



BOARD OF DIRECTORS MEETING
WebEx
July 15, 2020
7:30 a.m.

MINUTES

Present:

Erin Cook
Keith Gettinger
Rebecca Hadley-Catter

Merry Heath
Roger McDaniel
Michael Powell

Jeff Stribling
Carman Templeton

Absent:

David Campbell
Kyle Fletcher

Nitara Murray
John Rainwater

Stone Workman

Staff Members:

Dr. Mark Andrews
Miriam Caslin
Barbara Jo Cook
Dr. Chris Daniel

Dr. Xenia Johns
Dr. Steve Pearce
Kim Santerre
Robin Swain

Anna Taylor
Dr. Murray Williams

A. CALL TO ORDER

Carman Templeton thanked everyone for attending and called the meeting to order at 7:35 a.m. Ms. Templeton expressed condolences to Dr. Thomas on behalf of the Board.

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, Keith Gettinger 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 June 17, 2020 meeting, seconded by Mr. Stribling, and the motion was unanimously approved.

E. OLD BUSINESS

No old business.

F. NEW BUSINESS

1. Election of Officers

Roger McDaniel stated that work continues to identify a new Vice Chair Elect. Mr. McDaniel will accept nominations for the Vice Chair Elect.

2. Approval of the FY2021 SCTC Board of Directors Meeting Schedule

The Board of Directors meeting schedule was presented with special attention given to changes that include today's meeting being conducted via WebEx and the inclusion of the Flint River Campus and Henry County Center as meeting locations during the fiscal year. A motion to accept the meeting schedule as presented was made by Mr. McDaniel, seconded by Mr. Gettinger, and the motion was unanimously approved by the Board. Several Board members commented that they are pleased with the opportunity to visit other College sites and meet staff members at those locations.

G. COLLEGE REPORTS

1. Adult Education

Dr. Murray Williams reported on the Adult Education area as follows:

- The Division has started classes this week with an option for face-to-face classes. Most students are opting for the online classes. So far, five students have taken advantage of the face-to-face classes. The hope is that this number continues to increase quickly.
- The 2021 Renewal Grant was approved for this academic year for \$1,261,000. The Division was able to carryover \$124,794.53 from last year that can be used to buy equipment that instructors need.

2. Academic Affairs

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

- Southern Crescent Technical College has signed an articulation agreement with Fort Valley State University. The College's Associate of Science degree in General Studies will now transfer into Bachelor's degree programs at Fort Valley State University seamlessly and will satisfy general education requirements in those Bachelor's degrees.
- The most recent Associate of Science in Nursing graduating cohort had a 95.2% first-time pass rate on the NCLEX. This cohort is the second consecutive cohort with a 95.2% first-time pass rate on the NCLEX. The Dean and the Nursing instructors have done a great job. Carmen Templeton and Merry Heath offered congratulations regarding the NCLEX pass rates. Several of the College's graduates are employed by Upson Regional Medical Center and Piedmont Fayette Hospital. Ms. Heath expressed her pride in the quality of nurses in her new resident program that came from the College.
- The College has purchased several items from Perkins funding to upgrade our program labs. Among those purchases are a new trailer for the Commercial Truck Driving program, a plasma welder for the Welding program, and mill machines for the Machine Tool program.
- The Two-Gen grant received by the College has been successfully completed. As part of that grant, some of our student/parents will receive bags filled with resources to help the parents help their children learn. Dean McCurry managed this program.
- The Commercial Truck Driving program has been assisting GEMA throughout the Public Health State of Emergency. Our Commercial Truck Driving instructors have made several trips to pick up and deliver medical equipment and personal protective equipment.

3. Administrative Services

Miriam Caslin reported on the Administrative Services area as follows:

- The FY2021 Annual Operating Budget was presented. The spreadsheet presented provides the total state allocation that the College will receive (\$12,893,025). This amount represents a 10% budget cut and includes an increased allocation based on increased square footage and a deduction based on a percentage reduction for the Teacher's Retirement System fringe rate.
- The state allocation is a portion of the funding that makes up the College's annual operating budget. Projected local funds make up the remaining portion. Local funds were based on the previous year revenue from tuition/fees, continuing education, and business and industry. Projected local funds total \$13,195,000. Total projected revenue for FY2021 is \$26,208,025.
- Expenses were detailed to include personnel without any new positions (\$21,807,242 for full-time and part-time faculty and staff), insurance (\$180,000), utilities, contingency funds for emergency needs for Academic Affairs and the Office of the President (\$150,000), and repayment/waivers (\$250,000). These expenses total \$2,631,000. This leaves \$1,589,783 for departmental operating supplies and travel expenses for FY2021. Total projected expenses equal \$26,208,025.

4. Institutional Advancement

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

- The SCTC Foundation received a check for \$3,000 from Upson EMC Foundation to purchase two vital signs machines for the Nursing Program on the Flint River Campus. The Foundation had already received funds from Southern Rivers EMC to purchase additional vital sign machines.
- The SCTC Foundation applied for a grant of \$5,000 from the Flint Energies Foundation to purchase computers for the Nursing Lab Simulation Control Room and instructors for the Nursing Program on the Flint River Campus. The Flint Energies Foundation Board met on July 9, 2020, and voted to award the \$5,000 grant to purchase the computers for the Nursing Program.
- Previous equipment obtained for the Nursing program on the Flint River Campus included two manikins through a USDA grant. Upson Regional Medical Center donated vital sign machines, beds, and other equipment. The Foundation has purchased side chairs for the hospital beds and has been helping with salaries for the Nursing program. Other donations are coming in from the community. The intention is for a state-of-the-art program facility.
- The SCTC Foundation Resources Committee met on June 18, 2020, via WebEx to discuss the face-to-face (Red Carpet Gala, the Kentucky Derby event, and the Tech Connect) events. In an abundance of caution because of COVID-19, the Committee decided to postpone the inside face-to-face events and instead host a golf tournament in the fall that includes all of our stakeholders and business and industry partners for a single College fundraising event. It is the hope of the Foundation that all of our external partners will support this event financially as they have for our past events.
- Ms. Cook thanked the Board members for support of the College and the Foundation.

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

Dr. Chris Daniel reported on the Institutional Effectiveness (IE)/Information Technology (IT) area as follows:

- Dr. Daniel presented the Southern Crescent Technical College 2018-2023 Strategic Plan and a brief summary of the proposed revisions. Changes were made under campus culture (i.e. customer service to quality service, communication to effective communication, and inclusion of civility, diversity, and fairness). There were no changes to Goals 1 and 5. The changes to Goals 2, 3, and 4 were briefly reviewed with the Board. The revised Strategic Plan will be shared with the Board members.
- Dr. Daniel reviewed an economic impact analysis infographic provided by Emsi, an economic modeling company. The company provided an economic impact study and a return on investment analysis. Information from the infographic was reviewed. The College and its students support one out of 71 jobs. When considering the alumni impact, the operations impact, and the student impact, the College has a total annual impact of \$156.3 million in added income or 3,307 jobs supported. Ms. Templeton thanked Dr. Daniel for providing the information that assisted in putting the impact of the College in perspective.

6. Student Affairs

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

- Fall Enrollment is 3,018 (at this time last year, enrollment numbers were at 2,462; final number for fall last year was 5,238; goal for fall term is 5,500). The Division is working hard to reach out to students to meet the goals but it is more difficult with the uncertainty surrounding the pandemic.
- Dual Enrollment count is 418 (last fall was 1,311). This fall is expected to come close to last year's total. There are students remaining to register from the Griffin Region College and Career Academy and the Fayette County Center of Innovation. The College is waiting to get information from the school systems. There are approximately 700 students to register from those two locations and Piedmont Academy in Monticello.
- Full-time staff reported back to work on July 1 but services continue to be offered remotely as well.
- Financial Aid has been very busy in preparation for audits:
 - Data was recently submitted for a VA audit.
 - The HOPE audit has taken place.Results will be shared with the Board as soon as the information becomes available.
- CARES Act funding for students was received in the amount of \$1,956,144.00. To date, the College has awarded \$1,225,150 to 2,545 students. Plans include disbursement of summer awards (1,309 students received CARES funds totaling \$535,275) and additional emergency grants are available for the remainder of this term and into the fall term.
- The College is exploring options for a graduation ceremony in the fall:
 - Atlanta Motor Speedway
 - Local high school football stadiums
 - Virtual graduation ceremony at the First Assembly of God Church in Griffin.
- Ms. Templeton asked about current barriers to enrollment. Dr. Johns stated that uncertainty about what the fall will be like for them personally. This makes them unsure about how to proceed either remotely or face-to-face. They are waiting to see if their children will be going to school remotely and if they will be working remotely. Academic Affairs is working to convert

courses to an online format in order to accommodate students that are on waiting lists for online courses.

- Keith Gettinger inquired about marketing efforts during this uncertainty. He suggested pushing encouraging marketing that indicates that the best thing to do in periods of uncertainty and changing times is to educate yourself. Anna Taylor provided a brief explanation of the current marketing campaigns (i.e. stay at home, get ahead; succeed sooner).

7. Executive Vice President

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

- The Economic Development Division to date has served 87 companies (goal-107), attained 18,554 training hours (met the benchmark set last year), and generated \$455,692 in revenue (goal of \$500,000).
- Emergency Vehicle Defensive Driving with the Thomaston Fire Department was conducted on the CDL range at the Flint River Campus on July 8-14.
- The Division has a Root Cause Analysis online (WebEx) class that is scheduled for August 3-6 from 8 am-12 noon each day.
- The Clayton County Correctional Institute has a forklift class for eight inmates on July 17 and 24 that will be conducted on the Griffin Campus.
- Goodwill of North Georgia has requested training at the Henry Center that will include forklift, OSHA 10 Hour, and CPR. These classes will be held on August 5, 6, 10, 11, and 12.
- Southern States and Toppan requested ACT Work Keys assessments for some of their employees that started on July 8 in the Testing Center on the Griffin Campus.
- Driver's Education will resume with a Blackboard class that began on July 13. A face-to-face classroom version will begin on July 22 and the driving portion will begin on July 25.
- The Division has also re-started CDL Prep classes and testing for individuals/entities that include City of McDonough, Clayton County Water Department, Couch Septic LLC, Henry County Public Works, Padgett Grading, and the Georgia Department of Natural Resources.

H. ADJOURN

Ms. Templeton thanked everyone for thinking outside the box during these unprecedented times. The next Board meeting will be held on September 16, 2020 at 7:30 a.m. and is scheduled to be held at the Griffin Campus. There being no further business, the meeting was adjourned at 8:25 a.m.

Dr. Alvetta Peterman Thomas, Executive Secretary