



BOARD OF DIRECTORS MEETING  
Webex  
February 16, 2022  
7:30 a.m.

MINUTES

Present:

David Campbell

Erin Cook

Rebecca Hadley-Catter

Roger McDaniel

Michael Powell

John Rainwater

Jeff Tarrant

Chris Williams

Stone Workman

Absent:

Kyle Fletcher

Keith Gettinger

Keith Simmons

Staff Members:

Dr. Ryan Foley

Stacy Acey

Dr. Mark Andrews

Barbara Jo Cook

Dr. Chris Daniel

Steve Hendrix

Dr. Xenia Johns

Dr. Steve Pearce

Kim Santerre

**A. CALL TO ORDER**

David Campbell called the meeting to order at 7:33 a.m. and welcomed everyone to the meeting.

**B. APPROVAL OF AGENDA**

Roger McDaniel made a motion to accept the agenda as presented, Michael Powell seconded, and the Board voted unanimously to accept the agenda.

**C. APPROVAL OF MINUTES FROM LAST MEETING**

John Rainwater made a motion to approve the minutes of the January 19, 2022, meeting as presented in the Board materials, Mr. Powell seconded, and the motion was unanimously approved.

**D. OLD BUSINESS**

No old business.

**E. NEW BUSINESS**

No new business.

**F. COLLEGE REPORTS**

**1. Academic Affairs**

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

- The Dental Assisting program is up for reaccreditation this year by the Commission on Dental Accreditation (CODA). An extensive self-study of the program has been submitted to CODA. The College will undergo a site visit on April 14 and 15, 2022.
- The Respiratory Care program is also up for reaccreditation this year by the Commission on Accreditation for Respiratory Care (CoARC). A self-study of the program was submitted to CoARC. Once the Commission has reviewed the self-study, a site visit date will be set.
- The College's Forensic Science program has been invited to work with the Cold Case Research Institute in reviewing cold cases. The class will research a 30-year-old case and provide information that may assist in solving the case. The Executive Director of the Institute, Sheryl McCollum, spoke to the Forensic Science class on February 10 to introduce the first cold case.
- The American Association of Community Colleges has submitted a Good Jobs Challenge grant application in partnership with Southern Crescent Technical College and several other technical colleges across America. If the grant is awarded, the College will use the funds to develop a Financial Technology (FinTech) program. Lincoln Parks, a SCTC Foundation Trustee, has been very helpful with this initiative.
- Eighteen of twenty-six graduates from the most recent Practical Nursing graduating class have taken the NCLEX exam. All eighteen have passed.
- Morgan Morris, a graduate from our Website Design/Development program, recently designed the cover for the 2022 Butts County Chamber of Commerce publication.
- The Radiologic Technology program presented at the last Board meeting has been approved by the State Board and will be available in the Fall.
- Mr. Campbell congratulated all the team members who have worked hard to ensure the College's students continue to be exposed to great opportunities.

## 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, 2021 through January 31, 2022 (FY2022). A financial overview and brief explanation of this statement includes:
  - The final budget is \$29,724,490.00. Ms. Acey stated that she will be amending the budget to increase three areas this month: miscellaneous revenue, continuing education, and application fee.
  - FY2022 Current Year Revenue is \$17,096,152.91 less receivables (\$23,541.14) provides a total adjusted revenue of \$17,072,611.77. Revenue compared to budget is 57.52%.
  - Comparative data for FY2021 current year revenue is \$16,825,276.80 as reported on January 31, 2021. The variance between FY2022 and FY2021 current year revenue is an increase of \$270,876.11 in reported revenue for FY2021.
  - Actual Expenditures total is \$16,005,221.35 comprised of 86.01% in personnel expenses and 13.99% in operating expenses. Expenditures compared to budget is 53.85%.
  - Comparative data for FY21 actual expenses is \$15,041,535.62 as reported on January 31, 2021. The variance between FY22 and FY21 actual expenses is an increase of \$963,685.73 for FY22. The majority of this increase is from personnel expenses.
  - This financial statement indicates the College's current year (CY) funds available for this report is \$1,067,390.42. Prior year reserves less prior year outstanding receivables total

\$2,177,446.50. Current year and prior year total funds available for the period July 1, 2021 through January 31, 2022 is \$3,244,836.92.

- Comparative data for FY2021 total funds available as reported on January 31, 2021 was \$3,765,466.08, a \$520,629.16 increase in FY2022 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	\$8,779,789.58	\$483,037.82	\$4,537,147.98
Encumbrances	\$5,752,049.64	-	-
Last Day to Draw funds	August 16, 2022	November 7, 2022	August 16, 2022

- The College will be submitting a request for an extension to allow more time expend the funds that have been encumbered. Mr. Campbell inquired about the student monies remaining. Ms. Acey explained that those funds are used to pay balances as well as direct payments to students. The direct payments to students can be used in any way they see fit. Dr. Johns explained that a payout chart was created for the direct payments and was based on credit hours, ranging from \$300-\$600. There is also a process in place for students to request emergency funding that would be related to COVID issues. The Minority Serving Institution funding has also been used to pay student balances. Ms. Acey provided a brief explanation of the status of reserve funds and local funds.

### 3. Adult Education

Steve Hendrix reported on the Adult Education area as follows:

- Enrollment stands at 593 students and a Measurable Skills Gain of 36.09%. Our goals for the year are 1,200 enrolled students and a 51.6% MSG percentage.
- There have been 47 students obtain their GED since July 1, 2021.
- During FY2022, there have been 38 Adult Education students who applied to the College. Nineteen of those students have already registered for classes.
- The Adult Education program is collaborating with Economic Development to offer a Forklift training, an Integrated Education and Training (IET), to our Adult Education students in February and efforts made to help them find employment with these new skills. Plans are underway for the third quarter training.

Mr. Campbell stated that the increase in numbers speaks volumes regarding the efforts from the Division.

### 4. Institutional Advancement

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

- The Southern Crescent Technical College Foundation received donations of \$27,000 from external donors for student scholarships.
- Applications for summer term scholarships closed on January 31, 2022, and reviews are being conducted.

- The Foundation applied for a grant from the Price Gilbert Charitable Fund requesting \$30,000 to purchase and install SimCapture in one simulation room in the nursing simulation lab on the Flint River Campus. Funding will encompass three years' subscription service for the use and maintenance of this software and equipment. SimCapture is a turnkey audio/video software package that will be used to record, play back and store nursing simulation activities, which will greatly enhance teaching activities in the lab. The manikins that will be used in the lab were purchased through a USDA grant and compatible with the SimCapture software.
- It is the season for annual meetings for the Chambers of Commerce in our eight-county service area. The Henry County Chamber meeting was held on February 11, 2022. Dr. Foley and Dr. Daniel attended.
- The Southern Crescent Technical College Foundation's Drive "Fore" Education Invitational Golf Tournament is scheduled for October 6, 2022, at 8:30 a.m. at The Club at Shoal Creek in Griffin. Jack Bowdoin, Gail Gardner, and Ms. Cook recently met with Chris Platte, the new owner of The Club, to make plans for the tournament.
- The Foundation's Finance Committee met on February 10, 2022, and the Nominating Committee met on February 15, 2022. The Executive Committee and the Board of Trustees will meet on February 17, 2022.
- Ms. Cook concluded with a sincere thank you to the Board members for always saying "yes."

## **5. Institutional Effectiveness, Information Technology and Curriculum Management**

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

- The Division is working with all the College departments to close out outcome assessments and complete planning for the next year.
- The Institutional Effectiveness Committee is making plans to develop, organize and implement the Spring Professional Development meeting to be held on April 14, 2022. Dr. Daniel will be meeting with NAPE in an effort to book a keynote speaker.
- The College was able to use CARES funding to purchase 100 new laptops for the Student Loaner Program.
- Through the month of January, the Information Technology department has addressed 274 help desk tickets, averaging 69 per week. This department consists of a Chief Information Officer, two network specialists, a helpdesk coordinator, and four technicians when fully staffed.
- As an update on the upcoming Perkins Control Review that will take place on March 29, 2022, meetings have taken place with internal and external stakeholders as well as an equipment inventory and documentation review. Since this is a virtual meeting, the Division has formatted a section in TEAMS that allows all parties to submit the necessary documentation.
- For the PBI grants, both Director positions are being advertised and plans are to have them onboard by March 1, 2022.
- Round 3 of HEERF grant requests have been submitted for CARES funding. This includes \$7,701,728 for the student portion and \$7,233,706 for the institutional portion.

## **6. Student Affairs**

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

- Spring enrollment is 4,867 (down 6% from last Spring/System average is down 2.8%). The College will continue pushing for Minimester 2 enrollment, which begins March 10.
- Dual enrollment is 1,039 (down 14% from last Spring/System average is up).

- Mr. Campbell inquired about the job placement numbers reported in the Board materials. Dr. Johns explained that those numbers would continue to increase as data continues to be entered until the reporting deadline of September 15.
- The College hosted a Valentine's party on February 11. This was a well-attended and a fun family event.
- Commencement exercises will be held on May 10, 2022 at 10:00 am and 2:00 pm at the First Assembly of God Church in Griffin.
- Preparations have begun for a Career Fair.
- Dr. Johns stated that she is excited about Hannah Staley representing the College for the GOAL program at the upcoming regional (February 24) and state (April 25-27) competitions.
- Basketball schedule is online (<https://www.sctech.edu/athletics/mens-basketball-schedule/>).

## 7. Executive Vice President

Dr. Mark Andrews reported on the Executive Vice President area as follows:

- Thus far this year, the Economic Development Division has served 64 companies and generated \$209,049 in revenue.
- Bonduelle (formerly Ready Pac) has electrical control classes being conducted at the plant in Jackson that began January 11.
- Georgia Bone & Joint has six Leadership classes at the Center of Innovation in Fayetteville that began February 10.
- The Division will conduct a 100-Hour Welding class at the Henry County Jail, which began February 14. The College is utilizing the Technical College System of Georgia's mobile welding lab for this training.
- Driver's Education classes will be held at Ellis Crossing in Griffin beginning on February 21.
- A Leadership series for Gerresheimer in Peachtree City will begin on February 22 consisting of 24 classes.
- Excel computer classes will be held at American Woodmark in Jackson on February 23-24.
- Certified Nurse Assistant classes will begin in March on the Griffin Campus for WellStar Spalding.
- The Division will conduct a 150-Hour Welding class at Spalding County Corrections beginning in late February or early March.

## G. PRESIDENT'S UPDATE

- Dr. Foley provided an update on COVID cases that have been reported (~40 cases in January and only 3 thus far in February). The trend looks like it has peaked. The College will continue to follow precautions until the Georgia Department of Public Health provides additional guidance.
- The College is in the programming stage for the Henry County Center for Education and Entrepreneurship. Bids from construction companies are expected soon.
- The legislative session began on January 10. Governor Kemp has submitted an amended budget for FY2022 and his proposed budget for FY2023. The plan for this fiscal year includes a \$5,000 pay increase for all full-time state employees. The \$5,000 would then be annualized (paid over 12 months) in the next fiscal year. This means a \$1.3 million increase to the personnel budget on an annual basis. The State will fund approximately half. The remainder would need to be covered by local funds. The College will need to be intentional for the future when filling positions.
- The College needs to begin planning for beyond CARES funding. Students have become accustomed to receiving monies and not having to pay balances not covered by financial aid. This

is bound to have an effect once CARES funding is no longer available. Aggressive marketing campaigns will be needed to get and keep enrollment up.

- The College has begun a “Make Summer Count” campaign and set an enrollment goal of 2,900 and an average credit hour count at 7.3 hours per student. Retraining advisors to ensure that they let students know the advantages for taking a full credit load.
- Mr. Campbell provided an update on the Presidential Search. The Stakeholder Selection Committee will hold interviews on February 18 and will send three names up to the Technical College System of Georgia. A second round of interviews will take place in the next month or so and the Commissioner will ultimately make a recommendation to the State Board.

## **H. ADJOURN**

Mr. Campbell thanked the Board for agreeing to meeting via WebEx this month and appreciates your support and attendance as well as the hard work and commitment of the College staff to provide data and information during these meetings. The next Board meeting will be held in person on March 16, 2022 at 7:30 a.m. on the Griffin Campus. There being no further business, the meeting was adjourned at 8:23 a.m.

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Dr. Ryan W. Foley, Executive Secretary