



**BOARD OF DIRECTORS  
WebEx  
February 17, 2021  
7:30 a.m.**

**MINUTES**

**BOARD OF DIRECTORS**

**Present:**

Erin Cook  
Carman Dean  
Rebecca Hadley-Catter

Merry Heath  
Roger McDaniel  
Nitara Murray-Class

Michael Powell  
Jeff Stribling

**Absent:**

David Campbell  
Kyle Fletcher

Keith Gettinger  
John Rainwater

Stone Workman

**SCTC STAFF MEMBERS**

Dr. Alvetta Thomas  
Stacy Acey  
Dr. Mark Andrews  
Dr. Chris Daniel

Dr. Xenia Johns  
Dr. Kim Lee  
Dr. Steve Pearce  
Dr. Murray Williams

Wanda Hammock  
Kim Santerre

**A. CALL TO ORDER**

Carman Dean thanked everyone for attending and called the meeting to order at 7:33 a.m.

**B. ADDITIONS/CHANGES TO THE AGENDA**

There were no additions to the agenda.

**C. APPROVAL OF AGENDA**

Jeff Stribling made a motion to accept the agenda, Merry Heath seconded, and the Board voted unanimously to accept the agenda.

**D. APPROVAL OF MINUTES FROM LAST MEETING**

Michael Powell made a motion to approve the minutes of the January 20, 2021 meeting, seconded by Mr. Stribling, and the motion was unanimously approved.

**E. OLD BUSINESS**

No old business.

## **F. NEW BUSINESS**

Dr. Pearce reported that Academic Affairs is conducting program reviews at this time. The Small Unmanned Aircraft Systems program is preparing for the first term of instruction beginning March 8. Nets have been installed to prevent the drones from hitting the walls and becoming damaged.

## **G. COLLEGE REPORTS**

### **1. Academic Affairs**

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

- The Accreditation Commission in Nursing conducted a virtual site visit of Southern Crescent's Practical Nursing and Associate of Nursing degree programs. These programs are pursuing accreditation through this commission. This accreditation will validate the excellence of Southern Crescent's nursing programs. The committee reviewed faculty credentials, student files, student affairs, budgets, curriculum, library resources among other things. In addition, they conducted interviews with administration, student affairs, business affairs, admissions, financial aid, library, faculty, students, and the public. The Committee stated at the exit interview that the College is in compliance with all six standards and would be recommended for initial accreditation with the Commission. They provided information on a few areas of development that the Committee noted. There are two additional levels of external review that will take place prior to accreditation being officially granted. Dr. Pearce thanked the Board for their support during this process.
- The Culinary Arts program has received the official notification of accreditation from the American Culinary Federation.
- Several of Southern Crescent's industrial programs participated in the What's Next, Parent and Students' Guide to Career Choice Options yesterday. The purpose of this virtual seminar is to inform parents and high school seniors of options other than four-year degrees. Programs participating include Air Conditioning Technology, Electrical Construction and Maintenance, Construction Management, and Carpentry.

### **2. Administrative Services**

Stacy Acey reported on the Administrative Services area as follows:

- Following is the Southern Crescent Technical College Financial Statement of Funds Available and Expenditures Compared to Budget for the period of July 1, 2020 through January 31, 2021 (FY2021). A financial overview and brief explanation of this statement includes:
  - The final budget is \$29,229,400.49.
  - FY2021 Current Year Revenue is \$16,825,276.80 less receivables (\$13,483.96) provides a total adjusted revenue of \$16,811,792.84. Revenue compared to budget is 57.56%.
  - Comparative data for FY2020 current year revenue was \$17,440,901.93 as reported on January 31, 2020. The variance between FY2021 and FY2020 current revenue is a decrease of \$615,625.13 in reported revenue for FY2021 and due to the reduction of state allocations and the impact of COVID-19 on some of our services.
  - Actual Expenditures total is \$15,041,535.62, comprised of 87.06% in personnel expenses and 12.94% in operating expenses. Expenditures compared to budget is 51.46%.
  - Comparative data for FY2020 actual expenses was \$16,567,326.99 as reported on January 31, 2020. The variance between FY2021 and FY2020 actual expenses is a

decrease of \$1,525,791.37 for FY2021 and due to the budget cut and the impact of COVID on some of our services.

- This financial statement indicates the College's current year (CY) funds available for this report is \$1,770,257.22. Prior year reserves less prior year outstanding receivables total \$1,995,208.86. Current year and prior year total funds available for the period July 1, 2020 through January 31, 2021 is \$3,765,466.08.
  - Comparative data for FY2020 total funds available as reported on January 31, 2020 was \$1,004,782.18, a \$2,760,683.90 increase in FY2021 reported total funds available.
- 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:

- The program has 452 enrolled students. A part-time instructor has been hired in Henry County and that instructor has 14-19 face-to-face students every day. This is exciting due to the growth of that program. COVID-19 safety precautions remain in place in order to protect students and staff.
- New classes will begin next week due to the Adult Education program signing a Memorandum of Understanding with Connecting Henry to teach under-aged youth in the S.W.A.G. (Students Working to Achieve Greatness) program as well as a new partnership with Henry County Schools.

### 4. Institutional Advancement

Dr. Thomas reported on behalf of Barbara Jo Cook for the Institutional Advancement area as follows:

- Scholarship applications are available for SCTC students online from the College website through February 28, 2021.
- Coweta-Fayette EMC scholarship applications were made available to SCTC students who live in zip codes in the service area of Coweta-Fayette EMC. Students were notified to apply online through the Coweta-Fayette EMC. The Advancement Division will receive the applications, rate them, and receive funds to award the scholarships to deserving students.
- Sam Allen, a strong supporter and donor, has contacted the Advancement Division with a commitment to again fund \$20,000 for student scholarships and will add \$20,000 to his endowment.
- The Executive Committee of the SCTC Foundation met on January 28, 2021 via Webex and the Trustees met on February 4, 2021 via Webex. The Finance Committee recommended to the Executive Committee and the Trustees that \$50,000 from the sale of the Red Door be moved from the money market account into the checking account of the Foundation to pay for consulting fees for a grant writer for the College for a year.
- The Foundation guarantees the tuition and fees of all students who owe a balance of \$500 or less. For Summer 2020, the Foundation guaranteed 327 students for a total of \$57,769.88 and saved the College \$314,008.50 in tuition and fees. The current remaining balance for Summer 2020 is \$13,521.38. For Fall 2020, the Foundation guaranteed 367 students for a total of \$65,773.07 and saved the College \$394,064.00 in tuition and fees. The current balance for Fall 2020 is \$31,047.35.

## 5. Institutional Effectiveness (IE)/Information Technology (IT)

Dr. Chris Daniel reported on the Institutional Effectiveness/Information Technology areas as follows:

- IE is currently working on an amendment for Perkins funds which will fund ~\$30,000 in equipment needs.
- IT has been working on a WIFI Ranger project and exploring the best sites with phone signals in order to deploy the Rangers in order to provide WIFI hotspots for students.
- Donna Boisseau has been working with the deans in order to improve the first-year experience for students.
- Dr. Daniel commended the instructors and staff of the College for the growth, dedication, and efforts made during the pandemic to support the College and particularly, the students.

## 6. Special Projects

Dr. Kim Lee reported on the Special Projects area as follows:

- A cross representational team has been organized to develop and implement a professional development plan that is aligned with SCTC's Strategic Plan. The first virtual meeting of the group occurred on Friday, February 12, 2021. The next professional development day is scheduled for Monday, April 12, 2021. Under consideration is engaging with the National Alliance for Partnerships in Equity (NAPE) to conduct a session on serving under-represented groups in nontraditional programs (i.e. women in Welding).
- The College is engaging with external consultants to identify potential Federal funding opportunities to further substantiate and support College's mission of student success. Under current review and consideration include an announced opportunity through the U.S. Department of Labor to assist with pre-release services for inmates within 20-180 days of release. Other opportunities under review are U.S. Department of Education grants for Predominantly Black Institutions (PBI) and for Title III. Title III funding is designed to "improve and strengthen the academic quality, institutional management, and fiscal stability of eligible institutions."
- Considering the impact of the COVID 19 pandemic, Dr. Thomas' annual State of the College address will be conducted in a virtual format later this month. More information will be forthcoming.

## 7. Student Affairs

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

- Fall Enrollment was 5,232 (last Fall Term enrollment was 5,246; down 14 students or 0.3%; System average is down 8.5%)
- Dual Enrollment Fall Term was 1,090 (21.4% of overall enrollment; last Fall Term was 1,315; down 225 or 17.1%; System average was down 19.5%)
- Spring 2021 enrollment is 5,124 (Spring Term 2020 was 5,419 at the end of the semester; down 5.4%)
- Dual Enrollment Spring Term 2021 is 1,222 (22.9% of overall enrollment; Spring Term 2020 was 1,529 at the end of the semester; down 20%)
- Student Life
  - Basketball Season began January 29, 2021. No in-person spectators are allowed but games are available virtually. Information on the games and the link to watch live were provided in the Board materials provided.

- Georgia Occupational Award of Leadership (GOAL) College Winner will be named by March 15, 2021 with the State Competition taking place May 17-21, 2021.
- Commencement is scheduled for May 11, 2021 at 10 am and 2 pm at the Ellis Crossing Education and Training Complex parking lot. Guests will remain in the vehicles.
- CARES Act Funding (Student Portion \$1,956,144.00)
  - Awarded \$1,930,817.00.
  - Will continue to disburse additional emergency grants (\$25,327.00 remaining).
  - Additional funding has been received and the College is working on a plan for distribution.
- Job Placement/Graduate Reporting
  - AY2019 In-field job placement rate was 88.2% (AY2018 was 87.7%)
  - AY2019 Total job placement rate was 99% (AY2018 was 98.9%)
  - AY2020 Graduation Rate was 83% (AY2019 was 80%)
  - AY2020 Unduplicated Awards totaled 2,301 (AY2019 had 2,622; down 321 awards or 13%; System average was down 6%)
  - AY2020 Duplicated Awards totaled 3,838 (AY2019 had 4,245; down 407 or 9.8%; System average was down 4.1%)

#### 8. Executive Vice President

Dr. Mark Andrews reported on the Economic Development area as follows:

- The Economic Development Division through mid-January has served 37 companies and generated \$154,033.00 in revenue.
- WellStar Spalding will have Certified Nurse Assistant classes conducted by the Division beginning on March 9.
- Upson Regional Medical Center will also have Certified Nurse Assistant classes taught through the Division starting in late March or early April.
- Masterbrand, a new company locating in Butts County, has met with Economic Development along with Academic Affairs on building their workforce. The company will build cabinets and employ ~500 people.
- The Division is working with Zinus, a mattress company in Henry County, through Georgia Quick Start for their start up needs.
- Dr. Andrews mentioned working to schedule leadership classes for Upson Regional Medical Center in April.

#### H. PRESIDENT'S UPDATE

Dr. Thomas began by providing information regarding the College's budget. The College has received ~\$8 million in CARES II funding (\$1.9 million for students and \$6 million for institutional purposes). This funding helps to close the gap of funding lost due to the pandemic. This puts the College in a good financial position. The funds will also allow support for Campus Safety and Security needs deemed COVID-related (i.e. cameras for contact tracing). Air filtration systems are being considered as well as anything that would assist faculty in delivering online labs/instruction.

Staff are back on campus with staggered schedules. COVID cases seem to be decreasing and did not spread on campus. This is primarily due to work of the Facilities and Operations Department. They are constantly cleaning and added plexiglass shields to assist in preventing the spread of the COVID. Dr. Thomas also thanked the Allied Health faculty who have been assisting/volunteering where they can

and encouraging students to volunteer for vaccine drives. Kimberly Register, the College Pandemic Coordinator, has working closely with area hospitals to shore up training and support for the hospitals. The College is looking for ways to support the vaccine effort even more by applying to become a closed point of distribution for vaccines for faculty/staff and their immediate family members.

This week, the Governor signed a new (mid-year) budget amendment for FY2021 in which he restored ~\$6 million to the Technical College System of Georgia for revenue that was lost last year. The determination of what the College's portion will be has not been determined at this point. For the FY2022 budget, they will leave the \$6 million in place and will add an additional \$3 million to it. This money will be for enrollment increases.

The State Properties Commission voted to approve the acquisition of the Lakemont property in Henry County. Hopefully, by the end of this month, the State Properties Commission will close on that transaction and the College can begin the official planning for that facility. The College is excited about this opportunity moving forward and Dr. Thomas has been meeting with constituents in Henry County to discuss how the College can best support the county with that facility. Discussion includes entrepreneurship, Advanced Manufacturing, and Fintech (financial technology). The College will continue to work on how to support the county better.

Renovations for the Griffin Campus backfill project is nearing completion with contractors completing punch lists. The AV systems remain outstanding. Once these are installed, the plan is to return to face-to-face meetings with the Board.

In the FY2022 budget requests, each college submits a capital outlay project to the Technical College System of Georgia for consideration. The Technical College System of Georgia reviews the projects against funds allocated and creates a recommended project list. Southern Crescent Technical College's project did not make the System's recommended list this year. However, there is money usually left on the table for legislators to pick up projects if they can. The College's project is the 500 Hall renovation on the Griffin Campus. This is an \$8 million project. This hallway houses most of skilled trade and technical programs and one of the oldest areas on campus. If not funded through this process soon, then the College will begin work on necessary upgrades with funds provided annually as possible. The project information has been provided in case Board members have a chance to speak with local legislators regarding the College's needs.

The State of the College address hopefully will be released during the week of February 22. Dr. Thomas does not have the final video yet but is looking forward to its release as well as a campus-wide meeting to celebrate good things (Rick Perkins finalist, GOAL winners, progress towards meeting benchmarks). The College is the third largest producer of graduates in the Technical College System of Georgia. Dr. Thomas stated her pride in all the employees and the way that they have supported the students, even in the middle of a pandemic.

The Governor has included in the budget a one-time \$1,000 supplement for all employees that make less than \$80,000 a year. Dr. Thomas would like to see everyone at the College to receive a one-time supplement and have a mechanism to do it but the College will await approval from the Technical College System of Georgia before doing so.

## **I. ADJOURN**

Ms. Dean expressed kudos to all faculty and staff of the College and congratulated everyone for the hard work and accomplishments. The next Board of Directors meeting will be held on March 24, 2021 at 7:30 a.m. A commencement ceremony is planned for May 11, 2021 at the Ellis Crossing Education and Training Center. There being no further business, the meeting was adjourned at 8:17 a.m.

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Dr. Alvetta Peterman Thomas, Executive Secretary