



**BOARD OF DIRECTORS**  
**Economic Development Classroom, Ellis Crossing**  
**May 11, 2021**  
**11:30 a.m.**

**MINUTES**

**BOARD OF DIRECTORS**

**Present:**

David Campbell	Roger McDaniel	Keith Simmons
Erin Cook	Nitara Murray-Class	Jeff Stribling
Keith Gettinger	Michael Powell	
Rebecca Hadley-Catter	John Rainwater	

**Absent:**

Carman Dean	Merry Heath	Stone Workman
Kyle Fletcher		

**SCTC Staff Members**

Dr. Alvetta Thomas	Dr. Chris Daniel	Anna Taylor
Stacy Acey	Dr. Xenia Johns	Kim Santerre
Dr. Mark Andrews	Dr. Kim Lee	
Barbara Jo Cook	Dr. Steve Pearce	

**Guests:**

Jack Bowdoin

**A. CALL TO ORDER**

Dr. Thomas welcomed everyone to the Board meeting and shared that Elena Cohn, 2021 SCTC GOAL winner, had made it as a finalist for the State. Dr. Thomas also expressed pride in the College's Instructor of the Year, Brad Jester. Dr. Thomas participated in a pinning ceremony yesterday. It was a great event, which allowed her to meet a multigenerational family of nurses. This has been a tough year but the College has managed through it. Dr. Thomas has a renewed appreciation for the instructors. A hard copy of the Annual Report has been provided in the Board materials. Dr. Thomas concluded the welcome with expressing her appreciation to the Board for their support. David Campbell called the meeting to order at 11:43 a.m.

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

Dr. Thomas mentioned the addition of a special presentation.

**C. APPROVAL OF AGENDA**

Roger McDaniel made a motion to accept the agenda as amended, Jeff Stribling 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 March 24, 2021 meeting, seconded by Mr. McDaniel, and the motion was unanimously approved.

**E. OLD BUSINESS**

The special presentation took place under old business due to the fact that the presentation was mentioned at the WebEx meeting held on June 17, 2020. This being the first in-person meeting since that time, Dr. Thomas presented Michael Powell with a plaque thanking him for his service as Chairman of the Board from 2018-2020. The Board thanked Mr. Powell for his leadership. Members of the Board expressed that it is great to see everyone and good to be able to meet in-person again.

**F. NEW BUSINESS**

**Nominating Committee Update**

Dr. Thomas and the Nominating Committee have reviewed the make-up of the Board in regards to county representation. Both Spalding and Upson counties have three representatives while Henry County has two. After reviewing enrollment data, Dr. Thomas proposed adding a position to represent Henry County in order to make the representation more equitable. Roger McDaniel, speaking on behalf of the Nominating Committee, presented the proposal to add a position to represent Henry County in the form of a motion, and the motion was unanimously approved.

The Nominated Committee presented Chris Williams of Georgia Power to fill the position to represent Henry County. Mr. Campbell provided a personal endorsement of Mr. Williams. The motion was unanimously approved.

Jeff Stribling has submitted his resignation to the Board. Mr. Stribling retired from Quad Inc. about five weeks ago and has been directly working with the College for 20+ years. Dr. Thomas expressed appreciation for his years of service on the Board of Directors and Barbara Jo Cook expressed her appreciation of his support to the SCTC Foundation. Mr. Stribling played a vital role in the merger of the former foundations. With Carman Dean also resigning soon, the Nominating Committee presented Jeff Tarrant, the CEO of Upson Regional Medical Center, to fill the position to represent Upson County. The motion was unanimously approved. John Rainwater stated his appreciation for the caliber of the candidates sought to serve on the Board.

**G. COLLEGE REPORTS**

**1. Academic Affairs/Adult Education**

Dr. Steve Pearce reported on the Academic Affairs and Adult Education areas as follows:

- The most recent Practical Nursing graduating class has a 100% first-time pass rate on the NCLEX.
- Southern Crescent Technical College's Commercial Truck Driving program is assisting GEMA with the dismantling of mass vaccination sites. The College will deliver a trailer to the Hartsfield airport site which will be loaded. Once loaded, the trailer will be taken to Macon.

- Brad Jester, the Southern Crescent Technical College Rick Perkins Award (Instructor of the Year) award winner completed in the regional competition on April 22. The regional winners will be announced the week of May 10 and will go on to the state competition.
- Academic Affairs' offices have been relocated. The Vice President's office is now in 103 in the Medical Building. The deans are on the second floor of the Medical Building in the faculty/staff office suite.
- eCampus classes are expected to begin Summer Semester with the Technical College System of Georgia. eCampus is a way for colleges to share resources. Students who may need classes not available at their home college for a particular semester may enroll in those classes at another college while continuing to receive support at their home college. Southern Crescent Technical College will be participating by teaching a Statistics class, and enrolling some of our students in an Accounting class taught by Savannah Technical College.
- Current Adult Education enrollment is 607, and although enrollment is below the goal, it is at the state average in comparison of actual enrollment to the enrollment goal.
- The percentage of students showing a measurable skills gain is 34.43% which is comparable to the state percentage in measurable skills gains.
- Year-to-date, 34 students have attained a high school equivalency credential.

Dr. Thomas explained that Dr. Pearce is serving as the Interim Vice President for Adult Education and will step down as soon as Steve Hendrix is officially approved to serve as Vice President of Adult Education and Academic Support.

## 2. Administrative Services

Stacy Acey reported on the Administrative Services area as follows:

- Following is the Southern Crescent Technical College Financial Statement of Funds Available and Expenditures Compared to Budget for the period of July 1, 2020 through April 30, 2021 (FY2021). A financial overview and brief explanation of this statement includes:
  - The final budget is \$29,419,302.15.
  - FY2021 Current Year Revenue is \$23,654,205.42 less receivables (\$22,811.28) provides a total adjusted revenue of \$23,631,394.14. Revenue compared to budget is 80.4%.
  - Comparative data for FY2020 current year revenue was \$26,754,000.41 as reported on April 30, 2020. The variance between FY2021 and FY2020 current revenue is a decrease of \$3,099,794.99 in reported revenue for FY2021 and due to the reduction of state allocations and the impact of COVID-19 on some of our services.
  - Actual Expenditures total is \$22,656,091.99, comprised of 86.92% in personnel expenses and 13.08% in operating expenses. Expenditures compared to budget is 77.01%.
  - Comparative data for FY2020 actual expenses was \$24,580,047.49 as reported on April 30, 2020. The variance between FY2021 and FY2020 actual expenses is a decrease of \$1,923,955.50 for FY2021 and due to the budget cut and the impact of COVID on some of our services.
  - This financial statement indicates the College's current year (CY) funds available for this report is \$975,302.15. Prior year reserves less prior year outstanding receivables total \$1,996,918.86. Current year and prior year total funds available for the period July 1, 2020 through April 30, 2021 is \$2,972,221.01.
  - Comparative data for FY2020 total funds available as reported on April 30, 2020 was \$2,327,614.36, a \$644,505.65 increase in FY2021 reported total funds available.

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

### 3. Institutional Advancement

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

- Scholarship applications for fall semester are open to students from May 1 through May 31. These scholarships include internal and external scholarships.
- The internal campaign kicked off virtually on April 12, 2021, and will end on May 14, 2021. Last year faculty and staff pledged \$37,947 for student support. As of Friday, April 30, 2021, faculty and staff have pledged \$36,633.32 for student support. In addition, 62 faculty and staff members have pledged one percent of their salaries to join the President's One Percent Club.
- Ms. Cook welcomed Jack Bowdoin to the Board meeting as a guest. Mr. Bowdoin serves as the Chair of the SCTC Foundation and also serves on the Board of the Technical College Foundation Association.
- Ms. Cook thanked the Board for their continued support.

### 4. Institutional Effectiveness (IE)/Information Technology (IT)/Curriculum Management (CM)

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

- The FY 22 Perkins Grant - Specific areas covered include:

• 10 Positions	\$880,571.00
• Professional Development & Travel	\$39,860.00
• Contracts and Consultants	\$29,010.40
• Books and Supplies	\$48,000.00
• Equipment	\$304,864.60
• TOTAL	\$1,302,306.00

- Included Institutional Memberships
  - National Academic Advising Association (NACADA)
  - National Alliance for Partners in Equity (NAPE)
  - National Institute for Staff and Organizational Development (NISOD)
  - The League for Innovation in Community Colleges
  - Georgia Association on Higher Education and Disability (GA Ahead)
- Brittany Odom has moved from Adult Education to Institutional Effectiveness (IE) as the Coordinator for Institutional Effectiveness. As a way to introduce her to the College, the Division has started the "IE Minute." This is a weekly informational email containing various reports and announcements for free webinars, along with other items that might be of interest to our employees. IE receives information on a regular basis from all of the Institutional Memberships. Ms. Odom has started collecting this information and sends the IE Minute out each Thursday morning.
- Information Technology (IT) has received the 150 laptops and will be getting those out to employees as soon as possible.
- IT has completed the first phase of implementing Okta, the new Single Sign On for eCampus.

- Conducted a workshop during the College's professional development day on Effective and Efficient Advisory Committee Meetings. Items covered included:
  - How to record robust advisory committee meeting minutes.
  - Reviewing current occupational data that is provided by the IE Department.
- Initial stages for developing training for the creation of academic plans for new students beginning Spring 2022 is underway.

David Campbell inquired about the College's accreditation status. Dr. Daniel provided a brief synopsis of the recent reviews and future accreditation dates.

## 5. Special Projects

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

- Southern Crescent Technical College engaged in professional development on April 12, 2021. A great start to the day included a data informed overview of Southern Crescent's accomplishments during the past Academic Year and Calendar Year and to date in the current Academic Year. The results further substantiate the resilience of the College considering the impact of the COVID 19 pandemic. A virtual ½ day session with the National Alliance for Partnerships (NAPE) followed. This session consisted of nearly 300 College employees participating in a session on "Exploring Nontraditional Careers." The afternoon session was opened with the launch of the Internal Campaign. The Internal Campaign sparked excitement and is fueling healthy competition among colleagues. Most attendees then received an informational overview of the various functionalities of Office 365 with the Academic Program Coordinators participating in a session on how to conduct "Effective and Efficient Advisory Committee Meetings."
- The College is in the final stage of preparing a proposal for the US Department of Education (USDOE) Title III funding opportunity. Title III is grant funding designed to strengthen institutions. The draft title of the College's proposal is "Increasing Capacity to Improve Equitable Outcomes and Student Success"

## 6. Student Affairs

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

- Spring 2021 enrollment is 5,261 (Spring Term 2020 was 5,419, a decrease of 2.9%)
- Dual Enrollment Spring Term 2021 is 1,222 (22.9% of total enrollment; Spring Term 2020 was 1,529 or 20% of total enrollment)
- Summer 2021 is 2,906 (Summer 2020 was 2,781)
- Student Life
  - The GCAA (Georgia Collegiate Athletic Association) Division I Basketball coaches selected their All Region team, All Defensive team, and All Freshman team for 2020-2021 season. The following represent Southern Crescent Technical College:
    - Marquavius Willingham, #24 playing forward and majoring in Business Management, was named to All Region First Team and to the All Defensive First Team
    - Carlos Nichols, #5 playing guard and majoring Business Management, was named to All Region Honorable Mention and All Freshman First Team
  - Georgia Occupational Award of Leadership (GOAL) College Winner was named on March 19, 2021 as Elena Cohn, Industrial Systems Technology (Nominating Instructor Johnny Dodson). Regional winners will be announced May 10, 2021 at 1:00 pm via the Technical College System of Georgia Facebook page. The State competition will take place May 17-21, 2021.

- Commencement ceremonies are taking place today (May 11, 2021) at 10:00 am and 2:00 pm in the parking lot of the Ellis Crossing Education and Training Center. Dr. Johns thanked the Board members for attending the graduation ceremonies. Your support of the College and the students is greatly appreciated.
- CARES Act Funding
  - CARES1-\$1,956,144.00
  - CARES2-\$1,956,144.00
  - CARES3-Expected \$7 million +
- Job Placement/Graduate Reporting
  - AY19 In-field job placement rate was 88.2%/AY20 was 80.5%
  - AY19 Total job placement rate was 99%/AY20 was 96.5%
  - AY20 Graduation Rate was 83%/AY21 is 72.5%
  - AY20 Unduplicated Awards was 2,301/AY21 is 1,301
  - AY20 Duplicated Awards 3,838/AY21 is 1,810
- Spring Fling events were held last week on the Flint River, Griffin, and Henry locations.

#### 7. Executive Vice President

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

- The Economic Development Division has served 52 companies and generated \$219,643.00 in revenue.
- The Division is working with Jackson High School on a two-week Manufacturing Basics class that is scheduled for June 7-18.
- The Division is partnering with Goodwill of North Georgia for a Welding class that is scheduled to begin at the Henry Center on June 7.
- Another Welding class began today with Clayton County Corrections and continue to work with Spalding County Corrections.
- The Division is working with Bondulle in Jackson on a series of Leadership classes for May and June at the plant.
- The Division has scheduled a five-day Six Sigma Green Belt class in June that will be conducted at Ellis Crossing.
- Driver's Education classes are scheduled to begin in Griffin on June 7 and June 21.
- The Division provided training to the following organizations in April: Wellstar-Spalding Hospital (Certified Nurse Assistant), Upson Regional Medical Center (Certified Nurse Assistant and Leadership classes), City of Griffin (Leadership), and Scholle (Microsoft Office).
- Company visits scheduled in May include Continental Tire, Gerresheimer, and McLeRoy.

#### H. PRESIDENT'S UPDATE

Dr. Thomas began by welcoming Keith Simmons, Superintendent of the Griffin-Spalding County School System, to the Board. Mr. Simmons will represent Spalding County and will bring a lot of expertise to the Board, particularly with high school to college transition. This is the first in-person meeting in 14 months.

The Governor gave full-time State employees, who made \$80,000 or less, a one-time supplement of \$1,000. The College was fortunate enough to be able to utilize CARES funds to provide part-time employees a one-time \$500 supplement. Dr. Thomas thanked Human Resources for their efforts in making this happen within a very short turnaround period.

The College is expecting the third installment of CARES funds at any time. This will equate to ~\$14 million dollars. This will allow for the College to recover lost revenue due to the pandemic. Approximately half of the allocation must be directed to students. In the past, credit students have been supported. The College is looking into the possibility of providing a small allocation to Adult Education and Dual Enrollment students.

The Lakemont Shopping Center property has been closed and is now owned by the State of Georgia (Southern Crescent Technical College). The College was allocated \$6.7 million dollars for the purchase and renovation of the property. The College is currently working on the renovation plans and hiring a design professional. This building will provide a front door to the Henry County Center and will be called the Henry County Center for Education and Entrepreneurship. Plans are to offer small business development classes as well as Culinary and Fintech. Dr. Thomas thanked Representative Andy Welch and Senator Brian Strickland for their efforts in making this acquisition happen.

The Open House for the newly renovated One Stop customer service area for Student Affairs will be scheduled for mid-August. This event will include the reveal of the Presidential Wall in the rotunda. This may assist with blending together Flint River Technical College, Griffin Technical College, and Southern Crescent Technical College. Board and Foundation member photographs will be included in the display.

The College is looking into expanding some of the medical programs. This includes looking at the possibility of offering Nursing classes in Fayette County. The College's classes will be moving from the Fayette County Center of Innovation to the Booth Middle School facility. The College will be able to offer dual enrollment and traditional classes at the new location. Clayton State University will also occupy space there. This will provide an opportunity for seamless transition to take place. This is expected to take place in January 2022.

The College is working hard on enrollment, retention, and graduation. The academic year concludes with Summer Term. The College is third in the State in the number of graduates produced but only the sixth largest College in the System. The College has been studying the data and adjusting based on the data. The Divisions are working cooperatively and doing a great job to make this happen.

Dr. Thomas stated that the College could not have done this work without the tremendous support of faculty, staff, boards and partners. Special thanks to the faculty and staff from the bottom of her heart. What matters the most is the success of our students. Thank you for your support. There is more to come in the future (i.e. eCampus).

Mr. Powell inquired as to what the College does in the way of student mental health and wellbeing. Dr. Johns discussed the student assistance program that is available to all students. The assistance is available to the student's family members as well. Mr. Powell requested information about training for staff members in regards to students in crisis. Identified representatives from across the College serve on a Behavioral Intervention Team. These individuals receive training and oversight from the Technical College System of Georgia. Concerns are handled on a case-by-case basis and any decisions are made by committee. Mr. Powell offered supplemental training should there be any interest. The College is also considering using CARES funds to provide a telehealth option to students.

Dr. Thomas closed with mentioning consideration is being given to the use of CARES funding to complete roof and HVAC renovations for the remainder of the Ellis Crossing building. Local funds would be utilized to renovate the interior spaces. The plan is to create a Center for Virtual Learning and Training for faculty and students. This space would include the Tutoring and Mentoring staff.

John Rainwater asked if the Fall semester would include face-to-face classes. Dr. Thomas explained that face-to-face offerings have been slowly added back. The College anticipates being back to full offerings with a combination of delivery methods by the Fall.

**I. ADJOURN**

The next Board of Directors meeting will be held on June 16, 2021 at 7:30 a.m. on the Griffin Campus. Mr. Campbell thanked the College for the work that you do. There being no further business, the meeting was adjourned at 12:50 p.m.

---

Dr. Alvetta Peterman Thomas, Executive Secretary