30,643,158.69 Revenue compared to budget is 95.51%.
 - Comparative data for FY2023 current year revenue is \$28,563,160.00 as reported on May 31, 2023. The variance between FY2024 and FY2023 current year revenue is an increase of \$2,079,998.69 in reported revenue for FY2024.
 - Actual Expenditures total is \$28,487,377.85 comprised of 83.84% in personnel expenses and 16.16% in operating expenses. Expenditures compared to budget is 88.79%.
 - Comparative data for FY2023 actual expenses is \$27,279,859.80 as reported on May 31, 2023. The variance between FY2024 and FY2023 actual expenses is an increase of \$1,207,518.05 for FY2024.

- This financial statement indicates the College's current year (CY) funds available for this report is \$2,107,560.56.
 - Prior year reserves less prior year outstanding receivables total \$4,976,784.58. Current year and prior year total funds available for the period July 1, 2023 through May 31, 2024 is \$7,084,345.14.
 - Comparative data for FY2023 total funds available as reported on May 31, 2023 was \$6,285,796.88, an increase of \$798,548.26 in FY2024 reported total funds available.
- Southern Crescent Technical College is in a financial position to meet its outstanding obligations and is in good standing.

Projected Carryover	
Funding Source	Amount
Tuition	\$1,600,000.00
Technology Fee	\$2,000,000.00
Continuing Education	\$617,000.00
Business & Industry	\$490,000.00
Bookstore	\$2,100,000.00
Total	\$6,807,000.00

CARES Funding	Institutional	Minority	Student
Grant Award to Date	\$15,819,937.00	\$1,510,433.00	\$11,614,016.00
Remaining Balances (G5)	\$ 165,810.48	\$0	1,799.32
Encumbrances	\$ 38,389.31	N/A	N/A
Grant Expiration Date	June 30, 2024	June 30, 2024	June 30, 2024
Last Day to Draw funds	October 01, 2024	October 01, 2024	October 01, 2024

*Balance of Institutional funds less encumbrances = \$127,421.17

Adult Education

- FY2024 goals and progress:
- Enrollment – 1588; current number of NRS students – 1245. This is currently more than 11% higher than last year at this time.
 - Measurable Skills Gain (MSG) Percentage – 46%; current MSG percentage is 36.12%.
 - Integrated Education and Training (IET) Participants – 35; current number of completions – 28. There are 7 more enrolled in classes for the summer semester.
 - High School Equivalency (HSE) – 165; current number of HSEs earned – 91. The Division will receive credit for 7 more due to completing their classes in FY2023 but passing the exam in FY2024 for a total of 98.
 - Career Plus Students – 25; current number of enrolled students – 16 active. There are 10 new students for the summer! Two students are on pause for summer. One has completed the program (our first graduate!). There are three inactive students. There is one awaiting transcript evaluation and four in intake.
- The second cohort of Early Childhood Basics just finished and had five students earn their Technical Certificate of Credit (TCC). There is one more student that is retaking a class and she will earn her TCC as well. The Division is using the DECAL grant to cover all of their expenses.
- A new class started on Monday and Wednesday evenings and Saturday mornings in Henry County.

- The Division is running the second 50 Days = 50 GEDs promotion. In an effort to increase the number of GEDs, the Division is trying to encourage students to go ahead and take the GED test. Any student who earns their GED between May 1 and June 19 will have their name entered into a drawing for a prize. Our last promotion yielded 24 GEDs and over 40 others that passed a part of their GED during this time.
- Steve Hendrix met with Angela from “For the Love of Reading” on May 30 to begin discussion about the possibility of a regional CLCP for Lamar, Pike and Upson counties. She wants to do more research.
- The Division started a Monday/Wednesday evening plus Saturday morning ABE class at the Henry County Center at the end of May. Hopefully, this will bring in even more students to the location.
- Mr. Hendrix had a meeting with the Butts County Collaborative on June 6 to discuss a Summer camp for adults without a High School Equivalency (HSE).
- Mr. Hendrix met with Johntavious Jones from Ceed Community Enrichment to hopefully get his clients referred to the Adult Education program if it is a good match.
- Laquanda Reynolds, the 2024 EAGLE representative, spoke at the Pike Collaborative on June 6.

Economic Development

- FY2024 year-to-date, the Economic Development Division has trained 2,158 individuals in continuing education courses for a total of 27,549 hours trained resulting in revenue totaling \$294,344.00 and 1,455 individuals for 56 companies for a total of 8,896 hours trained. This resulted in revenue totaling \$182,691.00.
- Fifteen students are participating in the Summer Pre-Apprenticeship Program (12 with Henry County Water Authority [also hired two additional students from SCTC], 1 with The Root Rebel Chiropractic, 1 with Butts County, and 1 with the Thomaston-Upson Chamber of Commerce). Awaiting confirmation from the Spalding County Government. Students will work through July.

Entrepreneurship Centers

- Equipment and furniture have been ordered for the Flint River Entrepreneurship Center. A Small Business Summit is planned in partnership with a local business.
- Podcast equipment has been delivered to the Butts County Entrepreneurship Center.
- Podcast equipment has been delivered to the Henry County Entrepreneurship Center. Other equipment and furniture have been ordered.
- All three of these centers will launch in the Fall.
- Launch Fayette is a new initiative aimed at transforming a portion of the Fayette County Center into a business incubator, fostering innovation and entrepreneurship among Fayette County students and citizens. Through a collaborative effort with the Fayette Board of Education, Fayette County Development Authority, and Southern Crescent Technical College, Launch Fayette aims to inspire, train, and support the next generation of entrepreneurs.
- The Technical College System of Georgia has launched a new state-wide platform for Economic Development called Modern Campus. The site will digitalize the registration and payment processes and streamline the billing processes for the College. SCTC is in cohort three and the platform went live for the College on June 11.
- Upcoming and current classes:
 - Introduction to Electrical and PLCs - June 7 and June 14 - 8 am – 12 pm - Henry County Center
 - OSHA 30 Hour Safety - June 24–26 – 8 am–4 pm - Butts County Center
 - Six Sigma Yellow Belt - June 13 – 8 am – 5 pm - Ellis Crossing

- New Leadership Series will begin in July
- Excel/CPR/Forklift Safety/Train the Trainer - multiple classes scheduled for upcoming weeks
- Working with multiple companies and sharing information about apprenticeship opportunities. Bonduelle has been approved for \$50,000 through the High Demand Career Initiative (HDCI) Grant program. Training will begin in the fall.
- Ingrid Rider-Owens met with and toured several new and expanding companies located in Upson County. These companies will result in the creation of several hundred jobs in the area.
- The 100-Hour Welding training with Spalding County Correctional Institute will conclude on June 21 with participants testing for certification. The course began March 15, 2024 with 9 participants and all will complete the program.
- Driver's Education classes continue with a class of 16 (capacity) having completed in Thomaston on June 9 and the classes scheduled for July 8-14 (Griffin) and July 29-August 4 (Thomaston) filled to capacity. More classes will be scheduled.

Institutional Advancement

- The 2024 Food and Wine Pairings held on April 18, 2024, in the Frank and Constance Allen Johnson Event Center on the Griffin Campus at 5:30 p.m. was a great success. Over two hundred guests attended the event, and the event ended with gross income of \$43,203.52 and a net profit of \$36,594.46. The three students who completed a three-week internship at Kendal College in England were present at the event.
- The second annual Educator Externship is currently being held in each of the eight counties that the College serves from June 11-14, 2024. Up to three educators from each of the eight counties that the College serves are participating in the program. Time is being spent understanding the local economy and exploring career opportunities in our industrial and allied health sectors. While at industry and medical sites, educators will be meeting with key leaders to learn about the mission and vision of the company, participate in a tour, and shadow employees in key occupations. The educators have been nominated by their school superintendents and upon completion of the program, the educators will receive a stipend made possible by a donation from Georgia Power. On June 14, 2024, the educators will present their portfolios at 11:30 a.m. to invited guests at the Griffin Campus, including School Superintendents, Industrial Development Authority Directors, Chamber Presidents, legislators, Board Members, Trustees, and College personnel.
- The Southern Crescent Technical College and Foundation are hosting a Champions for Technical Education Awards Celebration on Thursday, September 12, 2024, from 5:30 p.m.-7:30 p.m. at the Griffin Campus in the Frank and Constance Allen Johnson Event Center. Champions for Technical Education from each of the eight counties that the College serves will be recognized. Corporate sponsorships are available from \$2,500 to \$500, and individual tickets are \$75.

Institutional Effectiveness (IE)

- The final amendment for the FY2024 Perkins grant has been approved. IE is working with programs to get all purchases submitted. All information for the FY2025 Perkins grant has been submitted to the Technical College System of Georgia and should be approved in the next few days.
- A Letter of Notification has been sent to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to establish the Stockbridge Community Church as an Off-Campus Instructional Site approved to offer 49% or less of a program.
- A Letter of Notification including the teach-out plan has been sent to SACSCOC to close the Orthopedic Technology AAS, Practical Nursing Diploma, and Cosmetology Diploma.

Orthopedic Technology will close due to zero enrollment. Practical Nursing and Cosmetology diplomas was closed due to changes in financial aid and the creation of new TCC's to address the needs of students.

Information Technology

- New WebEx Calling phone system has been installed for the College.
- SCTC Network is installed and active for the Fayette County Center.
- AV for the Henry County Small Business Center has been installed and upgraded.

PBI Grants

- FY2024 Annual Performance Reports were finalized and submitted for both the Formula and Competitive PBI Grants.
- Ninety-two African American males were eligible to graduate on May 10.
- Equity From Start to Finish is serving 23 students for Summer 2024 (Industrial Systems-9; Machine Tool-0; Welding-14). Summer Robotics & Automation Bootcamp recruitment is ongoing. Bootcamp Days are scheduled for June 25-27.
- Ten new students have joined KOBE in the past two weeks; Dr. Lamar began incorporating weekly visits on June 10 to the Henry, Griffin, and Flint River locations to expand outreach for KOBE. Dr. Lamar participated in a Quality Matters Coordinator Training on June 6 and is holding meetings with the AVID Team to plan a Fall Professional Development opportunity through AVID.
- The June Newsletter is included with the Board report.

Student Affairs

Enrollment	
Summer 2024*	Summer 2023
2939	2,683
Spring 2024	Spring 2023
6,149	5,241
Fall 2024*	Fall 2023
2,877	5,804

Dual Enrollment	
Summer 2024*	Summer 2023
368	299
Spring 2024	Spring 2023
2,070	1,533
Fall 2024*	Fall 2023
1,360	1,758

Credit Hours	
Summer 2024*	Summer 2023
21,463	19,303
Spring 2024	Spring 2023
49,286	40,950
Fall 2024*	Fall 2023
22,103	48,325

Job Placement		
AY	In-Field	Total
AY23*	33.1%	99.2%
AY22	94.3%	99.6%
AY21	91.1%	99.5%
AY20	90.3%	99.4%
AY20	90.3%	99.4%

Graduate Reporting

Academic Year	Unduplicated Awards	Duplicated Awards	Graduation Rate
AY2024*	1224	1,990	76.8%
AY2023	2,784	4,557	83.7%
AY2022	2,830	4,890	83.0%
AY2021	2,784	4,545	79.5%

*These numbers are to date and not finalized.

Recent and upcoming activities include:

June 2 – Global Impact Christian Ministries and Stockbridge Community Church

June 3 – SCTC and Gordon State Partnership Meeting

June 9 – Global Impact Christian Ministries and Stockbridge Community Church

June 10–12 – GACTE Summer Conference

June 13 – SGA Meeting

June 18 – SCTC and Clayton State Partnership Meeting

June 20 – One-Stop Enrollment Event for Athletes

June 24–28 – SkillsUSA National Conference, Atlanta

H. EXECUTIVE SESSION (optional)

Not called.

I. PRESIDENT'S UPDATE

- The RAAME Center ribbon cutting will be scheduled in November. Work at Ellis Crossing will begin soon.
- Dr. Clark provided a presentation regarding new initiatives to include: the Dundee Community Association Endowed Chair, the Dundee Community Association Industry Fellows program, and the Connie Allen Kendrick Endowed Chair. Dr. Clark stated that the College will utilize all avenues (i.e. internal postings, external postings, advisory committees) to market for these full-time positions.
- Dr. Clark thanked the Board for their continued support.

J. ADJOURN

Ms. Hadley-Catter thanked everyone for their attendance. The next Board meeting has been scheduled for July 24, 2024 at 8:00 a.m. There being no further business, the meeting was adjourned at 9:20 a.m.

Dr. Irvin T. Clark III, Executive Secretary