



BOARD OF DIRECTORS MEETING

Webex
March 14, 2024
7:30 a.m.

MINUTES

Present:

David Campbell
Erin Cook
Rebecca Hadley-Catter

Michael Powell
John Rainwater
Keith Simmons

Stone Workman

Absent:

Jeff Tarrant

Staff Members:

Dr. Irvin Clark
Stacy Acey
Barbara Jo Cook
Dr. Chris Daniel

Steve Hendrix
Dr. Xenia Johns
Kimberly Register
Ingrid Rider-Owens

Michael Shiver
Dr. Alan Stanfield
Anna Taylor
Kim Santerre

A. CALL TO ORDER

Stone Workman called the meeting to order at 7:40 a.m. and welcomed everyone to the meeting. Rebecca Hadley-Catter will assume Chairperson duties once technical difficulties are resolved.

B. APPROVAL OF AGENDA

Dr. Clark requested that since some Board members have a hard stop at 8:30 am that under Divisional Reports, Administrative Services report first to provide the financial statement. Stone Workman made a motion to accept the agenda as modified, after requesting if there were any other changes or additions necessary and hearing none, and the Board voted unanimously to accept the agenda.

C. APPROVAL OF MINUTES

Stone Workman made a motion to approve the minutes of the February 21, 2024, meeting as presented in the Board materials, after requesting if there were any changes or additions necessary and hearing none, and the Board voted unanimously to approve the minutes.

D. OLD BUSINESS

No old business.

E. NEW BUSINESS

No new business. Ms. Hadley-Catter assumed the role of Chairperson.

F. DIVISIONAL REPORTS

1. 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, 2023 through February 29, 2024 (FY2024). A financial overview and brief explanation of this statement includes:
 - The final budget is \$33,071,796.00.
 - FY2024 Current Year Revenue is \$23,685,097.04. Revenue compared to budget is 71.62%. This percentage increased due to the Financial Aid disbursement.
 - Comparative data for FY2023 current year revenue is \$21,800,584.37 as reported on February 28, 2023. The variance between FY2024 and FY2023 current year revenue is an increase of \$1,884,512.67 in reported revenue for FY2024.
 - Actual Expenditures total is \$20,518,223.96 comprised of 84.39% in personnel expenses and 15.61% in operating expenses. Expenditures compared to budget is 62.04%.
 - Comparative data for FY2023 actual expenses is \$20,025,322.55 as reported on February 28, 2023. The variance between FY2024 and FY2023 actual expenses is an increase of \$492,901.41 for FY2024. A majority of the increase is due to \$1,000 supplement for State employees and repairs from tornado damage and will be reimbursed by insurance.
 - This financial statement indicates the College’s current year (CY) funds available for this report is \$3,138,891.13.
 - Prior year reserves less prior year outstanding receivables total \$4,899,011.03. Current year and prior year total funds available for the period July 1, 2023 through February 29, 2024 is \$8,037,902.16.
 - Comparative data for FY2023 total funds available as reported on February 28, 2023 was \$6,687,527.59, an increase of \$1,350,374.57 in FY2024 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			
Description	Institutional*	Minority	Student
Grant Award to Date	\$15,819,937.00	\$1,510,433.00	\$11,614,016.00
Remaining Balances (G5)	\$433,658.36	\$0	7,932.32
Encumbrances	\$370,637.39	N/A	N/A
Grant Expiration Date	June 30, 2024	June 30, 2024	June 30, 2024
Last Day to Draw funds	October 1, 2024	October 1, 2024	October 1, 2024

*Balance of Institutional funds less encumbrances = \$63,020.97

Projected Carryover	
Funding Source	Amount
Tuition	\$1,682,500.00
Technology Fee	\$2,293,200.00
Continuing Education	\$619,000.00
Business & Industry	\$576,000.00
Bookstore	\$2,400,000.00
Total	\$7,570,700.00

Ms. Acey responded to questions from the Board regarding carryover funding limitations (15% of current year revenue) and justification requirements.

2. Academic Affairs

Kimberly Register reported on Academic Affairs as follows:

Library Statistics and Highlights

Service	Location		
	Flint River	Griffin	Henry
Door Counts	718	3029	359
Computer Usage	54	236	35
Instruction Sessions	0	5	0
Reference	3	4	0
Directional	0	8	24
Computer Assistance	7	18	17
Virtual Chats	0	10	1
Laptops Loaned	2	5	3
Laptops Returned	1	3	0

- In recognition of Black History month, Ms. Haley Swindle of Our Legacy Museum in Griffin spoke with participants about the cultural experiences and historical culture of the Griffin-Spalding African-American community.
- American Heart Month was recognized by Library program presenters. Tracey Saxton, UGA Cooperative Extension, spoke with participants about the importance of reducing stress to protect one's heart. Dr. Katherine Sylvester, PT of Operation Mist, spoke about the organizations use of personal monitoring devices for expectant mothers, and Tina Marie Marsden spoke about her experience with postpartum cardiomyopathy and life afterwards, relying on a life-saving left ventricular assistive device.
- Librarians were delighted as they hosted thorough library tours to groups of inquisitive Ola Middle School students.
- Page Turners Book Club advisors and members will close out the spring semester with their final book discussion this month. Copies of the current book are available for checkout at the Griffin and Flint River campus libraries, and at the Henry County Center Computer lab. Members will kick off the summer with new and exciting titles in May!
- A collection of interactive and informational resources was displayed in the libraries this month highlighting Black History Month and American Heart month.

Distance Education

- Developed a Quality Matters training plan for Professional Development Day.
- Conducted Blackboard orientation at the Griffin Region College and Career Academy.
- Worked with GVTC to create a self-enroll link for FYE of the Tiger organization.
- Worked with Registrar's Office to revise the Online Graduation Workshop.
- Answered 413 Student Helpdesk tickets and 20 Faculty Helpdesk tickets.

Tutoring Center

- The Tutoring Center has partnered with the Equity from the Start and KOBE programs to offer monthly study hall sessions for their students.

Academic Programs

- Dr. Maloof, Biology Instructor, is presenting about General Education programs and health sciences programs at the Youth Leadership Summit in Henry County on Saturday, March 16, 2024. Adam Grubbs is presenting about the paralegal program.

- Three Culinary Arts student study abroad scholarship recipients (Sybil Hill, Rebecca Talley, Sherry McNeal-Ford) and Chef Krinsky traveled to Kendal College in Kendal, Cumbria, United Kingdom on March 2.
- Culinary arts students will now have the opportunity to complete internship hours at the Tender Tech Childcare Center at the Flint River Campus.
- Three former Paralegal students are completing their degrees at Clayton State University. One former student is in the process of enrolling in graduate school. Local law firms have expressed interest in sending their employees to SCTC's Paralegal program.
- The Dental Assisting program recently received word from the Commission on Dental Accreditation that our program has been reaffirmed without reporting requirements.
- The December 2023 graduating Practical Nursing cohort of 24 students have all taken and passed the NCLEX-PN on their first attempt for a 100% pass rate reported by the Georgia Board of Nursing.



- The Welding program coordinator, Chris Patterson, was given the 2023 Atlanta Welding Society (AWS) Educator award. This award was presented to him in early March by Mr. Robert Trudelle who is the Chairman for the area.

- The new paramedic ambulance simulator was delivered and installed at the Fayette County Center and has proven to be a great tool to provide real world scenarios to our EMT students at that location.



- The College has an exciting initiative called Talent Strong STEM where we are encouraging high school juniors to begin this Industrial Manufacturing AAS pathway in the evenings taking hybrid courses at various campus locations. The Talent Strong STEM/Advanced Manufacturing Pathway Learning Community through SCTC's Evening Dual Enrollment Program for high school juniors will begin fall 2024. Program courses will include ENGL 1101 Composition and Rhetoric (Fall 2024), IDSY 1101 DC Circuit Analysis (Spring 2025), IDSY 1105 AC Circuit Analysis (Summer 2025), MATH 1103 Math Modeling (Fall 2025), and EMPL 1000 Interpersonal Relations and Professional Development (Spring 2026). Program highlights:
 - Industry partners will be invited to provide insights into STEM careers in Advanced Manufacturing. Additionally, students will partake in a tour at Georgia Tech and various industry locations to gain exposure to STEM careers in advanced manufacturing. A summer session will incorporate a STEM Camp as part of the overall on-campus experience at SCTC.
 - Classes are scheduled to commence at 4:00 pm (ending at 6:30 pm) and will be offered in a Hybrid format.
 - Transportation will be facilitated by the College for students to SCTC's Henry County Campus. Post-classes, students will be transported to their homes.
 - The Learning Community will integrate classes in English, Math, and EMPL, with assignments emphasizing STEM careers in advanced manufacturing.

3. Adult Education

Steve Hendrix reported on Adult Education as follows:

- **FY2024 Goals and progress:**
 - Enrollment – 1588; current number of NRS students – 1032 (more than 19% higher than last year at this time).
 - Measureable Skill Gain (MSG) Percentage – 46%; current MSG percentage is 34.22%.
 - IET Participants – 35; current number of completions – 18. There are 13 enrolled in classes right now.
 - High School Equivalency (HSE) – 165; current number of HSEs earned – 59. Credit for 7 more that completed their classes in FY2023 but passed the exam in FY2024 for a total of 66.
 - Career Plus Students – 25; current number of enrolled students – 9 (taking classes) with an additional student awaiting transcript evaluation.
- There are currently 2 students taking the CNA fast-track course and are on the third week out of four. A second cohort for Early Childhood Basics has 11 students registered for this program. Nine of them are currently enrolled in the Adult Education program and two are from local childcare providers. The College is using the DECAL grant to cover all of their expenses.
- A new part-time instructor for evening classes has just been hired for Spalding County. He is in the training phase now and will begin teaching in a few weeks. The Division also interviewed and selected a part-time Administrator for Henry and a part-time Administrator for Griffin. There has been so much growth in Henry County, this position was needed to help sustain it.
- There is an exciting opportunity for Adult Education students. The Division is running a 50 Days = 50 GEDs promotion. In an effort to increase the number of GEDs, we are trying to encourage students to go ahead and take the GED test. Any student who earns their GED between February 29 and April 18 will have their name entered into a drawing for a prize. A few gift cards have been secured to hand out as prizes. Anyone that would like to contribute to the prizes, please let me know! Mr. Hendrix thanked Michael Powell for donated gift cards. Keith Simmons offered kudos for this innovative idea.
- Interviews for an ESL morning instructor for Henry County will be held soon! The search continues for an ESL evening instructor for Upson County.
- Efforts continue to reach out to 53 potential students who started the enrollment process (since December 16) but never finished it.
- The Division had the first GED graduate from the Stockbridge location on February 29.
- Flint Energies made a donation towards GED scholarships for students from Upson County - \$2,655. The College is very appreciative of their support.

4. Economic Development

Ingrid Rider-Owens reported on the Economic Development area as follows:

- FY24 year-to-date, the Economic Development Division has trained 1,574 individuals in continuing education courses for a total of 22,476 hours resulting in revenue totaling \$201,319.00 and 374 individuals for 22 companies for a total of 2,666 hours trained. This resulted in revenue totaling \$103,447.00.
- The Summer Pre-Apprenticeship Program will be offered in Spalding, Henry, Butts and Upson counties. Various government entities, companies, small businesses, chambers, boards and others have committed to hiring students. Meet and Greet events will be held in the upcoming weeks. While this initiative targets juniors and seniors in these four counties, all are welcome from the eight-county service delivery area.

- Several agencies and school districts are interested in partnering to offer a Manufacture Ready program. The course would be open to high school students and offered during the summer. The curriculum would include OSHA 10-Hour Safety, Forklift Operator Safety, Employability Skills, Basic Mechanical and Electrical Skills, and Mock Interviews and Resume Building.
- The 100-hour welding certification program will begin on March 15 at Spalding County Correctional Institution in partnership with Three Rivers WorkSource.
- Welding training will be offered in the upcoming weeks as a customized and continuing education course.
- Multiple classes are currently scheduled for industry partners.
- The current CNA cohort in partnership with WellStar will be March 26 through May 8 and has nine students have enrolled.
- The demand for Driver's Ed classes has increased and additional sessions will likely be required.

5. Institutional Advancement

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

- Another new initiative that the College is really excited about is the Amazon Entrepreneurship Learning Community, an evening dual enrollment program for high school seniors in Henry, Butts, and Upson counties. In Henry County, focus is on Logistics and Supply Chain Management; in Butts County, focus is on CDL; and in Upson County, focus is on Cosmetology. These students will start this summer, take a fall class, a spring class, a summer class, and then in fall of 2025, they will complete the remaining courses to earn a TCC in their respective area and a TCC in Basic Entrepreneurship Skills. While there are students, they will have access to the SCTC Entrepreneurship Centers. There is a Center in Butts and Henry counties and one will be opening soon in Upson County. The classes will be offered in a hybrid format with a minimum of eight students for each cohort. Once they finish the program, they will be eligible for a \$300 stipend courtesy of a donation from Amazon. The hope with this Entrepreneurship Learning Community is to get our students excited about being entrepreneurs at a young age.
- Last month some of the members of the Executive Council attended the annual Griffin-Spalding County Chamber of Commerce awards dinner and the annual Jasper County Chamber of Commerce awards dinner. At the Jasper County dinner, Walter Smith, Owner of Smith and Sons Funeral Home in Monticello and a member of the Southern Crescent Technical College Foundation, was recognized as the recipient of the Business of the Year Award. On March 7, 2024, members of the Executive Council attended the annual Butts County Chamber awards dinner.
- The second annual Educator Externship will be held on June 11-14, 2024. Three educators from each of the eight counties that the College serves will participate in the program. Time will be spent understanding the local economy and exploring career opportunities in our industrial and allied health sectors. While at industry and medical sites, educators will meet with key leaders to learn about the mission and vision of the company, participate in a tour, and shadow employees in key occupations. The educators will be nominated by their school superintendents and upon completion of the program, the educators will receive a stipend made possible by a donation from Georgia Power.
- The date for the 2024 Food and Wine Pairings is April 18, 2024, and the event will be held in the Frank and Constance Allen Johnson Event Center on the Griffin Campus at 5:30 p.m. Corporate sponsorships for a table for eight are available for \$1,250, and individual tickets are available for \$90.00. There are only a few tickets still available for this event.

6. Institutional Effectiveness

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

- The FY2024 Perkins Grant Four-Year Plan was submitted one week before the due date. The carryover amendment has been approved by the Technical College System of Georgia. This amendment moved \$128,000 to equipment. Currently, the Division is working on the Perkins Improvement Plan and the FY2025 Budget.
- Updates from the PBI Grants include:
 - The Equity from Start to Finish - Visited Eagles Landing High School spoke with 33 students with 12 expressing interest in the following programs: Architectural (1), Aviation/Drone (2), Dental Assisting (1), Commercial Truck Driving (2), Industrial Systems (2), Machine Tool (1), and Welding (3).
 - KOBE - Served 80 students, two faculty members have participated in AVID training thus far, and four faculty have already participated in Quality Matters training with five others scheduled to be trained.
- Information Technology is performing computer replacements at the Henry County Center. Staff laptops purchased in 2019 are being replaced based upon the five-year replacement plan.
- There were 262 help desk tickets completed in February (average of 9 tickets/day).

7. Student Affairs

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

- Enrollment for spring is at 6,287 (18.2% increase over last spring and the highest enrollment to date).
- Dual enrollment for spring is 2,097 (36% increase over last spring and the highest enrollment to date).
- Credit hour production for spring is 50,869 (22.8% increase over last spring and the highest credit hour production to date).
- Traditional student enrollment is up 11%.
- The Division will continue adding data for job placement and graduates with the expectation of exceeding last year's numbers. These numbers are to date and not finalized until September 15.
- Nursing Student Savannah Payton, GOAL Winner, competed in the Regional GOAL Competition, March 3-4, 2024, and will participate in GOAL Week in Atlanta, April 29-May 1, 2024. She is a fantastic ambassador for the College and the System.
- Career Showcase being held on March 14, 2024. There will be ~500 high school students on campus to explore programs and career opportunities.
- A Career Fair has been scheduled for April 25, 2024 from 10:00 am-2:00 pm.
- Commencement Exercises are scheduled for May 10 at 10:00 am and 2:00 pm at New Hope Baptist Church in Fayetteville.
- Recruitment Campus Tours (March): six group tours on campus with over 400 students touring and four groups touring with 200 students.
- The College recently had a Financial Aid HOPE Audit Review and a VA Audit. Both audits went well. The reviewers indicated no issues with the VA Audit and the College is awaiting the official report. The HOPE Audit will require the repayment of \$7296.00. This is nominal as compared to the total disbursement of \$8 million.

G. EXECUTIVE SESSION (optional)

Not called.

H. PRESIDENT'S UPDATE

- Dr. Clark thanked the Board for their continued support and the Executive Team for the work that they have done.
- The team has certainly pushed my vision for the College as you have seen in a number of the initiatives that are taking place. These initiatives are centered around community engagement and also doing things in an innovative way. The College is touching these communities in the eight-county service area, whether it be through apprenticeships or through the strategies that are developed, resulting in enrollment increases and partnerships with business and industry. All of the divisions have done a wonderful job.
- Fiscally the College is in a very good position and will continue to be that way, which Dr. Clark stated is a testament to the leadership at the vice president level, in terms of how we manage the State's funds and being good stewards of those funds.
- Dr. Clark provided an update on the Capital Outlay project that was submitted to the State, the RAAME Center. To date, the project is included in the Governor's budget so the College will wait as it continues to go through the process. Right now, it is expected that the General Assembly will continue to support it and approve it. Then it has to go to the Governor's Office to be signed. The College is closely watching that funding and if does get approved, that will facilitate the renovation of the Ellis Crossing site where we can add our Advanced Manufacturing Center and move it from the Dundee Education Technology Center building.
- Dr. Clark has spent a considerable amount of time and effort visiting communities. He has talked to local legislative leaders for the service area and beginning to integrate himself in with the local leaders (county and city councils and commissioners) to understand what their needs are from workforce, economic development, and other areas. Meetings have been held with the City of McDonough, the Griffin City Council, City of Fayetteville, Jasper County, and the City of Monticello. Meetings are scheduled with Peachtree City and Fayette County within a couple of weeks. Usually one of the vice presidents attend with Dr. Clark to be able to talk to those communities to find out what is going on as the College continue to evolve in this regard.
- Professional Development Day is scheduled for March 21 and Dr. Clark is pleased to announce that Dr. Ray Perren, Deputy Commissioner of the Technical College System of Georgia, is joining as the keynote speaker. Dr. Perren is going to talk to SCTC faculty and staff about the Technical College System of Georgia, the work that we are doing, and the pathway forward as the System continues to evolve. The enrollment increase is not singular to Southern Crescent. There System has had an enrollment increase amongst the 22 technical colleges overall and is up ~10.8%. As a System, enrollment has reached the 100,000-student mark. The System is looking at how to capitalize on the enrollment increase and continue that trend. The College is excited to have Dr. Perren on campus to talk to the faculty and staff and to provide words of wisdom and insight as we work with our sister institutions to increase the awareness and impact of technical education in the state of Georgia.
- Dr. Clark extended an invitation to the Board to the graduation ceremonies in May. There are two speakers scheduled for graduation, Niki Vanderslice, the Executive Director of the Fayette County Development Authority, as well as the Mayor of Fayetteville. Marketing will send something out soon to make that announcement public. Both are Fayette County stakeholders and Dr. Clark thinks it would be appropriate to have them serve as graduation speakers for this year.
- Mr. Workman stated his appreciation for Dr. Clark's willingness to be out in the communities and meet all of our constituents and all in our counties. It means a lot, especially to some of the outlying counties, when the President of the College comes to town. David Campbell and Rebecca Hadley-Catter indicated their pride to serve on the Board. John Rainwater agreed that the President is reaching out to the community and mentioned Dr. Clark's presence at a Rotary Club meeting recently, giving him kudos for an excellent speech. Mr. Rainwater reiterated that outreach in the community is very important and whenever Dr. Clark can be out there in front of people and

telling the story of Southern Crescent, it is impactful and meaningful. His efforts in this regard are appreciated. Erin Cook expressed that the Southern Crescent's presence is definitely on Lamar County's radar. Ms. Cook serves on the Lamar High School CTAE Advisory Committee and at a recent meeting, a lot of very positive things were said about Southern Crescent. Ms. Cook mentioned that she has also heard a lot of parents bragging on the dual enrollment program. Two of her friends have sons in the Welding program and they are absolutely thrilled with it. These parents said that if not for this partnership with the high school and Southern Crescent offering these pathways for their kids, her son would not have even considered going to College and he is now enjoying Welding so much that he is planning on continuing when he graduates high school. Ms. Cook stated that she is super proud to be a part of the College and serve on this board. The College is doing great work. Dr. Clark thanked the Board for their support.

I. ADJOURN

Ms. Hadley-Catter thanked everyone for their attendance. The next Board meeting has been scheduled for April 17, 2024 at 7:30 a.m. There being no further business, the meeting was adjourned at 8:19 a.m.

Dr. Irvin T. Clark III, Executive Secretary