



BOARD OF DIRECTORS MEETING  
Webex  
March 15, 2023  
7:30 a.m.

MINUTES

Present:

David Campbell  
Erin Cook  
Kyle Fletcher  
Keith Gettinger

Rebecca Hadley-Catter  
John Harkness  
Michael Powell  
John Rainwater

Jeff Tarrant  
Stone Workman

Absent:

Keith Simmons

Chris Williams

Staff Members:

Dr. Irvin Clark  
Stacy Acey  
Barbara Jo Cook

Steve Hendrix  
Dr. Xenia Johns  
Donna Lackey

Kimberly Register  
Anna Taylor  
Kim Santerre

**A. CALL TO ORDER**

David Campbell called the meeting to order at 7:31 a.m. and welcomed everyone to the meeting.

**B. APPROVAL OF AGENDA**

Kyle Fletcher made a motion to accept the agenda as presented, John Harkness seconded, and the Board voted unanimously to accept the agenda.

**C. APPROVAL OF MINUTES**

Ms. Fletcher made a motion to approve the minutes of the February 15, 2023, meeting as presented in the Board materials, Michael Powell seconded, and the motion was unanimously approved.

**D. OLD BUSINESS**

No old business. Mr. Campbell stated that the last meeting was a great joint meeting with the Foundation and thanked Dr. Clark for his presentation. Dr. Clark took a moment to thank Board members for their attendance and support of his vision for the College.

**E. NEW BUSINESS**

**Nominating Committee Update**

As Chair of the Nominating Committee, Mr. Powell stated that the vacant position in Upson County is in the process of being filled. Pete Garrett has been submitted for consideration to the State Board and should be approved at the upcoming meeting. There are two vacancies remaining on the Board of

Directors (Fayette and Henry). Mr. Powell requested that Board members provide any suggestions to the Nominating Committee for consideration. Mr. Campbell thanked the Nominating Committee for their efforts in filling these vacancies.

## **F. COLLEGE REPORTS**

### **Academic Affairs**

Kimberly Register reported on the Academic Affairs area as follows:

#### Technical Industrial Areas:

- Academic Affairs is partnering with Economic Development to provide the Logistic and Distribution (Dock Worker) Apprenticeship to Lineage Logistic, LCC (Henry County). Lineage Logistics has agreed to hire five apprentices. The apprentices will complete a one-year apprenticeship. During apprenticeship they will attend Economic Development CPR/First Aid/AED class, Forklifting/Safety class, and OSHA compliant General Industry Outreach OSHA 10 class. Apprentices that successfully complete these classes will gain industry-recognized certification for each class. Apprentices will also be enrolled in the Academic Affairs LM21 Logistics Management Specialist Technical Certificate of Credit program and complete the LOGI 1000 Business Logistics, LOGI 1010 Purchasing, LOGI 1020 Materials Management, MGMT 1100 Principles of Management, COMP 1000 Introduction to Computer Literacy, and MGMT 1115 Leadership courses. After the students have completed the Related Technical Training provided by Academic Affairs, they will have gained a Technical Certificate of Credit (18 college credit hours), three additionally industry-recognized credentials, and received a USDOL Logistic and Distribution (Dock Worker) Apprenticeship certification. Apprentices that participate in this program would be eligible to receive up to \$4,400.00 from the Apprenticeships for Economic Recovery Grant to pay for tuition, books, and supplies. The employer, Lineage Logistic, LCC, would be eligible to receive \$5,000.00 from the High Demand Career Initiative Grant Program per apprentice. The HDCI Program provides funding to Georgia employers to incentivize the creation and expansion of the registered apprenticeship programs throughout the state.
- Academic Affairs has partnered with Knapheide Truck Equipment Center with the company agreeing to hire one Welding Apprentice. The Welding Apprenticeship is a three-year program. During the three-year program the apprentice will earn three Technical Certificates of Credit: SM21 NCCER Shielded Metal Arc Welding, GM21 NCCER Gas Metal Arc Welding (MIG), and GT31 NCCER Gas Tungsten Arc Welding (TIG). The apprentice will also be given the opportunity to earn American Welding Society Welder certification, and a National Center for Construction Education and Research (NCCER) Welding certification. This apprentice will be eligible to receive up to \$4,400.00 from the Apprenticeships for Economic Recovery Grant to pay for tuition, books, and supplies and the employer will also be eligible to receive \$10,000.00 per year from the High Demand Career Initiative Grant Program.
- The Industrial Systems Mobile Training Lab arrived back to the Butts County Center with SCTC customized signage/wrap.



- The Drone Technology programs and the Criminal Justice Technology Program are collaborating to provide students access to guest speaker, Fayette County Sheriff's Office Special Agent, Officer Stapleton, at the Fayette County Center on March 15, 2023 at 9:00 am. Officer Stapleton will speak to the students about the Fayette County Sheriff's drone task force and will be providing a demo of Sheriff's Office drones.
- Southern Crescent Technical College and West Georgia Technical College in collaboration with the Technical College System of Georgia and Georgia Tech Enterprise Innovation Institute/Georgia Manufacturing Extension Partnership conducted our second meeting with Plastic Industry partners throughout the state to discuss the development of a Plastic Industry Apprentice Program. The goal of the meetings is to setup course standards and discuss if the needs of Georgia Plastic Industry can be met by our System.

#### Business/CIS/Professional Services Areas:

- Culinary Arts Study Abroad scholarships (\$3,000 each) have allowed three Culinary Arts students to spend 24 days in one of the best Culinary schools in the United Kingdom.
- American Culinary Federation scholarships will allow 12 students to get their first American Culinary Federation credentials (Certified Culinarian) upon graduation.
- Actively working with Economic Development to host Small Business Networking and Apprenticeships at locations in Butts, Fayette, Henry, and Spalding counties. The College is specifically targeting companies with incumbent workers for apprenticeships and SCTC students who are interested in becoming business owners or apprentices with a company.

#### Allied Health Areas:

- Associate of Science Nursing - 41 students will graduate at the end of Spring Semester 2023. Twenty-five from the Henry County Center and 16 from the Flint River Campus. All nurse educators attended the Georgia Association for Nursing Education conference the first weekend of March 2023. Chris Williamson, ASN senior student, was the recipient of the Lucy Willard Scholarship at the conference. ASN and PN faculty attended Nursing Inservice in Warner Robbins in preparation for Next Gen NCLEX. Two nurse educators will attend The Accreditation Commission for Education in Nursing Conference and Program Manager workshop in July 2023.
- Practical Nursing Program - Current board pass rate from the December 2022 cohort is 100%. Brightmoor Hospice provided a virtual Dementia tour on campus for our students in March. These students were able to gain a new perspective for patients suffering from Dementia.
- Medical Assisting - Current board pass rate is 100%. Has upcoming Commission on Accreditation of Allied Health Education *Programs* Accreditation on May 20-21.
- EMS/Paramedicine - Hosted an EMS Symposium on February 13, 2023. Jamey Anderson, EMS/Paramedicine Program Coordinator, was recognized by Wellstar's Emergency Preparedness Director for his assistance in the Mass Casualty event last summer in Spalding County. The EMT program has plans to expand to Lamar County High School for Fall 2023 with dual enrollment.
- Respiratory Care - The National Board for Respiratory Care has awarded four students from the SCTC Respiratory Care Program \$500.00/student to help with tuition, books, and supplies. The Commission on Accreditation for Respiratory Care recently conducted the 10-year reaccreditation site visit. As a result, the Respiratory Program at SCTC was approved for 10 more years of accreditation with the site visit team finding no citations. Current pass rates are pending (December graduates are still taking the exam); the current pass rate is 90%.
- Cardiovascular Technology - Students and instructors hosted various events during Cardiovascular week in February. Students attended the Registered Cardiovascular Invasive Specialist registry review course a few weeks ago.

- Nurse Aide – This program is planned to expand to the Jasper County Center for Fall. The College has received three hospital beds from Augusta Tech to use for this program. David Campbell commended the Division on these pass rates.

**Library:**

**Overall Monthly Statistics per Campus:**

Service	Location		
	Flint River	Griffin	Henry
Door Counts	1188	2704	420
Computer Usage	79	214	63
Instruction Sessions	1	0	0
Reference	1	12	5
Directional	3	13	9
Computer Assistance	4	30	30
Virtual Chats	0	1	1

- On February 2, Hannah Dunn, Griffin Campus Librarian, facilitated an in-person library instruction class with 31 of Dr. Gayla Love’s RN students on the Flint River Campus. Library Services plans to host more in-person library instruction!
- On February 16, Carrie Darden-Mitchell, Griffin Campus Librarian, hosted a workshop entitled “Decluttering for Rookies” facilitated by professional organizer Nicole Arroyo (@neatly\_nic). Participants learned how to declutter their homes by use of suggested decluttering products and techniques to help them get organized.
- The “Page Turners” library book club met on February 23 and discussed the book, “Circe”, by author Madeline Miller. This month’s book was selected by way of a partnership between Griffin-Spalding County Library and the National Endowment for the Arts. The next book club discussion is in April and the title of the book is “The Light Between Oceans” by M. L. Steadman.
- The library staff showed off their creative flair with displays in recognition of Black History Month and Valentine’s Day.



**Distance Education:**

Spring 2023 ALL Blackboard Courses	RED Ally score 0% -33%	ORANGE Ally score 34%-66%	GREEN Ally score 67%-89%	SCTC GREEN Ally score 90%-100%	Total # of Courses in BbL	GOAL* 90% of Bb courses to be SCTC Green
<b>3/07/2023</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>749</b>	<b>749</b>	100.00%

## Gateway Course Report

Course	# of sections	# of students enrolled	Accessible (90% or above)	CRN below 90% in Ally
COLL1500	4	83	4	None
COMP1000	13	290	13	None
ENGL1101	24	539	24	None
ENGL1102	15	291	15	None
HUMN1101	6	182	6	None
MATH1111	27	658	27	None
PSYC1101	23	558	23	None
SOCI1101	2	86	2	None
SPCH1101	5	129	5	None
<b>TOTAL</b>	<b>119</b>	<b>2816</b>	119	None

Helpdesk Ticket Total Count: **815**: Faculty Tickets = **81**; Student Tickets = **734**

- CJ Bowman filmed a video for the Cardiovascular program to aid the students in their labs.
- Jennifer Edwards, Billy Elliott, Mark Avery, and Jason Brown completed the *Quality Matters* course - Gauging Your Technology Skills (first class of seven to become a Certified Online Instructor).
- Jennifer Edwards, Billy Elliott, and Mark Avery completed the *Quality Matters* course - Evaluating Your Course Design (second class of seven to become a Certified Online Instructor).
- Distance Education will participate in the College-wide Professional Development Day and offer two training sessions - Blackboard Tools and Online Course Design.
- Distance Education completed the following workshop for faculty:

	<i>Faculty-Centered</i>	<i>Faculty-Centered</i>	<i>Student-Centered</i>
<b>January 25</b>	<b>10:00 a.m.</b>	<b>2:00 p.m.</b>	<b>4:00 p.m.</b>
	Starting Your Semester on the Right Foot!	How to Submit No Shows and Submit TEAM Alerts	Navigating Blackboard

### Tutoring Center:

Fall 2022 (202312) Tutoring Center Statistics:

- The SCTC Tutoring Center facilitated 577 in-person and virtual sessions with 145 students.
- Students who visited the Tutoring Center 3 or more times for tutoring in a core class achieved an 81.25% pass rate in those courses.
- Tutor.com facilitated 190 online tutoring sessions with 81 SCTC students.
- At the beginning of the Spring 2023 semester, the Tutoring Center began hosting a weekly Study Hall for student athletes (basketball team). During Study Hall, student athletes have access to tutors, a CAP Center advisor, and a Financial Aid representative.

### **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, 2022 through February 28, 2023 (FY2023). A financial overview and brief explanation of this statement includes:
  - The final budget is \$32,354,988.00.

- FY2023 Current Year Revenue is \$21,800,584.37. Revenue compared to budget is 67.38%.
  - Comparative data for FY2022 current year revenue is \$21,859,166.67 as reported on February 28, 2022. The variance between FY2023 and FY2022 current year revenue is a decrease of \$58,582.30 in reported revenue for FY2023. Student balances offset revenue.
  - Actual Expenditures total is \$20,025,322.55 comprised of 85.71% in personnel expenses and 14.29% in operating expenses. Expenditures compared to budget is 61.89%.
  - Comparative data for FY2022 actual expenses is \$18,260,477.67 as reported on February 28, 2022. The variance between FY2023 and FY2022 actual expenses is an increase of \$1,764,844.88 for FY2023. Approximately \$1.4 million of increase is in personnel costs with approximately \$860,000 resulting from the \$5,000 cost of living adjustment (COLA). There were 258 employees funded with a COLA.
  - This financial statement indicates the College's current year (CY) funds available for this report is \$1,733,668.07. Prior year reserves less prior year outstanding receivables total \$4,953,859.52. Current year and prior year total funds available for the period July 1, 2022 through February 28, 2023 is \$6,687,527.59.
  - Comparative data for FY2022 total funds available as reported on February 28, 2022 was \$5,736,006.75, an increase of \$951,520.84 in FY2023 reported total funds available. The increase is due to carryover funds.
- Southern Crescent Technical College is in a financial position to meet its outstanding obligations and is in good standing.

CARES Funding	Institutional*	Minority	Student
Grant Award to Date	\$15,819,937.00	\$1,510,433.00	\$11,614,016.00
Remaining Balances (G5)	\$3,456,345.97	\$0.00	\$256,869.87
Encumbrances	\$1,710,363.34	N/A	N/A
Grant Expiration Date	June 30,2023	June 30,2023	June 30,2023
Last Day to Draw funds	October 30, 2023	October 30, 2023	October 30, 2023

\*Balance of Institutional funds less encumbrances = \$1,745,982.63

- Ms. Acey stated that the College is working hard to expend the remaining funds as soon as possible. Yesterday, Ms. Acey learned that the College can apply for a one-time, no cost extension for the institutional grant funds which means that grant would expire June 30, 2024.

### Adult Education

- The Division has received the FY2023 Goals:
- Enrollment - 1239; current enrollment is 862 (last year's total was 804)
  - Measurable Skill Gain (MSG) Percentage - 49.8%; current MSG percentage is 36.62%
  - Integrated Education and Training (IET) Participants - 35; current number of completions - 16
  - High School Equivalency (HSE) - 165; 81 students have obtained their HSE in FY2023
- The Adult Education department had a group of individuals that attended the EAGLE conference in Atlanta on March 1- 2. EAGLE representative, Ms. Tiffany Hooten, was one of eight finalists at the state level. Although Ms. Hooten did not win, she represented the College well. Dr. Lauran Willard was the SCTC Teacher of the Year (TOTY) and also represented the College well.

- Working with the Henry County School System to open an Adult Education training location at the Stockbridge High School.
- Several students are registered for the Healthcare and Entrepreneurship pre-apprenticeships for Minimester 2. Mr. Campbell inquired about pre-apprenticeships. Mr. Hendrix explained that students attend GED classes while enrolled in a credit program that would lead to a Technical Certificate of Credit and a full apprenticeship program.
- Recently worked with the Economic Development Division to offer an Industry Fundamentals IET to seven students in Henry County.
- Plans are to open a third ESL site as we begin offering ESL classes at the Griffin location at night in April. The Division already offers ESL classes at the Henry and Fayette County locations. There is a list of 20-25 people who are interested in attending classes in Griffin during the evening.

### **Economic Development**

- The Economic Development Division has served 45 companies and generated \$358,000 in revenue to date in FY2023. Invoicing is 4% above this time last year. The Division reports quarterly to the Technical College System of Georgia on benchmarks to include number trained (2,672), course hours (6,999), and total trained hours (21,270).
- Working with Fayette County Board of Education to develop a Small Business Incubator, INCipit, within the Fayette County Center, including designing a proposed Technical Certificate of Credit curriculum for dual enrollment.
- Visited with several area companies including Proctor & Gamble, Zinus, The Bridge Solutions, Remington Arms, MTS Fleet, Scholle, Hoshizaki and others promoting job recruitment of SCTC students/alumni, apprenticeships, and non-credit short-term training.
- Assisting in the development of a Minimester 2 Pre-Apprenticeship by coordinating Six Sigma Yellow Belt classes and a 'Live, Learn, Work & Thrive' community engagement session for the students.
- Assisting the Vice President of Advancement in coordinating industry/healthcare provider participation in the Educator Externship program scheduled for June.
- Attended the American Association of Community College Workforce Development Institute in California.
- Recruited several new contract instructors for leadership, mechatronics, forklift and industrial systems programming.
- Coordinated a visit to the Film Academy by a prospective student from the United Kingdom.
- Presented a program on the Economic Development Division to the Upson County Workforce Development Council.
- Coordinating a grant application through Senator Warnock's Office for an expanded Corrections Welding program in the Southern Crescent Technical College, West Georgia Technical College and Georgia Northwestern Technical College regions. Expectations are to impact 20 inmates per college.
- Customized training programs in forklift, OSHA, safety, computer skills, leadership, and industrial maintenance were delivered in the third quarter to Aventure Aviation, Bennett Family of Companies, Fayette Animal Control, GA Diagnostic Center, Inline Plastics, LRGistics, Norcom, McElroy Equipment, Southern States, Spalding County Govt., United Bank, US Cold Storage and Wabash.
- Working with the Adult Education Division and the Technical College System of Georgia on an ESL Apprenticeship program with Piedmont Henry. This includes four ESL Certified Nursing Assistant candidates.
- Continue to work with the Allied Health Department in Nurse Re-Entry training; trained 30 RNs and LPNs during the third quarter.
- Coordinating the next CNA training programs in cooperation with the Allied Health Department for WellStar Spalding Hospital and Upson Regional Medical Center. Looking at adding Medicine Tech in the fall.

### Institutional Advancement

Ms. Cook provided the following report in the Board materials due to the Southern Crescent Technical College Foundation meeting being conducted simultaneously:

- Applications for scholarships for summer semester are currently being reviewed. These include the scholarships supported through the internal campaign as well as those externally supported by stakeholders.
- It is the season for annual Chamber meetings. On March 2, 2023, the Monticello-Jasper County Chamber annual meeting was held at the Charlie Elliot Wildlife Center in Mansfield, and the Barnesville-Lamar Chamber annual meeting was held at the Fine Arts Center in Barnesville on March 2, 2023; the Butts County Chamber annual meeting was held on March 9, 2023 at the Central Georgia EMC Annex. Lieutenant Governor Burt Jones was named Citizen of the Year at the Butts County event.
- The kick-off for the Foundation’s internal campaign will be held during the professional development day on March 30, 2023. After breakfast on the day of the kick-off, the College will acknowledge the participants for the 2023 Educator Externship Program and the superintendents from the eight-county service area. Participants were nominated by their respective superintendent to represent their county. Georgia Power has graciously funded the program, and Misty Fernandez from Georgia Power will be present as a presenter for the staff development.
- The Food and Wine Pairing event is planned for April 20, 2023. There have been 208 tickets sold. Contact Ms. Cook if you would like tickets.
- Ms. Cook and Dr. Clark met virtually with Sam Allen to thank him. Mr. Allen recently secured a check for \$100,000 for scholarships.
- Dr. Clark and Ms. Cook have planned a luncheon for the local electrical workers as a thank you for their assistance in the quick recovery from the January storm.
- Ms. Cook thanked the Board for their strong support of the College.

### Student Affairs

Enrollment	
Summer 2022	Summer 2021
2,823	2,810
Fall 2022	Fall 2021
5,018	4,996
Spring 2023	Spring 2022
5,378 (8.9% increase over last Spring)	4,938

Dual Enrollment	
Summer 2022	Summer 2021
244	186
Fall 2022	Fall 2021
1,276	866
Spring 2023	Spring 2022
1,531	1,039



Credit Hours	
Summer 2022	Summer 2021
18,938	19,183
Fall 2022	Fall 2021
41,839	41,340
Spring 2023	Spring 2022
41,407	39,245

Job Placement	
AY2021 In-Field	AY2020 In-Field
91.1%	90.3%
AY2021 Total	AY2020 Total
99.5%	99.4%

### Graduate Reporting

#### Academic Year 2022 Final Numbers:

Unduplicated Awards 2,830      Duplicated Awards 4,890      Graduation Rate 83%

#3 in the system for unduplicated graduates – 1.7% increase from AY2021

#3 in the system for duplicated awards – 7.6% increase from AY2021

#### Academic Year 2021 Final numbers:

Unduplicated Awards 2,784      Duplicated Awards 4,545      Graduation Rate 79.5%

### Financial Aid Report:

CARES funds disbursed to date is more than \$11,357,146.13.

Remaining CARES funds = \$256,869.87 (\$61,525.00 has been authorized not disbursed for Minimester 2 students) leaving \$195,344.87 remaining.

Total aid disbursed to date for 2022-2023 is \$16,478,085.64.

### Student Affairs/Student Life:

March 16 – Career Expo

March 23 – Open House / Spring Fling

March 28 – President’s List Reception

April 24-26 – State GOAL Competition

May 9 – Commencement Exercises at 10:00 am at the Stockbridge Amphitheater

- Jacob Johnston, 2023 GOAL winner, participated in the GOAL Regional competition on March 7 and will compete at the State level in April.
- Seven students participated at SkillsUSA competition. Letitia Trotter won first place in the job skills demonstration (plant propagation) and will continue on to compete at the national level. Other students competed in medical terminology and welding fabrication divisions. Dr. Bethany Harris and Billy Elliott are advisors.
- Mr. Campbell thanked the Senior Leadership Team for their efforts in providing informative Board reports and the commitment to students. He stated he is proud to be a part of this team. Keith Gettinger commended the Team for their efforts.

### **G. PRESIDENT’S UPDATE**

- Dr. Clark thanked the Board for the commitment and leadership. He stated that the College is on

the move. The themes you are hearing is engagement and outcomes. Engagement is moving in the eight counties that we serve (i.e. K-12 partners, business and industry partners, philanthropic partners). This is demonstrated through enrollment growth experienced. Traditional student enrollment has increased as well as Adult Education. The College is being innovative and expanding our footprint, particularly by paying closer attention to the smaller enrollment counties. Plans are to keep pushing and taking advantage of opportunities that are becoming available.

- Dr. Clark stated that he has a lot of engagement with business and industry across the eight-county service area but has plans to shift engagement to political leaders in the communities.
- Dr. Clark plans to provide an update to the Board on his activities in the near future.
- Dr. Clark encouraged attendance for the College's Professional Development Day for the morning session. The Educator Externship program will be highlighted that morning. Misty Fernandez, Georgia Power, will be the keynote speaker for the morning session. She will provide a statewide viewpoint of economic development. This is important for employees to hear and understand why public/private partnerships are important. Colin Martin, Fayette County Chamber, will be the afternoon keynote speaker and will speak on a regional approach to economic development.
- Summer Camps are being designed to engage young people with STEM programs through the lens of technical education. There will be a session for middle school students and a session for high school students. The goal is to educate students regarding careers in technical education but also engaging industry partners to work with us in other ways.
- Mr. Campbell thanked Dr. Clark for his leadership. Ms. Fletcher also thanked Dr. Clark and the Senior Leadership Team, stating that she feels fortunate to be a part of this team.

## **H. ADJOURN**

The next Board meeting will be held on April 19 at 7:30 a.m. as a Webex. Mr. Campbell asked Board members to make note of the March 30 Professional Development Day as well as the special events listed in the Board materials and consider attending as schedules permit. There being no further business, the meeting was adjourned at 8:22 a.m.

---

Dr. Irvin T. Clark III, Executive Secretary