



BOARD OF DIRECTORS MEETING
Griffin Campus
June 15, 2022
7:30 a.m.

MINUTES

Present:

David Campbell
Erin Cook
Kyle Fletcher

Keith Gettinger
Rebecca Hadley-Catter
Roger McDaniel

Michael Powell
John Rainwater
Chris Williams

Absent:

Keith Simmons

Jeff Tarrant

Stone Workman

Staff Members:

Dr. Irvin Clark
Stacy Acey
Dr. Mark Andrews
Barbara Jo Cook

Dr. Chris Daniel
Steve Hendrix
Dr. Xenia Johns
Dr. Steve Pearce

Anna Taylor
Jean Cash
Kim Santerre (Webex)

A. CALL TO ORDER

David Campbell called the meeting to order at 7:35 a.m. and welcomed everyone to the meeting.

B. APPROVAL OF AGENDA

Chris Williams made a motion to accept the agenda for the May 10, 2022 meeting as presented, Michael Powell seconded, and the Board voted unanimously to accept the agenda.

Roger McDaniel made a motion to amend the agenda for the June 15, 2022 meeting to include the election of a new Chair for the Nominating Committee as well as the election of two new members to the Nominating Committee under New Business after the election of officers. John Rainwater seconded, and the Board voted unanimously to accept the agenda.

C. APPROVAL OF MINUTES

Mr. Powell made a motion to approve the minutes of the March 16, 2022, meeting as presented in the Board materials, Keith Gettinger seconded, and the motion was unanimously approved.

Mr. Rainwater made a motion to approve the minutes of the May 10, 2022, meeting as presented in the Board materials, Mr. Williams seconded, and the motion was unanimously approved.

D. OLD BUSINESS

No old business. Mr. Campbell took this opportunity to thank Dr. Chris Daniel for providing information on the Perkins grant and Steve Hendrix for the information provided after the last meeting regarding talking points on the Adult Education Division.

E. NEW BUSINESS

1. Election of Officers

Mr. McDaniel provided the slate of officers to include:

David Campbell as Chair (Second Term) – Motion by Mr. Williams, seconded by Mr. Rainwater, and unanimously approved.

Rebecca Hadley-Catter as Vice Chair (Second Term) – Motion by Mr. Williams, seconded by Kyle Fletcher, and unanimously approved.

2. Election of Nominating Committee Chair

Mr. McDaniel discussed the current make-up of the Committee and since he is rolling off the Board, the Committee will need a new Chair. Since Mr. Powell has been serving on the Nominating Committee for some time, Mr. McDaniel made a nomination in the form of a motion for Michael Powell to serve as Chair of the Nominating Committee. Rebecca Hadley-Catter seconded, and the motion was unanimously approved.

3. Election of Nominating Committee Members

Mr. McDaniel discussed the duties and time commitment of the Nominating Committee.

Mr. McDaniel opened the floor for volunteers. John Rainwater and Erin Cook volunteered.

Mr. McDaniel made a motion to accept both volunteers to the Nominating Committee, Mr. Powell seconded, and the motion was unanimously approved.

Mr. Campbell mentioned that one of the first items of business for the Nominating Committee will be for an appointment of a Vice Chair-Elect and he thanked Mr. Rainwater and Ms. Cook for agreeing to serve in this capacity.

4. Approval of the FY2023 SCTC Board of Directors Meeting Schedule

Mr. Campbell presented the meeting schedule for FY2023 as presented in the Board materials. After a brief discussion, a determination was made to allow for the possibility of some meetings during the year to be held virtually. Ms. Hadley-Catter made a motion to approve the dates presented in the Board materials with flexibility in modality, Mr. Gettinger seconded, and the motion was unanimously approved.

5. Special Recognition

Special recognition was tabled until the President's update portion of this meeting.

6. Program Updates

Endoscope Reprocessing Technician (ERT1) Technical Certificate of Credit

Dr. Pearce presented this Technical Certificate of Credit for consideration. This program is more specialized than what is currently offered and there is definitely a market for this technician as

evidenced by the request for the program offering. Mr. Powell made a motion to approve the program as presented, Mr. Rainwater seconded, and the motion carried.

F. COLLEGE REPORTS

1. Academic Affairs

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

- In the Spring semester, 38 Associate of Nursing Degree students graduated. To date, 16 of those students have taken and passed the licensing exam, the NCLEX-RN. The other students have registered for the exam and will be completing in the next few weeks.
- The College is looking forward to the addition of some new dual enrolled programs this year. At the Griffin Region College and Career Academy, the College will be offering Culinary Arts and Early Childhood Care and Education. In Fayette, offerings will include the Small Unmanned Aircraft Systems (Drone), and in Henry County, Emergency Medical Technician is planned. Mr. Rainwater inquired and Dr. Pearce elaborated on the locations that the EMT program is offered and the fact that it is expected that there would be enrollment to sustain multiple locations.
- For several years, Southern Crescent Technical College and Kendal College in England have participated in a study abroad exchange program. For the past two years, that program was suspended because of COVID-19. The Colleges is hopeful that the exchange program will be able to resume this year. This program has always been a great experience for the students who have participated. Funds raised at the Food and Wine Pairing events cover the expenses of the students who participate.
- Southern Crescent Technical College is preparing for Fall eCampus participation. The College has offered to teach several classes in the Fall and are awaiting a response from the Technical College System of Georgia. Once they have received all the college requests and offers to teach, they match the colleges. Once that match has been made, the colleges work together to enroll and teach the students.

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 May 31, 2022 (FY2022). A financial overview and brief explanation of this statement includes:
 - The final budget is \$31,246,605.00.
 - FY2022 Current Year Revenue is \$28,068,098.31 less receivables (\$86,831.75) provides a total adjusted revenue of \$27,981,266.56. Revenue compared to budget is 89.83%.
 - Comparative data for FY2021 current year revenue is \$25,721,949.78 as reported on May 31, 2021. The variance between FY2022 and FY2021 current year revenue is an increase of \$2,346,148.53 in reported revenue for FY2021.
 - Actual Expenditures total is \$26,543,766.33 comprised of 86.05% in personnel expenses and 13.95% in operating expenses. Expenditures compared to budget is 84.95%.
 - Comparative data for FY2021 actual expenses is \$25,103,577.57 as reported on May 31, 2021. The variance between FY2022 and FY2021 actual expenses is an increase of \$1,440,188.76 for FY2022.

- This financial statement indicates the College's current year (CY) funds available for this report is \$1,437,500.23. Prior year reserves less prior year outstanding receivables total \$2,446,953.91. Current year and prior year total funds available for the period July 1, 2021 through May 31, 2022 is \$3,884,454.14.
 - Comparative data for FY2021 total funds available as reported on May 31, 2021 was \$2,571,140.89; an increase of \$1,313,313.25 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.

CARES Funding	Institutional*	Minority	Student
Grant Award to Date	\$15,819,937.00	\$1,510,433.00	\$11,614,016.00
Remaining Balances	\$7,465,031.73	\$7,044.80	\$2,181,694.14
Encumbrances	\$4,436,660.28	N/A	N/A
Grant Expiration Date	June 30, 2023	June 30, 2023	June 30, 2023
Last Day to Draw funds	October 30, 2023	October 30, 2023	October 30, 2023

*Balance of Institutional funds less encumbrances = \$3,028,371.45

- Ms. Acey included in the Board materials the proposed FY2023 Annual Operating Budget. The fiscal year runs from July 1, 2022 through June 30, 2023. The state funds are approved by the Governor through the appropriations bill and each college receives a portion of the allocation through the Technical College System of Georgia. The Technical College System of Georgia uses variables (i.e., enrollment, square footage, credit hours, graduation initiatives, and dual enrollment) to determine each college's allocation. The other component of the operational budget is local revenue through tuition and fees, and revenue from business/industry and continuing education. The Southern Crescent Technical College allocation from state funds for FY2023 is \$15,324,229. Tuition and fees is based on 3,500 headcount and 41,000 credit hours for the fall and spring semesters. Projected expenses total \$28,914,229. Ms. Acey requested that the FY2023 Annual Operating Budget be approved as presented. Ms. Hadley-Catter made a motion to approve, Ms. Cook seconded, and the motion carried.

3. Adult Education

Steve Hendrix was attending the EAGLE Conference but provided the following report on the Adult Education area as follows:

- Current adult education enrollment is 802.
- Current Measurable Skill Gain (MSG) percentage is 45.49%.
- Goals for the year are 1,200 enrolled students and a 51.6% MSG percentage.
- Ninety students have obtained a GED since July 1, 2021. This is a 60% improvement.
- During FY2022, 62 Adult Education students have applied to the College. Thirty-nine of those students have registered for classes. Transition to credit continues to be an important goal for the Division. The College is offering incentives (scholarship to cover test costs) if students reach certain goals.
- The local Certified Literate Community Partner (CLCP) in Spalding County gave the College \$3,000 to support GED testing for those that meet the qualifications.
- Any help that you can provide to spread the word about the GED/HiSET programs is appreciated. Encourage employers to increase or instill educational level requirements for their workforce.

4. Institutional Advancement

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

- Ms. Cook and Dr. Clark will meet with the Rotary Club of Peachtree City tomorrow and will be accepting a check for \$6,000 for scholarships (\$2,000 towards GED scholarships) for students from Fayette County.
- During the professional development day at the College on April 14, 2022, the Foundation kicked off the FY2023 Internal Tiger Campaign. All full-time faculty and staff were randomly placed on a team for some spirited competition. Part-time employees were encouraged to participate in the campaign. At the end of the campaign, the members of the fifteen teams pledged a total of \$56,890 with 85% participation for student support. Last year the team members pledged \$41,827.40 with 74% participation. Eighty-one faculty and staff pledged 1% of their salaries to be members of the President's One Percent Club. The winning team during the campaign was the XeniaNators led by team captain, Dr. Chris Daniel. This team pledged \$7,387.12. Team members who participated will receive a catered lunch with Dr. Clark, a parking space on the campus of their choice, and a tuition scholarship named in the team's honor.
- The Executive Committee and the Board of Trustees of the Foundation met on May 19, 2022. Dr. Randy Peters, former President of Southern Crescent Technical College, was approved to become a member of the Southern Crescent Technical College Foundation. The officers for the next term were approved as follows: Chair, Jack Bowdoin; Vice Chair, Gordon Dixon; Secretary, Gail Gardner; and Treasurer, Sharon Ponder. The Foundation also approved the transfer of \$992,446.34 from the Dundee Community Association donation to the College to help defray the costs of the renovation of the Culinary Arts Lab. In addition, the Foundation approved supplementing the \$10,000 from the Price Gilbert Fund with \$12,865.53 to purchase SimCapture Training Software for the ASN Nursing Lab on the Flint River Campus.
- The Drive "Fore" Education golf tournament is scheduled for October 6, 2022 at The Club at Shoal Creek in Griffin.
- Ms. Cook concluded with a sincere thank you to the Board members for always saying yes when an "ask" is made.

5. Institutional Effectiveness, Information Technology and Curriculum Management

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

- The FY2022 Perkins Final Budget Amendment was submitted and approved. This is an end of year cleanup for unspent funds. The College was able to move \$46,000 to equipment.
- The College has begun the SACSCOC narrative review process. The Senior Leadership serves as the Steering Committee and will be meeting weekly through August to finalize the narratives.
- The Institutional Effectiveness Division is in the process of preparing documentation for SACSCOC on four substantive changes. The relocation of the Fayette Center of Innovation to the Booth Middle School, closure of an outdated Technical Certificate of Credit in Networking, and two new programs. Various college departments are also working on narratives for the 10-year reaffirmation and the QEP writing team will participate in an orientation to begin the process of developing the next QEP covering first-year experience.
- The College is working on advisor rosters and reports for the summer Degree Works review for completers.
- Both PBI Grants have finished the first external evaluator review. The evaluator is Judy Taylor with JCCI Resource Development Services. Ms. Taylor was able to point out some items that

- the College will need to do to make these grants stronger, easier to assess, and comply with the requirements. Based on these reviews, the College will be submitting an update to the grant handler with the U.S. Department of Education.
- The College has been working with Ad Astra, our scheduling efficiency program. IT has completed all of the requirements for Ad Astra to receive daily uploads from Banner.
 - The State Board of the Technical College System of Georgia recently approved the purchase of a new Cisco Core Switch using CARES funds. This switch will be the main networking switch for the College and will replace the current switch that is 10 years old and reaching its end of life.
 - The Helpdesk processed a total of 156 tickets for May 2022 (Griffin – 89, Flint River – 26, Henry – 18, Ellis Crossing – 11, Butts – 0, Fayette – 7, Jasper – 0, Off Campus Adult Education – 2, Other – 3).

6. Student Affairs

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

- Offered her sincere congratulations to the XeniaNators during the Internal Campaign this year.
- Spring enrollment ended up with 4,995 students. Summer enrollment continues to increase with the enrollment currently at 3,061 (goal was 2,900 and is up 8.9%). The Division is already working Fall enrollment.
- Highlighted the upcoming events to include a Drive-In Movie Night recruitment event.
- Dr. Johns thanked the Board for their support.

7. Executive Vice President

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

- The Economic Development Division has served 93 companies and generated \$478,828 in revenue.
- The Division is working with Standard Textile in Thomaston on Industrial Systems classes at the plant.
- The Division is partnering with Georgia Bone & Joint on Leadership classes that are being held at the Fayette County Center of Innovation in Fayetteville.
- Certified Nurse Assistant classes are scheduled for June and July.
- Leadership classes are continuing with Upson Regional Medical Center on the Flint River Campus through June.
- The Division started a 100-Hour Welding class on the evening of June 6 at Jackson High School with ten students enrolled.
- An OSHA 10-Hour class will be conducted in late June at Sumika in Griffin.
- The next Driver's Education class will begin on June 13 in Griffin and another class will start on June 27 in Thomaston.
- Training already being planned in July and August.

G. PRESIDENT'S UPDATE

- Dr. Clark requested that Roger McDaniel join him at the podium where he presented Mr. McDaniel with a plaque and a clock made by Machine Tool Technology students to thank him for his nine years of service on the Board. Mr. McDaniel thanked the Board and Senior Leadership Team for their support over the years.
- Dr. Clark asked Dr. Mark Andrews to join him at the podium and honored him for 15 years of service to the College. Dr. Clark congratulated Dr. Andrews on his upcoming retirement.

- Dr. Clark stated that he plans to continue providing his bi-weekly reports. He is laser focused on touching each of the eight counties in the service delivery area regularly. Do not hesitate to contact him.
- Dr. Clark attended the funeral of Dr. Anthony Parker last Friday. He was the longest serving president at the Technical College System of Georgia and well respected. Please keep his family in your thoughts and prayers.
- College representatives met with Rivian regarding electric vehicle training yesterday at the Henry County Center. Thankful to receive their feedback on the lab area as well as expectations. It was a great opportunity to showcase what we do.
- The searches are ongoing for the Vice President for Economic Development and the Chief of Police.
- The College recently submitted, as a part of a consortium with the Technical College System of Georgia, for the Strengthening Community College grant. It is the third round of these types of grants and will be focused on Mechatronics. Expectation is to receive notification by January.

H. ADJOURN

Mr. Campbell thanked Dr. Clark for the bi-weekly updates. The next Board meeting will be held on July 27, 2022 at 7:30 a.m. There being no further business, the meeting was adjourned at 9:11 a.m.

Dr. Irvin T. Clark III, Executive Secretary