



**BOARD OF DIRECTORS MEETING (Webex)
January 23, 2024
7:30 a.m.**

MINUTES

Present:

David Campbell
Erin Cook
Michael Powell

John Rainwater
Keith Simmons
Jeff Tarrant

Stone Workman

Absent:

Rebecca Hadley-Catter

Staff Members:

Dr. Irvin Clark
Stacy Acey
Barbara Jo Cook
Dr. Chris Daniel

Steve Hendrix
Dr. Xenia Johns
Kimberly Register
Ingrid Rider-Owens

Dr. Alan Stanfield
Anna Taylor
Kim Santerre

A. CALL TO ORDER

Stone Workman called the meeting to order at 7:30 a.m. and welcomed everyone to the meeting.

B. APPROVAL OF AGENDA

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

C. APPROVAL OF MINUTES

John Rainwater made a motion to approve the minutes of the December 14, 2023, meeting as presented in the Board materials, Michael Powell seconded, and the Board voted unanimously to approve the minutes.

D. OLD BUSINESS

No old business.

E. NEW BUSINESS

Mr. Powell provided an update from the Nominating Committee indicating that Dr. Clark and he met with Lisa Johnson, Chief Nursing Officer, at WellStar to discuss the possibility of her serving on the Board of Directors. She stated that she would be honored to serve and has provided a resume for consideration. Dr. Clark stated that her appointment would further the Allied Health impact the College

could have in the service delivery area. Mr. Rainwater stated for the record that he has known Ms. Johnson for years and fully supports her candidacy. Her appointment will be presented for a vote at the February meeting.

Dr. Clark informed the Board of Chris Williams' resignation from the Board due to a position change with Georgia Power. Mr. Williams has recommended George Crews, the new Georgia Power Area Manager, as his replacement. Dr. Clark, Rebecca Hadley-Catter, and Mr. Powell are planning to conduct a meet and greet with Mr. Crews soon.

F. DIVISIONAL REPORTS

1. Student Affairs

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

- Spring enrollment on the report in the Board materials was 6,158 students. As of yesterday, enrollment reports from the System Office indicate that enrollment is 5,906. The difference is that the College has purged schedules for non-payment and no-shows. The College also drops students who are not making satisfactory academic progress. The Spring enrollment number will continue to change because the College has three additional entry points for the Spring semester. This is a 12.7% increase over last Spring.
- Dual enrollment is 2,047 (up 33%). The College is proud of the increase in traditional student enrollment (up 4% over last Spring).
- Job placement and graduate reporting will continue to change up to the September deadline.
- The College hosted the Georgia High School SkillsUSA competition on the Griffin Campus on January 16. There were 300 high school students on campus. The College enjoys the opportunity to host these high school students and all of the energy that they bring to campus.
- Savannah Payton, a Nursing student, has been named as the 2024 GOAL student of the year. Ms. Payton will be a great ambassador for the College. She will be scheduled to provide her speech at the next Board of Directors meeting.
- The College will host a Career Fair in the Spring. This will give students the opportunity to meet with employers and to interview on the spot as well as apply for employment opportunities.
- Graduation is being planned for May 10 at 10 am and 2 pm in Fayette County at New Hope Baptist Church.

2. Economic Development

Ingrid Rider-Owens reported on the Economic Development area as follows:

- FY24 year-to-date, the Economic Development Division has trained 1,287 individuals in Continuing Education courses for a total of 16,862 hours trained, resulting in revenue totaling \$149,919.00 and 354 individuals for 21 companies for a total of 2,455 hours trained. This resulted in revenue totaling \$100,447.00.
- Luxottica - training includes apprenticeships, industry-based courses for new employees, incumbent employees and methods for determining aptitude for job-related tasks. Leadership training—Conflict Resolution will begin on February 5, 2024. Approximately 50 employees will attend the training. This will be the first phase of their training program. Currently, Luxottica has 2 employees enrolled in the Butts County Industrial Maintenance training program scheduled to complete in May 2024.
- PLC training will be offered in February and will be open to the public as well as business and industry.

- Welding training will begin on March 1, 2024 at the Spalding County Correctional Institution. The facility would also like to offer Logistics certifications to the offenders. A request has been sent to the Technical College System of Georgia for program approval.
- There are 100 offenders that will be housed at the Correctional Transition Center—Spalding County and will need employment. The Warden would like the offenders to obtain Logistics certifications to make them more marketable. An SCTC instructor would provide the training onsite. The Transition Center will transport offenders to and from work sites within a 30-mile radius.
- Work continues with the RICE Center—Atlanta with the objective is to bring Advanced Manufacturing to the masses at various locations throughout the state. The program will introduce individuals who have had limited exposure to Artificial Intelligence/Machine Learning. Participants will attend entrepreneurship courses based on Big IDEAS—RICE'S curriculum designed to help entrepreneurs create sustainable businesses. The program will include the use of SCTC's Mobile Industrial Systems Trailer showcasing equipment provided by RICE. A Memorandum of Understanding is being formulated.
- A WellStar Certified Nurse Aid cohort started on November 7 and completed on December 13. Four students graduated on December 18. The next cohort is scheduled for March 2024.
 - HESI testing for all LPN/EMT Bridge Program candidates is being proctored by Economic Development. To date, more than 100 candidates have been tested. Exams are 4 hours in duration and offered several days a week (morning and afternoon).
- Work continues with Rivian. Apprenticeship candidates have been selected and there is a follow-up meeting this week.
 - Economic Development will provide the following classes for Lineage Logistics: CPR (began January 8), Forklift Operator Safety (January), and OSHA 10 Hour Safety (February).
- Jackson State Prison/Department of Corrections has 30 participants scheduled for OSHA 10 training for January 25-26.
- Gerresheimer and MA Industries are interested in a partnership for injection molding training. The proposal would include injection equipment provided by the company with training labs located in Fayette County. The meeting will be coordinated by Amanda Fields.
- Fayette County Development Authority is partnering with the College to provide training programs for companies in the area beginning in 2024. This training could include Manufacturing Ready, precision measurement, leadership skills, employability skills, and pre-apprenticeships.
- Driver's Education classes just completed in Griffin with another class scheduled for February 19 - 25 in Thomaston. The College is checking into the process for offering the classroom sessions virtually.
- Career Safe, an interactive, web-based training platform offering safety, health, and employability skills, will be launched by the end of January 2024. Students pay, register, and complete the modules online or in hybrid format. A certificate of completion and digital badge will be provided for each module completed. Examples of the courses to be offered include OSHA 10-Hour and 30-Hour Safety, basic safety modules, first aid, safe driving practices, and cyber safety awareness.
- Economic Development now has access to Amatrol, a learning management system that offers multiple advanced manufacturing and safety modules. Allows students complete modules virtually and will be placed on CourseStorm so that students can register and pay to access specific modules online/virtually.
- Sigvaris (Peachtree City) has requested Root Cause Analysis quality training for January 2024.

3. Academic Affairs

Kimberly Register reported on Academic Affairs as follows:

➤ Library Services Statistics and Highlights:

Service	Location		
	Flint River	Griffin	Henry
Door Counts	530	2421	168
Computer Usage	59	175	13
Instruction Sessions	0	2	0
Reference	2	2	5
Directional	8	11	11
Computer Assistance	1	30	4
Virtual Chats	0	2	1
Laptops Loaned	0	0	0
Laptops Returned	4	16	1

- Open Educational Resources (OER) presentations were curated for faculty in December with a rollout month of January 2024. These are low cost or no cost textbook options. Students can filter course choices by low or no cost textbooks when registering.
- The next Page Turners Book Club meeting will take place virtually January 25 at 2:00pm discussing *Demon Copperhead* by Barbara King Solver.
- With the increase in student enrollment, there was a need to acquire more laptops for the loaner laptop program. This month Information Technology confirmed Library Services will be receiving 100 more laptops which will exhaust the loaner laptop waiting list. All courses have an online component.
- Library staff joined Distance Education and IT to learn how to process requests for students to reset their passwords in the Okta Administrative Student Login Reset System.
- Displays recognizing Christmas, Kwanzaa, Hanukkah, Rohatsu – Bodhi Day, Winter Solstice, and Zartosht No-Diso were displayed at each library. Displays consisted of informational flyers, literature, and books!
- All librarians met individually with the Director of Library Services providing three SMART Goals and library programming for January 2024 – June 2024. These goals were set according to each campus library's needs. Some goals for the next 6 months included, but are not limited to: creating a Mental Health Awareness Month Libguide, bringing more awareness to the library's Interlibrary Loan service by partnering with other TCSG colleges, and providing a Creative Commons license by the request of Brad Jester which will allow free distribution of otherwise copyrighted work. This will allow for more information access for students, faculty, and staff.
- New book or DVD orders for faculty: HESI Comprehensive Review for the NCLEX-RN Examination, HESI Admission Assessment Exam Review + Evolve Companion Site, HESI Comprehensive Review for the NCLEX-RN Examination, Hamlet (DVD), Armitage's Garden Perennials and a few other titles.

➤ Distance Education:

- Migrated from McGraw-Hill Connect to Learning Tools Interoperability (LTI), the newest and most advanced way to integrate with a Learning Management System.
- Trained Library staff on how to reset students' Okta passwords .
- Upgraded Blackboard Homepage to Ultra Base Navigation.

- Answered 468 student Helpdesk tickets and 64 faculty Helpdesk tickets.
- Academic Affairs Programs:
 - Associate of Science Nursing - 62 students have been accepted to begin for Spring 2024 with 39 students returning and should graduate in May 2024. Savannah Payton is an ASN student that was named the GOAL winner for SCTC. Piedmont Fayette met with ASN students concerning apprenticeship opportunities. Will meet with the new cohort in March or April to provide additional apprenticeship spots.
 - Practical Nursing - 57 students have been accepted to begin for Spring 2024. There are 40 students that are returning and will be complete in August 2024. Curriculum changes will occur in the PN program reducing the number of credit hours to 39 with planned implementation of Fall 2024.
 - LPN/Paramedic to RN Bridge - 25 students slated to begin at the Griffin location and 25 students at the Fayette Center this week. Wellstar to meet with bridge students on the first day of class to discuss possible employment opportunities and tuition coverage for students that will commit to work at Wellstar for 2 years upon graduation. Bridge Kick Off was held January 18 on the Griffin Campus at 1:30 and at 3:30 on the Fayette Campus. The kickoff at the Fayette location will include an articulation signing ceremony with Gordon State College and Clayton State University for RN-BSN.
 - Nurse Aide - Nurse Aide Fast Track has begun this semester. We have a full class schedule for the first Micro Mester (F1) on the Griffin Campus. The Henry Academy for Advanced Studies will be offering this option for dual enrollment students over 16 weeks. Additional offerings will be during the second Micro Mester (F2) at the Fayette County Center and Flint River Campus and third Micro Mester (F3) at the Fayette County Center.
 - Culinary - Ciarra Campbell has been hired after a long search to fill the vacancy left by Chef Boutier. Ciarra is a SCTC graduate and has been teaching part-time for the College.
 - Industrial Technology - The Rivian cohort began on January 8 with a big kick-off/signing ceremony at QuickStart in Social Circle. There are 8 students who will be attending classes 40 hours per week at the Butts County Center this term. They will complete 2 Technical Certificates of Credit by the end of May 2024, and then transfer to Normal, Illinois for training at Rivian. Onboarding and Orientation for all 8 students took place on January 8-9, 2024, and the cohort started classes on January 10. A mandatory study hall for the spring 2024 cohort was established at the Butts County Center to ensure the success of the cohort.
 - Welding - Enrollment is steadily increasing in Welding. There is a new Welding cohort at the Henry Academy for Advanced Studies with dual enrolled students that began in January 2024.
 - Arts and Sciences has filled two part-time vacancies in English and Speech/Humanities. These new additions will allow the college to meet new demand for critical areas. Other new hires include Rahul Anugu (FT) for Cybersecurity and Thamara Torres (PT) for Early Childhood Education. Seth Massey was hired as a new full-time Automotive Technology instructor who will teach both day, evening and weekend courses.
- Curriculum Management:
 - Finalizing the 2024-2025 version of the College catalog to launch in January.
 - Ongoing Smart Catalog and DegreeWorks updates performed.
 - Built four new programs in DegreeWorks.

- More than 9,000 digital badges (BADGR) have been issued to students. Digital badges are available for each course completion.
- Increase in apprentices from 24 to 30.
- Currently promoting the HDCI Grant to all industry partners in conjunction with Economic Development, including those that are currently interested in establishing an apprenticeship program for their companies (Rochester & Associates, Piedmont Henry Hospital, LTI Inc., and McLeRoy).

4. 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, 2023 through December 31, 2023 (FY2024). A financial overview and brief explanation of this statement includes:
 - The final budget is \$33,071,796.00.
 - FY2024 Current Year Revenue is \$17,371,181.54 Revenue compared to budget is 52.53%.
 - Comparative data for FY2023 current year revenue is \$15,739,657.82 as reported on December 31, 2022. The variance between FY2024 and FY2023 current year revenue is an increase of \$1,631,523.72 in reported revenue for FY2024. The majority of the increase was from tuition and fees from an increase in fees by \$30/student.
 - Actual Expenditures total is \$15,489,956.61 comprised of 84.63% in personnel expenses and 15.37% in operating expenses. Expenditures compared to budget is 46.84%.
 - Comparative data for FY2023 actual expenses is \$15,009,363.89 as reported on December 31, 2022. The variance between FY2024 and FY2023 actual expenses is an increase of \$480,592.72 for FY2024.
 - This financial statement indicates the College's current year (CY) funds available for this report is \$1,825,441.08.
 - Prior year reserves less prior year outstanding receivables total \$4,897,160.42. Current year and prior year total funds available for the period July 1, 2023 through December 31, 2023 is \$6,722,601.50.
 - Comparative data for FY2023 total funds available as reported on December 31, 2022 was \$5,581,305.63 an increase of \$1,141,295.87 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.

CARES Funding	Institutional*	Minority	Student
Grant Award to Date	\$15,819,937.00	\$1,510,433.00	\$11,614,016.00
Remaining Balances (G5)	\$ 528,225.74	\$0	14,579.32
Encumbrances	\$ 374,114.05	N/A	N/A
Grant Expiration Date	June 30, 2024	June 30, 2024	June 30, 2024
Last Day to Draw funds	October 1, 2024	October 1, 2024	October 1, 2024

*Balance of Institutional funds less encumbrances = \$154,111.69

- Ms. Acey stated that the balance of institutional funds will be spent. A request was made and approval received for funds to be used to cover student balances.

5. Adult Education

- FY2024 Goals and progress:
 - Enrollment – 1588; current number of NRS students – 831. This is a 19.88% increase from this time last year.
 - Measurable Skills Gain (MSG) Percentage – 46%; current MSG percentage is 33.85%.
 - Integrated Education and Training (IET) Participants – 35; current number of completions – 18.
 - High School Equivalency (HSE) – 165; current number of HSEs earned – 36. Credit will be received for 7 more as they completed their classes in FY2023 but passed the exam in FY2024. Total of 50.
 - Career Plus Students – 25; current number of enrolled students – 7 (taking classes); 5 awaiting transcript evaluation and 5 working on their test scores to qualify.
- Laquanda Reynolds has been selected as the 2024 EAGLE nominee for outstanding student in Adult Education. She recently attained her GED and is currently taking credit courses.
- The Division is currently working with students on an Allied Health IET and an accelerated CNA IET. A request has been submitted and approval received to offer 3 new IETs: Welding, CDL and Machine Tool. Recruitment will begin immediately.
- There are 2 electronic billboards advertising our Free GED classes and Free ESL classes (one in Griffin and one in McDonough). We hope to expand to other areas next budget year.
- Mr. Hendrix has met with companies to try to recruit students (i.e. TenCate, Piedmont Fayette).
- The Division is searching for an ESL morning instructor for Henry County and an ESL evening instructor for Upson County.

6. Institutional Advancement

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

- Tender Tech has been awarded the designation of Quality Rated Childcare by the Georgia Department of Early Care and Learning Bright from the Start. This is a huge accomplishment and this designation runs until January 2027.
- The Southern Crescent Technical College Foundation Executive Committee met on December 13, 2023, and the Southern Crescent Technical College Foundation met on December 14, 2023. Following the meeting on December 14, the Board of Directors and the Board of Trustees served lunch for the faculty and staff of the College as a thank you for all of their efforts on behalf of our students. Students from Moore Elementary School presented a holiday program, and they were presented toys from the faculty and staff at the end of the program.
- Scholarships for Summer Semester are open electronically through the end of the month via AwardSpring. Faculty and staff who donate to the internal campaign will review the applications.
- The internal campaign will kick off at the Staff Professional Development Day to be held on March 21. The campaign raised over \$50,000 last year from faculty and staff payroll deductions.
- It is the season for annual Chamber events, and members of the Executive Council have attended Chamber events in Upson County, Fayette County, and Pike County. Upcoming

Chamber events for Spalding County, Henry County, Jasper County, Lamar County, and Butts County will be attended during the coming months.

7. Institutional Effectiveness

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

- The SACSCOC Quality Enhancement Plan (QEP) Response report was submitted to Dr. Clark for review. The report is due to SACSCOC by March 17, 2024. The plan is entitled FYE of the Tiger (FYE is the acronym for First Year Experience).
- The Perkins Amendment was approved. The College was able to move \$160,000 for equipment purchases in six program areas.
- PBI Formula Grant - Equity from Start to Finish Program has 58 African American Males (Industrial Systems - 29, Machine Tool - 1, Welding - 28). Outfitting with new furniture in the student break area in Building B and the Welding student lounge area of Building D on the Flint River Campus. Participated in Welcome Week and provided information and snacks to students. Held 11 presentations for the grant.
- PBI Grant - Keen on Being Excellence (KOBE) has 50 club members and is serving 35 students. Participated in Sprite night to support the basketball team. Currently, conducting a survey of over 1,500 African American males to gather information as to how to better serve them through the grant. Two faculty will be attending the AVID Regional Conference.
- Information Technology has updated and expanded classrooms for the Nursing program (A503 Flint - computers upgraded and the lab has been expanded to 30 computers; A231 Flint - computers upgraded and the lab expanded to 36 computers; and 707 Fayette County Center - classroom expanded to 25 computers).
- The College will begin updating our VoIP phone system to Webex Calling. This is a cloud-based VoIP phone system. Desktop phones will still be available or a “soft phone” can be used on the computer using the WebEx app. This app can be an all-in-one app for phone calls, Webex calls, and department messaging. This upgrade will also allow us to comply with Ray Baum Act. This law requires phone systems to comply with E911 services. E911 will give the exact location of the call even if the caller does not know their location. This assists first responders in going to the exact location. In January, we will begin switching over to the new gateways.
- AV systems are being configured and ordered for the Butts County Small Business Center. These systems will allow for presentations and video conferencing.

G. EXECUTIVE SESSION (optional)

Not called.

H. PRESIDENT'S UPDATE

- Dr. Clark thanked the Board for their continued support.
- The College trajectory is moving in the right direction. Enrollment is strong. The College continues to maintain enrollment in a way where we are one of the top three colleges within the 22 colleges in the System. This is a point of pride and can be contributed to community engagement with increased partnerships with business and industry. Dr. Clark believes the College enrollment will hit 6,000 students by the end of spring semester and that it is a realistic goal for 6,500 students in the fall.
- The College has recently submitted the Capital Outlay project to the System Office and it was approved by the State Board. The project has been submitted to the General Assembly where it will hopefully be approved and forwarded to the Governor. Submitted for consideration in this capital

outlay project is the Ellis Crossing site. The College is looking to expand our Advanced Manufacturing capacity through what we call the RAAME Center (Robotics, Automation, Advanced Manufacturing and Economic Development Center). If approved by the General Assembly and it is signed into law by the Governor, it will allow for the move of Robotics and Advanced Manufacturing programs into approximately 14,000 square feet. Currently, the space that is being utilized is inadequate and with the Advanced Manufacturing programs growing (up at least 25%), a comprehensive space would really complement the work needed to support industry partners and to attract students. These programs will be key.

- The Professional Development Day is March 21. Dr. Ray Perren, the Deputy Commissioner for Technical College System of Georgia, will be the keynote speaker that morning. Dr. Clark requested the Board to put that date on their calendar and consider attending. Dr. Clark would like to ensure a very strong welcome from the Southern Crescent community as well as from the Board of Directors and Foundation Board.
- Dr. Clark discussed the Georgia Match initiative. This is a program that is a statewide program being spearheaded by Governor Kemp. Students will be able to select a college that they would like to attend and will be given an instant acceptance. Southern crescent and TCSG will participate in this program. The System has been set up and allows the student to select Southern Crescent. The College can then begin to communicate with them. The College appreciates the Governor's support of this endeavor. There will also be no application fee in March. This will help to continue to expose more high school students to the technical education careers and education that the College has to offer.

I. ADJOURN

Mr. Workman thanked everyone for their attendance. The next Board meeting will be held on February 21, 2024 at 7:30 a.m. There being no further business, the meeting was adjourned at 8:19 a.m.

Dr. Irvin T. Clark III, Executive Secretary