



**BOARD OF DIRECTORS
Griffin Campus
June 16, 2021
7:30 a.m.**

MINUTES

BOARD OF DIRECTORS

Present:

David Campbell
Erin Cook
Carman Dean

Keith Gettinger
Keith Simmons
Jeff Stribling

Stone Workman

Absent:

Kyle Fletcher
Rebecca Hadley-Catter
Merry Heath

Roger McDaniel
Nitara Murray-Class
Michael Powell

John Rainwater

SCTC Staff Members

Dr. Alvetta Thomas
Stacy Acey
Dr. Mark Andrews
Barbara Jo Cook

Dr. Chris Daniel
Dr. Xenia Johns
Dr. Kim Lee
Dr. Steve Pearce

Anna Taylor
Kim Santerre

Guests

Judge Jan Hunt

A. CALL TO ORDER

Carman Dean welcomed everyone to the Board meeting and called the meeting to order at 7:38 a.m.

B. INTRODUCTION OF GUESTS

Dr. Thomas introduced Jan Hunt, Spalding County Probate Court Judge, to Board members. Judge Hunt administered the oath of office to Mr. Keith Simmons and offered her congratulations. Dr. Thomas thanked Judge Hunt for her support and Mr. Simmons for agreeing to serve on the Board of Directors. Mr. Simmons stated that it is his honor to join this Board and that he looks forward to supporting the College.

C. ADDITIONS TO THE AGENDA

There were no additions to the agenda.

D. APPROVAL OF AGENDA

Keith Gettinger made a motion to accept the agenda, Mr. Simmons seconded, and the Board voted unanimously to accept the agenda.

E. APPROVAL OF MINUTES FROM LAST MEETING

Jeff Stribling made a motion to approve the minutes of the May 11, 2021 meeting, seconded by Mr. Gettinger, and the motion was unanimously approved.

F. OLD BUSINESS

No old business.

G. NEW BUSINESS

1. Election of Officers

Ms. Dean presented the slate of officers to the Board with David Campbell for Chair and Rebecca Hadley-Catter for Vice Chair. Mr. Gettinger made a motion to approve the slate of officers for Chair and Vice Chair as presented, Mr. Simmons seconded, and the motion was unanimously approved. Nominations for Vice Chair Elect are welcomed. Dr. Thomas reviewed the list of Board members that would be eligible for the position. Mr. Gettinger made a motion to table the Vice Chair Elect nominations until the July meeting, David Campbell seconded, and the motion was unanimously approved.

2. Special Presentations

Jeff Stribling has submitted his resignation to the Board. Mr. Stribling retired from Quad Inc. and has been directly working with the College for 20+ years. Dr. Thomas expressed congratulations on his retirement and presented him with a plaque of appreciation for serving on the Board of Directors from 2014-2021. Mr. Stribling stated that it is all about the students and he will continue to support the College out in the community.

Carman Dean has experienced a year of change. She has married, moved out of the service delivery area, and therefore, resigning from the Board of Directors. Dr. Thomas presented Ms. Dean with a gavel plaque for her service as Chair. Ms. Dean thanked the Board for their support and stated that she has enjoyed gaining deeper knowledge of the College and its impact.

3. Approval of the FY2022 SCTC Board of Directors Meeting Schedule

Ms. Dean asked Board members to review the proposed FY2022 meeting schedule provided in the Board materials. Erin Cook made a motion to approve the proposed schedule as presented, Mr. Campbell seconded, and the motion was unanimously approved.

H. COLLEGE REPORTS

1. Academic Affairs

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

- Of the most recent graduating class of Associate Degree Nursing students, 31 out of 31 have passed the NCLEX exam on their first attempt.

- Academic Affairs has completed its move to the Medical Building. The Vice President's office is located in Room 103 and the Deans offices are located in Room 201. Academic services for faculty and students are provided in Room 201.
- Southern Crescent Technical College's Cardiovascular Technology program has been selected to test a new software, Cath Lab Visual Reality, by CAE Healthcare. Students can experience the cath lab in a realistic simulation. Instructors can select specific cases for students to complete, or students can select their own cases at an easy, medium, or difficult level. This software allows students to make mistakes in the lab setting rather than the clinical setting.
- Our first eCampus classes have begun. The launch has been successful with students from Wiregrass Technical College taking Statistics from Southern Crescent Technical College, and Southern Crescent Technical College students taking Accounting from Savannah Technical College.

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 May 31, 2021 (FY2021). There is no FY2020 comparative data available for this reporting period. A financial overview and brief explanation of this statement includes:
 - The final budget is \$29,805,792.15.
 - FY2021 Current Year Revenue is \$25,721,949.78 less receivables (\$43,919.18) provides a total adjusted revenue of \$25,678,030.60. Revenue compared to budget is 86.3%.
 - Actual Expenditures total is \$25,103,577.57, comprised of 86.64% in personnel expenses and 13.36% in operating expenses. Expenditures compared to budget is 84.22%.
 - This financial statement indicates the College's current year (CY) funds available for this report is \$574,453.03. Prior year reserves less prior year outstanding receivables total \$1,996,687.86. Current year and prior year total funds available for the period July 1, 2020 through May 31, 2021 is \$2,571,140.89.
- Southern Crescent Technical College is in a financial position to meet its outstanding obligations and is in good standing. The College will recover more of the Spring 2021 receivables which will increase local revenue. Total lost revenue through December 2020 was a little over \$2 million. This will increase because the College can continue to recover lost revenue through AY2021. Mr. Campbell asked if the College has plans for these funds. Dr. Thomas stated that there are renovations that the College needs to complete. These include the Culinary lab, 500 Hall, and a Center for Virtual Teaching and Learning at Ellis Crossing.

3. Adult Education

Dr. Thomas introduced Steve Hendrix as the new Vice President for Adult Education and Academic Support. He has been with the College in Economic Development for many years and will be a great addition to the Senior Leadership Team.

Mr. Hendrix reported on behalf of Adult Education and Academic Support areas as follows:

- Current adult education enrollment is 664, and although enrollment is below the goal, it is above the state average (590).

- Current Measurable Skill Gain (MSG) percentage is 33.53%. State Average is 38.40%. Our ESL Overall MSG percentage is 51.19% compared to the State Average of 45.51%.
- Our goals for the year are 783 enrolled students and a 40.7% MSG Percentage. Clarification on how measurable skills gains are determined was provided by Dr. Pearce.
- During FY2021, there were 88 Adult Education students who applied to the College. Fifty-Three (53) of those students have actually registered for classes.
- The Adult Education program collaborated with Economic Development to offer OSHA-10, soft skills training, and Forklift training to three adult education students to close out the year.
- The process of renovating the Adult Education Building's Office area with new LED lights, paint and new carpet has begun. The renovation will include turning a room into a conference room with AV equipment in order to have more virtual options available.

4. Institutional Advancement

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

- The internal campaign kicked off virtually on April 12, 2021, and ended on May 14, 2021. Last year faculty and staff pledged \$37,947 for student support with 60% of full-time faculty and staff participating. At the end of the internal campaign this year, faculty and staff pledged \$41,837.40 for student support with 74% of full-time faculty and staff participating. In addition, this year 74 faculty and staff members pledged one percent of their salaries to become members of the President's One Percent Club. Each year Dr. Thomas enjoys a day in the field with the one percent club members, and this year we are looking forward to a special outing.
- The Southern Crescent Technical College Executive Committee met on May 13 via WebEx, and the Board of Trustees met on May 20, 2021, via WebEx. The Board of Trustees welcomed Colin Martin, CEO of the Fayette County Chamber of Commerce, as the newest member.
- The Foundation received a check from The Dollar General Literacy Foundation for \$9,990 for GED testing fees for Henry County students.
- The Foundation received a check from the Technical College Foundation Association for \$10,386.00 through the generosity of the Robert W. Woodruff Foundation to help defray costs for students for gap funding/retention funding/technical education student support.

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

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

- Currently working with the Deans and the Business Office to get the remaining pieces of equipment purchased from the FY2021 Perkins Budget.
- Held an orientation for the QEP Topic Selection Committee and provided the committee members with three-year trend data including enrollment, graduation, retention, and course completion for gateway courses. Currently reviewing data as part of the QEP Selection Committee.
- Provided data to help the Veterans Department and Facilities and Operations.
- IT implemented a new single sign on (Okta SSO) that will be used by all faculty, staff, and students. This product will allow everyone to sign in to one single portal to access all of the common programs such as Banner, Email, Office365, Blackboard, and eCampus.
- The new Okta SSO also introduced multi-factor or two-step authentication. This will help to further secure our network by requiring a second code to be entered when accessing SCTC

apps. This is similar to new security you would find with Google, Amazon, or local online banking.

- Performed curricula updates in Degree Works and Smart Catalog.
- Attended Substantive Change Webinar through SACSCOC.

6. Special Projects

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

- Grants Development and Management
 - The College is crafting a proposal for the U.S. Department of Education Predominantly Black Institutions (PBI). The primary eligibility criteria to submit a proposal for PBI is that African Americans make up at least 40% of the student population. Currently, the College's African American student population represent 49% of the total student population. The College proposal is crafted to address the dynamic needs of African American males to improve successful outcomes as measured by retention, persistence, graduation and job placement rates. The PBI proposal is due June 28, 2021.
 - The College is finalizing the proposal for the U.S. Department of Education Title III funding opportunity. Title III is grant funding designed to strengthen institutions. The draft title of the proposal is, "Increasing Capacity to Improve Equitable Outcomes and Student Success." The proposal will be submitted by the deadline of July 13, 2021.
 - On May 28, 2021, through Columns Fundraising, the College submitted a proposal for Ribbons of Hope funding of \$100,000 to upgrade furnishings for the Tender Tech Center on the Flint River Campus. Ribbons of Hope is an organization designed to invest in and to support women.
- To continue our work toward realizing the vision of "emerging as the preeminent technical college that prepares students to become globally work-ready," SCTC is reviving the six standing committees represent various facets of the College and the membership of the committees is reflective of the diverse faculty and staff voices. The current standing committees are as follows: Presidential Advisory, Community Engagement, Student Success, Facilities and Operations, Curriculum Management and Institutional Effectiveness. Annually, the Senior Leadership Team reviews the committee structure and adjusts the structure of the committees, as needed. The standing committees will meet at least twice during the Academic Year (AY). The first meeting for AY2022 is scheduled for Wednesday, September 22, 2021 and the second meeting is scheduled for Wednesday, March 23, 2021. Updates will be provided as they become available.

7. Student Affairs

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

- Spring 2021 enrollment was 5,185 (Spring Term 2020 was 5,419; down 4.3%)
- Dual Enrollment Spring Term 2021 was 1,222 (Spring Term 2020 was 1,529; down -20%)
- Summer Term 2021 enrollment was 3,194 until the no show drop yesterday and now is 2,813 (Summer Term 2020 was 2,785; increase of 1%) Mr. Gettinger inquired if the no shows for Summer were typical. Dr. Johns stated that no shows for this Summer term were unusually high. The College is researching to determine the reason but believe that some could be contributed to the newly required Okta single sign on. There may not have been enough time to ensure that information about this requirement reached students prior to the term start date. Mr. Gettinger stated that companies offering sign on bonuses could also be a factor (i.e.

- \$2,000 sign on bonus with Caterpillar). Dr. Johns stated that currently the College is fifth in the State for enrollment and that the System average is down 2.1%.
- Dual Enrollment Summer Term 2021 is 180 (Summer Term 2020 was 222; down 18.9%)
- Traditional Summer Term enrollment is up 18.3%
- Student Life
 - Georgia Occupational Award of Leadership (GOAL) College Winner named Elena Cohn, Industrial Systems Technology (Nominating Instructor, Johnny Dodson) on March 19. Regional winners were announced on May 10, and the State Competition was held May 17-21. (Finalist)
 - Commencement was held on May 11, 2021 at 10 am and 2 pm at Ellis Crossing (268 participants). Dr. Johns thanked Board members for attending in the graduation ceremonies.
 - Drive-In Movie event was held on June 10 at Ellis Crossing
- CARES Act Funding
 - CARES1-\$1,956,144.00
 - CARES2-\$1,956,144.00
 - CARES3-\$7,701,728.00
- Job Placement/Graduate Reporting
 - AY2019 In-field job placement rate was 88.2%; AY2020 was 81.4%
 - AY2019 Total job placement rate was 99%; AY2020 was 97.2%
 - AY2020 Graduation Rate was 83%; AY2021 was 78.1%
 - AY2020 Unduplicated Awards-total 2,301; AY2021 total 2,307 (second highest in the System)
 - AY2020 Duplicated Awards-total 3,838; AY2021 total 3,464 (second highest in the System)

8. Executive Vice President

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

- The Economic Development Division has served 60 companies and generated \$285,053 in revenue. The expectation is to finish the year with over \$300,000 in revenue.
- The Manufacturing Basics class began on June 7 at the Butts Center with five students from Jackson High School.
- The Welding class for Clayton County Corrections is in progress and going well.
- The Welding class with Goodwill of North Georgia began at the Henry Center on June 14.
- The Six Sigma Green Belt class began at Ellis Crossing on June 7 with employees from Sefcor (Griffin) and Scholle (Peachtree City).
- Driver's Education classes began in Griffin on June 7 and with another class scheduled for June 21. Both classes are full with 15 students.
- Certified Nurse Assistant classes have been completed with WellStar with all nine students passing the certification exam. Upson Regional Medical Center students also had a 100% pass rate.
- A two-session introductory Drone class is scheduled for July that will be held in Griffin. Other upcoming classes include Excel classes for American Woodmark and Phlebotomy and Leadership classes with Upson Regional Medical Center.

I. PRESIDENT'S UPDATE

Dr. Thomas began with the presentation that will be provided during a College-wide meeting this afternoon. The presentation includes a five-year look back for key performance indicators. These graphs show that Adult Education and Economic Development were the hardest hit during the pandemic while the Foundation was able to fundraise successfully despite the pandemic. Scholarship awards were down due to the availability of other funding assistance (i.e. CARES). Highlights for FY2021 included program accreditations/reaccreditations, launch of new programs, a One Stop Shop created with the Griffin Campus renovation, Tiger Care Cabinet established, Men's basketball team made it to GCAA Quarterfinals, a Gold medalist for SkillsUSA, and national recognition from NISOD (employee awards and the 2021 Most Promising Places to Work).

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 property will provide College signage very near a major thoroughfare.

The Open House for the newly renovated One Stop customer service area for Student Affairs will be held August 18, 2021. This event will include the reveal of the Presidential Wall in the rotunda.

Dr. Thomas closed with announcing her retirement effective February 1, 2022. Her last day on campus will be December 23, 2021 and will enter leave status for January. Dr. Thomas stated that she is proud of the growth that has occurred over the last six years and while she contributed to driving the train hard, it was a strong team that made it happen. Ms. Dean took the opportunity to thank Dr. Thomas for her service since this was Ms. Dean's last meeting as a member of the Board of Directors.

J. ADJOURN

The next Board of Directors meeting will be held on July 21, 2021 at 7:30 a.m. on the Griffin Campus. Ms. Dean thanked the Board members and College for their support. There being no further business, the meeting was adjourned at 9:25 a.m.

Dr. Alvetta Peterman Thomas, Executive Secretary