BOARD OF DIRECTORS MEETING
Griffin Campus
August 20, 2025
8:00 a.m.

MINUTES

Present:

Erin Cook	Chon Hester	Stone Workman
George Crews	Taylor Smith	

Absent:

Rebecca Hadley-Catter	Lisa Johnson	Keith Simmons

Staff Members:

Dr. Irvin Clark	Kim DeWinter	Dr. Alan Stanfield
Stacy Acey	Steve Hendrix	Dr. Drew Todd
Richard Andrews	Dr. Xenia Johns	Kim Santerre
Candice Buckley	Kimberly Register	
Dr. Chris Daniel	Michael Shiver	

Guests:

Jack Bowdoin	Michael Powell

A. CALL TO ORDER

Stone Workman called the meeting to order at 8:10 a.m., welcomed everyone to the meeting, and requested a moment of reflection in honor of Rebecca Hadley-Catter's mother.

B. APPROVAL OF AGENDA

Mr. Workman requested the Board review the agenda and requested any changes or corrections. Hearing none and without objection, the agenda was approved as presented unanimously.

C. APPROVAL OF MINUTES

Mr. Workman brought forth the minutes of the July 22, 2025 meeting as presented in the Board materials and requested any changes or corrections. Hearing none, the Board unanimously approved the minutes as presented.

D. OLD BUSINESS

No old business.

E. NEW BUSINESS

1. Nominating Committee Update
   Erin Cook, on behalf of the Nominating Committee, discussed that Lisa Johnson is stepping down from her position at Wellstar Spalding in December but lives in Butts County. The Nominating

Committee is in favor of having Ms. Johnson remain on the Board. In conducting a review of the composition of the Board and the number of seats per county and the amount of growth being realized in Butts County, the Committee made a motion to reduce the number of seats allocated to Upson County to 2 and increase the number of seats for Butts County to 2. The Board unanimously approved the motion. The Nominating Committee made the motion to have Lisa Johnson remain on the Board but represent Butts County. The Board unanimously approved the motion. Mr. Workman stated his appreciation of Ms. Johnson's willingness to continue to serve on the Board.

2. Athletic Program Five Year Operational Plan
Dr. Johns presented the Five Year Operational Plan for a men's and women's soccer program to the Board. The program will begin at the club level and progress to conference level by 2027. Athletic programs promote student engagement and aids in retention efforts. Funding sources were briefly highlighted. Taylor Smith made a motion to approve the plan as provided in the Board materials, Dr. Chon Hester seconded with the addition of the expenses for the soccer coach in the narrative, and the motion as modified was unanimously approved. This five year plan will be submitted for approval to the State Board of the Technical College System of Georgia for final approval. Dr. Johns thanked Dr. Clark for his support of the athletic programs.

F. DIVISIONAL REPORTS

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

1. Academic Affairs

Distance Education

- Conducted 10 one-on-one Blackboard troubleshooting/training sessions with faculty (July 1 – July 31)
- Attended the 2025 (DLA) Distance Learning Administration conference
- Answered 12 faculty helpdesk tickets (July 1 – July 31)
- Answered 151 student helpdesk tickets (July 1 – July 31)
- Current Blackboard Accessibility score for Fall 2025 term courses = 93.1% (82,819 course items scored in 872 CRNs)

Library Services

Library Service	Griffin	Henry	Flint
Gate Count / Library Visits	2694	620	1069
Visitors	1543	311	151
Computer Usage	641	82	8
Virtual Chats	5	4	0
Phone Calls	316	10	4
OKTA Assistance	72	18	1
Directional Questions	14	65	10
Reference Questions	0	8	2
Computer Assistance	85	35	4
Student ID	641	60	39
Library Instruction	1	0	0
Laptops-Loaned	31	9	2
Laptops-Returned	39	11	4
SPOP-Loaned	5	1	0
SPOP-Returned	4	0	0
FWS Hours	0	0	0

- Library Services is officially fully staffed!
- Library staff participated in several virtual professional development webinars this month to include *Reimaging Readers' Advisory: A Guided Tour of The New Novelist Interface and oaring with Open Educational Resources: Furthering the Role of Development to name a few.*
- The Henry County Campus Computer Center's HVAC restoration project was completed on July 29 just in time for fall semester to start!
- The Griffin Campus renovation project is moving along. The following have been completed: new carpet, tiled flooring, new ceiling tiles, all walls have been painted, new lighting, and all infrastructure walls have been adjusted to meet proposed layout. Next up: shelving in the storage room, IT installations, some furniture, and more!
- Library Programming consisted of: OER and GALILEO Workshops, Library Jeopardy: Space Edition, Mastering Microsoft, Rewild Your Garden presented by Claire Lewis of Griffin's Garden Party Flower Farm, Trivia Thursday, bonus questions Student Support Services.
- Librarians completed a NCCER Carpentry Fundamentals program prospectus.

<u>Tutoring Center</u>

- The Tutoring Center conducted 344 tutoring sessions with 69 students during the Summer 2025 semester.
- The pass rate for students who visited the Tutoring Center three or more times for tutoring in a core class was 88.9%.
- The overall pass rates for English and math were 100% and 75% respectively.
- The Tutoring Center Satisfaction Survey revealed that 100% of students who responded were satisfied with the services they received at the Tutoring Center during the Summer 2025 semester.
- Students utilized Tutor.com for 52 sessions during the summer semester.

<u>Academic Programs</u>

Business Management

- The Business Management programs began the Fall semester with 269 enrolled students. With Mini-Mester 2 (M2) courses available, enrollment is projected to exceed 300 students for the semester.

Cardiovascular Technology

- The Cardiovascular Technology program is preparing for continuing accreditation from CAAHEP/JRC-CVT.
    - Self-Study Report Due: September 1, 2025
    - Site Visit: November 7, 2025
    - The Fall semester commenced with 10 new cohort students and 6 seniors. The program has acquired a ComboLab for hemodynamic recording during cardiac catheterization and electrophysiology (EP) procedures, scheduled for delivery August 18, 2025. This addition will enhance clinical training and student preparedness.

Central Sterile Supply

- The Central Sterile Supply program has launched its first cohort of the CK91 TCC with 10 students, focusing on instrument and endoscope reprocessing.

Civil Engineering Technology

- Enrollment continues to grow, with 10 students in the introductory Engineering Technology course. Victoria Johnson, a recent graduate of Whitewater High School and intern with the Fayette County Water Department, is the Fall Scholarship recipient. Her enthusiasm and industry experience will be an asset to the program. Momentum remains strong for attracting motivated, career-ready students.

Commercial Truck Driving (CDL)

- CDL training has officially returned to the Griffin Campus after 19 years. Staffing updates include one full-time and one part-time instructor to support day and weekend classes.
    - Exploring a partnership with a local Atlanta company to provide Class A training with school bus/passenger endorsements.
    - All trailers will receive new wraps this week, designed by Ms. Dewinter.
    - On August 13, 2025, a podcast with the Georgia Student Finance Commission was recorded to promote financial aid opportunities for technical programs, representing SCTC at a statewide level.

Construction (Carpentry / Construction Management)

- Program offerings expanded to Griffin High School in Fall 2025.

Cosmetology / Esthetician

- Record enrollment has been achieved at the Flint Campus (80 students). Griffin Campus COSM and ESTH programs are at maximum capacity for both day and evening classes.
- Barbering Assistant TCC launched at Henry Campus with 12 students.
- Dual Enrollment continues to grow: 39 students at GRCCA, 14 at Jasper, 20 at Flint, and 20 at Henry AAS.
- Multiple new faculty appointments have been made across campuses.
- The August 1, 2025, licensure exam changes were met with 100% pass rates among 40 graduates—an outstanding achievement.

Criminal Justice

- Following a faculty resignation at the Henry County AAS, instructional adjustments were made:
  - Mike Claman assigned to Henry County AAS High School programs.
  - Rosanna Dove assigned to GRCCA.
  - Open classes moved to M2 to allow adjunct hiring.
- A new Prior Learning Assessment (PLA) partnership with local agencies will allow academy graduates to earn credit, increasing Spring enrollment.

Culinary Arts

- Chef Timothy Patridge has been hired as Instructor and Endowed Chair, tasked with transforming Crescent Café into a live-work culinary kitchen.
- Chef Campbell has reestablished the study abroad connection with Kendall College in England for Spring 2026.
- Recruitment is ongoing for a full-time chef and lab assistant.

Diesel Equipment Technology

- Strong enrollment continues. One Summer graduate has been hired by Butts County Schools as a school bus technician. The program is expanding partnerships with local diesel and automotive employers for job placement.

Early Childhood Care & Education

- Summer efforts included updating MOUs with Henry County and securing one with Griffin-Spalding County.
- ECCE launched the Business Entrepreneurship Initiative with support from Mr. Shakiri Murrain. Fall semester features large Basic TCC enrollment, evening classes, and course offerings at GRCCA.

Fire Science

- Growth continues with the Occupational Fire Science Degree. Nearly all of Fayette County's 10 apprentices are completing general education core. Enrollment is expected to grow by at least 5% per semester.

Forensic Science

- Enrollment has increased to 25–27 students. Efforts are underway to acquire a crime scene vehicle for hands-on learning. Students will participate in practical training, including scene investigations, fingerprinting, and evidence collection.

Logistics & Supply Chain Management

- Currently, 111 students are enrolled in Fall 2025 courses. Eight students are on track to graduate with the LAS3 associate degree in May. The program is offering two new TCCs (SCS1 and LS21) and supporting Columbus Tech students through eCampus.

Medical Assisting

- All 10 Summer graduates passed their national registry exam and secured employment.
- Fall enrollment is 25 new students, launching a two-semester accelerated curriculum to meet workforce demands.

Nurse Aide

- A new weekend CNA class begins in October at Henry Center. Currently, 55 students are enrolled, with additional sections starting in September and November.
- Dual Enrollment participation is significant, with 240 high school students on track to earn CNA certification prior to graduation.
- Two new part-time faculty have joined to meet demand.

Nursing Bridge

- The LPN/Paramedic Bridge Program now has 100 active students across two campuses, with another 50 students starting in January 2026. Annual enrollment will reach 150 students, in addition to the traditional ASN program.

Paramedicine / EMT

- Self-study accreditation materials were submitted to CoAEMSP. Current enrollment includes 9 Paramedicine students and strong EMT numbers across all campuses, including a one-semester EMT pilot at Griffin.

Phlebotomy

- Fall semester includes a new section at FCC COI and expansion of GRCCA participation, with potential clinical rotations at Upson Hospital.

Surgical Technology

- Students are finalizing cases for the December exam, with job offers already extended to several. Fourteen students have been accepted for the 2026 cohort.

Unmanned Aircraft Systems (UAS)

- A proposed FAA BVLOS regulation could expand industry opportunities and require curriculum updates.
- The program has acquired modern aircraft for aerial cinematography and is developing UAV maintenance modules.
- Evening courses remain a long-term goal as staffing expands.

Website Design & Development

- Students will participate in the Adobe Max 2025 Creativity Conference, focusing on AI integration in creative work.

Welding

- Program growth continues, with additional day and night classes at GRCCA and other locations.

2. 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, 2025 through July 31, 2025 (FY2026). A financial overview and brief explanation of this statement includes:

- The final budget is $39,914,193.00.
- FY2026 Current Year Revenue is $3,912,964.03. Revenue compared to budget is 9.80%.
- No comparative data for this budget period.
- Actual Expenditures total is $2,608,847.40 comprised of 83.70% in personnel expenses and 16.30% in operating expenses. Expenditures compared to budget is 6.54%.
- No comparative data for this budget period.
- This financial statement indicates the College's current year (CY) funds available for this report is $1,299,076.88.
- Prior year reserves less prior year outstanding receivables total $3,071,532.18. Current year and prior year total funds available for the period July 1, 2025 through July 31, 2025 is $4,370,609.06.
- No Comparative data for this budget period.

Southern Crescent Technical College is in a financial position to meet its outstanding obligations and is in good standing.

FY2025 Reserves	
Sales & Services (Business & Industry)	406,645.46
Continuing Education	745,525.52
Technology Fees	1,721,796.60
Tuition	1,196,819.84
Bookstore	2,254,429.81
	6,325,217.23
Café	102,892.79
Child Care Center	119,698.71
Livework	48,794.72
	271,386.22
Total	$6,596,603.45

3. Adult Education

FY2026 Goals and progress:

After being unsure for the past couple of months, the Adult Education budget was received on August 13. The Division is in the process of getting multiple positions posted and getting back up to full staff. FY2026 goals from TCSG have not been received yet due to not receiving Federal funding on time, but expect to get them on September 10.

- Enrollment –current number of NRS students – 390.
- Measurable Skills Gain (MSG) Percentage – current MSG percentage is 4.36%.
- Integrated Education and Training (IET) Participants – current number of completions – 0. There are some students that are completing all of their requirements for their Early Childhood TCC. We also have a group of approximately 10 students that will be taking classes this Fall. We have several that are taking the CNA IET as well.
- High School Equivalency (HSE) – current number of HSEs earned – TCSG is still working on merging a new system so the report is still showing 0. I know of 5 that have earned their GED since July 1 that have been in class. We have had multiple others earn their GED since July 1 that had classes with us last year.
- Career Plus Students –
  For the 2026 Academic Year, the CPH program has:
  - 21 active students (3 new students so far)
  - 7 students on track to graduate Spring 2026 (barring any registration or academic delays)
  - 4 students currently in the intake process

We have applied for a school code for our new Southern Crescent Technical College Academy in order to continue handing out accredited diplomas.

4. Economic Development

Instruction Hours & Revenue FY 2025

- Fiscal Year 2025 year-to-date, the Economic Development Division has trained 1,563 individuals through continuing education courses, totaling 28,702 instructional hours and generating $348,036 in revenue.
- An additional 317 individuals have been served through customized contract training for 40 companies, totaling 6,238 hours and generating $179,670 in revenue.
- Total FY2025 revenue to date: $527,706.

Programs & Initiatives FY2026

- Manufacturer Ready Training
  - Eight cohorts have been developed, with the first launching August 25.
  - Fully funded by the Andersen Grant, the program prepares individuals for entry-level manufacturing roles such as machine operators.
  - Instruction will be led by a retired plant manager with 20+ years of industry expertise.
  - Recruitment efforts include Rockdale Stepping Up Initiatives, the SCTC Adult Education program, and direct school outreach presentations.
- First Responder Apprenticeship Program
  - Developed in collaboration with Butts and Fayette Counties which has now expanded to Upson and Lamar, counties supported by AER and PSAP funding.
  - Jointly delivered by Academic Affairs and Economic Development, including RTI and PLA credit leading to a Technical Certificate of Credit (TCC) or associate degree.
- Pre-Assessment Strategy
  - Added more free Electrical and Welding pre-assessments for employers across the eight-county service area.
  - Designed to identify workforce training needs and support apprenticeship partnership development.
- VEX Robotics Clubs
  - Clubs are being established at the Butts, Henry, Upson, and Spalding campuses, and one middle school each with a dedicated robotics room.
  - Teams will compete regionally and serve as pipelines into SCTC STEM programs.
- Digital Skills Expansion
  - A new Microsoft Office Suite instructor has been secured to lead in-person courses.

- This expands offerings in digital literacy and business applications, opening new revenue opportunities.
- Manufacturing Leadership Training forthcoming in late September.

Employer & Industry Engagement

- Active Employer Partnerships & Outreach
  - Current targets for workforce assessments, training, and apprenticeship development include: Purple, Nexus, Andersen Windows, Evans Metal Stamping, Yougsan, NewCold, Dwellinz, Luxottica, and Hoshizaki.
  - New industry partnerships include cargo securement for logistics employers, and manufacturing recruitment in Lamar County.
- Workforce Development Meetings & Engagements
  - Ongoing collaborations with city and county leaders (e.g., Barnesville, Thomaston, LaGrange) to align PSAP and apprenticeship resources with local economic development priorities.

5. Institutional Advancement

Key Highlights

- The Southern Crescent Technical College Foundation awarded 51 scholarships totaling $30,435 for students enrolled in the College for the Fall 2025 semester. This is a 15.9% increase in scholarships awarded compared to Fall 2024. The scholarship dollar amount increased by 35.9% from Fall 2024 to Fall 2025. Scholarship applications for Spring 2026 will be available online from September 1–30, 2026 at https://www.sctech.edu/foundation/foundation-scholarships/.
  - From the generous donation from the Dundee Community Association, the Southern Crescent Technical College Foundation awarded 7 Dundee Community Association Promise Scholarships to recent graduates from one of the Spalding County high schools. The students who received the scholarships will have their unpaid tuition balances paid for up to two semesters.
- The SCTC Foundation is on track to submit our application for the TCFA Role Model Foundation Board Certification, an annual honor recognizing TCSG-affiliated college foundations that demonstrate excellence in nonprofit governance, board management, and operations. The Technical College Foundation Association of Georgia (TCFA), representing 23 foundations and over 450 trustees statewide, encourages boards that maintain compliance with state and federal regulations, actively engage trustees in development activities, and support professional growth for trustees, executive directors, and college advancement staff. Foundations that meet all certification requirements and submit their applications by the annual deadline will be recognized at the Fall Leadership Conference in Savannah, GA during October 26-29, 2025.

Upcoming Events

- **Drive "Fore" Education Invitational Golf Tournament** – October 22, 2025
  The Foundation will be hosting the 2025 Drive "Fore" Education Invitational Golf Tournament on October 22, 2025, at Heron Bay Golf & Country Club in Locust Grove. Presented in partnership with Impact Office Interiors, this exciting Lauderdale-style tournament raises vital funds to support student scholarships and campus growth at Southern Crescent Technical College.

  Last year's event brought together 27 teams and raised over $57,000—all thanks to our generous sponsors, donors, and players. We hope you'll be part of this year's success! Tickets are now available on the Foundation's website. Sponsorship levels range from $500-$5,000. The flyer is attached.

Giving

68%	The percentage of full-time faculty and staff currently participating in the internal campaign AY26. So far, we raised $33,318.94.
$315,861.96	Funds raised AY 2025

6. Institutional Effectiveness

SACSCOC

- The IE department has submitted notification letters to SACSCOC for the following Off Campus Instructional Sites at 25-49% of a program Griffin High School to begin classes this fall, Lovejoy High School to begin classes this fall, and Spalding High School to begin classes in the Spring of 2026.
- The IE department has also submitted a prospectus to SACSCOC for Griffin High School to 50% or more of a program beginning in the Spring of 2026.
- The IE Department has begun work on a prospectus for the Medical Laboratory Technology program.

Other

- The professional development schedule for the Center for Teaching and Learning has been developed and sent out to faculty. IE is using Sign UP Genius to track faculty registrations for the sessions
- The July SCTC PIE is included in your packet. This issue highlights priorities identified as a result of our annual review of our strategic plan.
- IE is pulling together information with the HRSA Nursing Grant in preparation for the external evaluator to review the end of August and the onsite visit will take place in September.
- IE is developing a budget template to track expenditures for the HRSA modeled after our Perkins process.
- IE compiled the VA report for financial aid.

Information Technology

- The IT Department has several projects planned that will be starting over the next few months:
  - Room 206 in Griffin will get AV enhancements to support video conferencing.
  - AV Enhancements to be installed in the Event Center in September.
  - Staff and Faculty laptop refresh will begin in September.
  - Cisco Cloud Calling
    - A couple of months ago, we began porting our phone numbers to cloud calling.

- This was the final piece of our disaster recovery plan to allow phone communications even if the campus was unavailable.
- Project is 90% complete. Waiting on the porting of numbers for Flint River and Jasper locations.

- Help desk tickets for the month of July,2025: 277 total tickets (average of 9 tickets/day)

7. Student Affairs

Enrollment		
Fall 2025	Spring 2026	Summer 2026
7,122*	-	-
Fall 2024	Spring 2025	Summer 2025
6,185	6,540	3,108
Fall 2023	Spring 2024	Summer 2024
5,804	6,149	2,970
Fall 2022	Spring 2023	Summer 2023
5,018	5,241	2,683

Dual Enrollment		
Fall 2025	Spring 2026	Summer 2026
2,581*	-	-
Fall 2024	Spring 2025	Summer 2025
2,071	2,365	538
Fall 2023	Spring 2024	Summer 2024
1,759	2,073	374
Fall 2022	Spring 2023	Summer 2023
1,276	1,533	299

Credit Hours		
Fall 2025	Spring 2026	Summer 2026
61,805*	-	-
Fall 2024	Spring 2025	Summer 2025
51,833	54,214	23,367
Fall 2023	Spring 2024	Summer 2024
48,325	49,286	21,675
Fall 2022	Spring 2023	Summer 2023
41,839	40,950	19,303

Job Placement		
AY	In-Field	Total
AY24*	20.1%	95.1%
AY23	95.7%	99.7%
AY22	94.3%	99.6%
AY21	91.1%	99.5%
AY20	90.3%	99.4%

Graduate Reporting			
Academic Year	Unduplicated Awards	Duplicated Awards	Graduation Rate
AY2025*	2,341	3,684	78.5%
AY2024	3,023	4,863	83.0%
AY2023	2,784	4,557	83.7%
AY2022	2,830	4,890	83.0%
AY2021	2,784	4,545	79.5%

Applications		
Semester	Conversion Rate-Applied to Accepted	Conversion Rate-Applied to Registered
Fall 2025*	4,567/7,365 = 62.0%	3,567/7,365 = 48.4%
Summer 2025*	2,002/3,361 = 59.6%	1,526/3,361 = 45.4%
Spring 2025	3521/5157 = 68.3%	2000/5157 = 38.8%
Fall 2024	5310/7302 = 72.7%	3199/7302 = 43.8%
Summer 2024	1916/2690 = 71.2%	907/2690 = 33.7%
Spring 2024	3518/4673 = 75.3%	2019/4673 = 43.2%

*These numbers are to date and not finalized.

G. PRESIDENT'S UPDATE

- Dr. Clark expressed his appreciation for the work that the Board has done since he began just over three years ago. Dr. Clark took this opportunity to recognize Michael Powell, a Board member that is rolling off the Board after nine years of service. Dr. Clark expressed that the guidance and support both personally and professionally that Mr. Powell provided has been invaluable. Dr. Clark presented a plaque from the College to Mr. Powell in appreciation of his service. Dr. Clark also presented a plaque from the Technical College Directors Association in recognition of his service. Mr. Powell has enjoyed being involved and being able to serve on the Board.
- Dr. Clark recognized Kimberly Register, who is stepping down from her position as Vice President of Academic Affairs, to back into the private sector. Ms. Register has done a tremendous amount of work to support the College. She motivated the team and has overall been spectacular. Her character, drive, energy level, and commitment to this College and community has been well received. Dr. Clark wished Ms. Register the best in her next venture and is glad that the College will be able to keep her on as a part-time employee.
- Convocation/State of the College will be held in Butts County on September 25. Invitations will be extended to Board members. Jacqueline McKoon, President of the Butts County Chamber, will be the keynote speaker. Superintendent Brent Lowe will provide the welcome. Expectations are that there will also be some elected officials at the event. The event will acknowledge some new apprenticeship agreements as well as employees that are new to the College and those reaching milestones of faithful service.
- Dr. Clark presented information provided at a recent Presidents Council meeting regarding Pell changes. The Big Beautiful Bill has been signed into law and this changes Pell and will impact

colleges beginning in 2026. Workforce Pell has been passed by Congress and has been in the works for approximately six years. Programs under 160 hours were previously not eligible for Pell. This changes funding for short term programs and allows students to be eligible for Workforce Pell in addition to HOPE funding. More emphasis will be placed on these short term programs. Efforts include weekend and evening classes for incumbent workers.

- Dr. Clark will be visiting Amazon Web Services next week in Arlington, West Virginia. A project forthcoming in Butts County in the next few months. The College is at the table and will be responsive to support workforce development.
- Dr. Clark thanked the Board for their support.

H. ADJOURN

Mr. Workman thanked everyone for their hard work and the Board for their service. The next Board meeting has been scheduled for October 1, 2025 at 8:00 a.m. There being no further business, the meeting was adjourned at 9:06 a.m.

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Dr. Irvin T. Clark III, Executive Secretary