BOARD OF DIRECTORS MEETING
WebEx
January 29, 2025
8:00 a.m.

MINUTES

Present:

Erin Cook	Chon Hester	Michael Powell
Rebecca Hadley-Catter	Lisa Johnson	Stone Workman

Absent:

George Crews	Keith Simmons	Jeff Tarrant
John Rainwater		

Staff Members:

Dr. Irvin Clark	Steve Hendrix	Michael Shiver
Stacy Acey	Dr. Xenia Johns	Kim Santerre
Dr. Chris Daniel	Dr. Sean Brumfield	

A. CALL TO ORDER

Rebecca Hadley-Catter called the meeting to order at 8:03 a.m. and welcomed everyone to the meeting.

B. APPROVAL OF AGENDA

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

C. APPROVAL OF MINUTES

Erin Cook made a motion to ratify the minutes for September 19, 2024 and approve the minutes of the December 12, 2024 meetings as presented in the Board materials, Lisa Johnson seconded, and the Board voted unanimously to approve the minutes.

D. OLD BUSINESS

No old business.

E. NEW BUSINESS

Nominating Committee Updates

Mr. Powell discussed meeting with Mr. Taylor J. Smith, Economic Development Director for the City of Thomaston. Dr. Clark has collaborated with Mr. Smith on several community projects and Mr. Powell met with Mr. Smith to discuss his interest in joining the Board to represent the Upson County region. Mr. Smith expressed his willingness to serve on the Board and provided a resume for

consideration. Mr. Powell, on behalf of the Nominating Committee, formally presented Mr. Taylor J. Smith (Upson) as a Board nominee. The nomination was unanimously approved.

F. DIVISIONAL REPORTS

Divisional reports were provided from Academic Affairs, Administrative Services, Adult Education, Institutional Effectiveness, and Student Affairs. Included in the Board materials was the following information:

1. Academic Affairs

Program Updates

- Ciarra Campbell will attend a one-hour panel at Griffin High School on February 16 to promote the Culinary Arts program to high school students.
- Early Childhood Care and Education Instructors Diane McHughes, Kinsley Eubanks, and Kelly Browning, along with student Randi Ahlstrom, will present at the Community Engagement Dinner on January 29, 2025.
- Dana Breeser, Radiologic Technology Program Coordinator, will participate in the High School Health Occupations Student of America Club Bash on February 13 at the Henry County Center. Ms. Breeser will lead tours of the CT/MR lab and provide information about the Radiologic Technology program.
- Julie Gates, Forensic Science Program Coordinator and instructor, is working on making shoe impressions and conducting a decomposition study (pig head placed in controlled environment) at the Griffin Campus and Griffin Region College and Career Academy.

PBI Grant

- Overall African American Male Enrollment (Year-to-Date): 1,225 (Exceeded target goal).
  - Welding and Joining Technology: YTD-52 (Exceeded target goal).
  - Industrial Systems Technology: YTD-36 (Exceeded target goal).
  - Machine Tool Technology: YTD-2.
- A new Director of Equity From Start to Finish has been hired with a start date of February 10, 2025.
- Hosted January student programming: "Are You Equipped for a Successful Semester?"

Distance Education Updates

December 2024 Activities

- Conducted six one-on-one Blackboard Ultra training sessions with faculty.
- Cohosted two Blackboard Ultra workshops for students.
- Conducted three face-to-face training sessions and two virtual training sessions.
- Answered 271 student helpdesk tickets and 52 faculty helpdesk tickets.

January 2025 Activities

- Conducted seven one-on-one Blackboard Ultra troubleshooting/training sessions with faculty.
- Participated in the Student Success Workshop for KOBE.
- Copied course content into more than 500 course shells.
- Answered 395 student helpdesk tickets and 51 faculty helpdesk tickets.
- Assisted instructors with file uploads and third-party software issues.
- Prepared documentation for the Rick Perkins Award regional competition.

Library Services Updates

December 2024 Statistics

Service Location	Flint River	Griffin	Henry
Door Counts	929	2,461	56
Computer Usage	16	138	11
Instruction Sessions	0	3	0
Reference	2	7	1

Service Location	Flint River	Griffin	Henry
Directional	2	12	1
Computer Assistance	7	28	3
Virtual Chats	0	0	0
Laptops Loaned	0	9	0
Student I.D.'s	2	272	2
Laptops Returned	2	16	1

Highlights

- December 2: Merry Trivia Monday featured bonus questions about the SCTC Foundation by Kim Yevak, Coordinator, Institutional Advancement.
- December 3: Diabetes Self-Care presentation by San Short, Diabetes Educator and Ostomy Nurse at Upson Regional.
- December 3: Open Educational Resources (OER) Workshop introducing these resources to faculty.
- December 4: Virtual Blackboard Ultra workshop for faculty, staff, and students.
- December 4-5: Galileo refresher workshops.
- December 5: Living Room Conversations with the topic * "Year End Reflections!"
- December 12: Blackboard Ultra training for tutoring staff, facilitated by SCTC librarians.

SCTC Page Turners Book Club

- January 30: Discussion of *The Hobbit* by J.R.R. Tolkien.
- March 27: Virtual discussion of *The Book Thief* by Markus Zusak at 3:00 pm.

2. Administrative Services

Following is the Southern Crescent Technical College Financial Statement of Funds Available and Expenditures Compared to Budget for the period of July 1, 2024 through December 31, 2024 (FY2025). A financial overview and brief explanation of this statement includes:

- The final budget is $37,051,790.00.
- FY2025 Current Year Revenue is $18,546,162.77. Revenue compared to budget is 50.05%.
- Comparative data for FY2024 current year revenue is $17,371,181.54 as reported on December 31, 2023. The variance between FY2025 and FY2024 current year revenue is an increase of $1,174,981.23 in reported revenue for FY2025. Revenue increase due in part to the $7/credit hour tuition increase and the loan repayment from the State.
- Actual Expenditures total is $16,429,775.62 comprised of 81.90% in personnel expenses and 18.10% in operating expenses. Expenditures compared to budget is 44.34%.
- Comparative data for FY2024 actual expenses is $15,489,956.61 as reported on December 31, 2023. The variance between FY2025 and FY2024 actual expenses is an increase of $939,819.01 for FY2025. Part of the increase in expenses is due to personnel ($347,000) and Information Technology equipment purchases of $356,000.
- This financial statement indicates the College's current year (CY) funds available for this report is $2,056,953.50.
- Prior year reserves less prior year outstanding receivables total $4,064,814.29. Current year and prior year total funds available for the period July 1, 2024 through December 31, 2024 is $6,121,767.79.
- Comparative data for FY2024 total funds available as reported on December 31, 2023 was $6,722,601.50, a decrease of $600,833.71 in FY2025 reported total funds available.

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

3. **Adult Education**
   - FY2025 goals and progress:
     - Enrollment – 1647; current number of NRS students – 1000. Currently 60.23% of the goal.
     - Measurable Skills Gain Percentage (MSG) – 50%; current MSG percentage is 37.93%. Currently 75.86% of the goal.
     - Integrated Education and Training (IET) Participants – 40; current number of completions – 13. There are three more students that have completed and waiting on their certifications. The Division is currently registering more and some are taking classes. Currently 32.50% of the goal.
     - High School Equivalency (HSE) – 159; current number of HSEs earned – 65. Currently 40.88% of the goal. Career Plus High School students will be counted as an HSE graduate and will increase this number.
     - Career Plus Students –Current number of enrolled students is at 22 students. There are seven students on track to graduate in May. For the Spring term, so far, there are five new enrollments. An additional four new students are in the Academic Planning phase, so the Division is working to get them admitted into the College next week and start on their high school courses. Mercedes Tyler is presenting to the Griffin Rotary Club next Thursday (January 23) at noon promoting the Career Plus program and hopefully increase stakeholder engagement in the community. Drew Todd and Nathan Bell (Student Affairs) will also be presenting with her.
   - Work continues and all of the Cognia Accreditation paperwork will be submitted before March 4. As a reminder, this will accredit Southern Crescent Technical College for the High School Diploma program and is needed for our graduates to receive their diplomas.
   - The Division is continuing to work with the Henry County School System to get ten of their English as a Second Language (ESL) students to become Adult Education students and take Early Childhood Care and Education (ECCE) classes along with attending Entrepreneurship Learning Community classes. The Division is currently gathering all of the paperwork to get them enrolled and has hired an ESL instructor. The plan is for them to start classes in March.
   - The IET Coordinator position has been reopened. This is a full-time position that will work with the students and business and industry. Interview will take place on January 27.
   - The College has been accepted for Round 2 of the DECAL grant. This grant is being used to fund Early Childhood Basic TCC classes for Adult Education students in 2025.
   - The Stockbridge High School classes have been restarted and currently have five students attending at that location.
   - This is a new grant year for Adult Education. Steve Hendrix attended a meeting in Warner Robins concerning the grant on January 16 and will be completing the grant application to secure funding for the Adult Education program. This will cover the next four years and is due in March.

4. **Institutional Advancement**
   - A Day of Giving was held on December 3, 2024, with $3,025.00 donated to the Southern Crescent Technical College Foundation.
   - The Foundation received a generous donation of $100,000 from the Fred C. and Katherine B. Andersen Foundation representing Andersen Corporation. The funding will be used to develop

the Andersen Communities-Career Ready Industrial Maintenance Training Program. This donation will support Industrial Maintenance technicians and participants in Industrial Systems Technical Certificate and provide underemployed and unemployed individuals with the skills and resources needed in the field of Advanced Manufacturing.

- Southern Crescent Technical College hosted the annual Holiday luncheon on December 12, 2024 at 11:30 am in the Frank and Constance Johnson Event Center. The children from Moore Elementary were the highlight of the event and performed festive Christmas holiday songs for the SCTC faculty and staff.
- The Southern Crescent Technical College Foundation has awarded 41 scholarships totaling $17,500 for students enrolled in the College for the Spring 2025 semester. Scholarships are funded by both internal and external donors and are awarded each semester based on specific requirements determined by the donor. The scholarship application window is open for Summer 2025 scholarships, and students must apply by January 31, 2025.
- A UGA/SCTC Community Engagement Dinner will be held at the Dundee Café on January 29, 2025 at 5:30 pm. This dinner is the second of four dinners at the Dundee Café on the University of Georgia Griffin Campus in a partnership to invite local community members to enjoy gourmet meals provided by SCTC Culinary students under the guidance of their faculty. The objectives of the partnership are to enhance students' culinary technical skills through food preparation and presentation, provide real-world experience in customer service and business operations, and introduce the community to SCTC's and UGA Griffin's academic programs and services. The SCTC Early Childhood Care & Education will be the featured program.
- A Foundation Board of Trustees Meeting is scheduled for February 13, 2025 at 4:00 pm.
- The date for the 2025 Food and Wine Pairings is April 24, 2025 at 5:30 pm, and the event will be held in the Frank and Constance Allen Johnson Event Center on the Griffin Campus. Corporate sponsorships for a table for eight are available for $1,250, and individual tickets are $90.00.
- The total amount pledged for the FY2025 Internal Campaign was $40,377.74 by faculty and staff for student support, with 75% of full-time faculty and staff participating.

5. Institutional Effectiveness

- The College has submitted a prospectus to SACSCOC for the approval of Eagles Landing Golf Club and Sun City Peachtree Community sites. Approval has been requested for an Entrepreneurial Technical Certificate of Credit. Once the site is approved this Spring, the College can add additional offerings at those locations.
- The Division has submitted the SACSCOC Annual Report.
- The College has received $54,000 in carry over funds with the Perkins grant and an amendment has been submitted which will allow the College to move an additional $55,000 to purchase new equipment for our Allied Health Programs.
- The Division is working on the needs assessment which will cover the Perkins grant for the next two years.
- Information Technology (IT) is preparing for an upgrade to Banner 9. It will be called Banner Experience. Banner Experience will be the new interface for students and faculty to access Banner. Training and configuration will be the week of January 27. The go live date will be late February.
- AV upgrades have been made to the Multipurpose Room (B132) on the Flint River Campus. This room can support multiple room configurations as well as host or receive video conference meetings.

6. Student Affairs

Enrollment		
Fall 2024	Spring 2025	Summer 2025
6,185	6,304	621
Fall 2023	Spring 2024	Summer 2024
5,804	6,149	2,970
Fall 2022	Spring 2023	Summer 2023
5,018	5,241	2,683

Dual Enrollment		
Fall 2024	Spring 2025	Summer 2025
2,071	2,349	11
Fall 2023	Spring 2024	Summer 2024
1,759	2,073	374
Fall 2022	Spring 2023	Summer 2023
1,276	1,533	299

Credit Hours		
Fall 2024	Spring 2025	Summer 2025
51,833	52,413	4,539
Fall 2023	Spring 2024	Summer 2024
48,325	49,286	21,675
Fall 2022	Spring 2023	Summer 2023
41,839	40,950	19,303

Job Placement		
AY	In-Field	Total
AY24*	6.3%	96.5%
AY23	95.7%	99.7%
AY22	94.3%	99.6%
AY21	91.1%	99.5%
AY20	90.3%	99.4%

Graduate Reporting

Academic Year	Unduplicated Awards	Duplicated Awards	Graduation Rate
AY2025*	563	769	69.9%
AY2024	3,023	4,863	83.0%
AY2023	2,784	4,557	83.7%
AY2022	2,830 #3 in System 1.7% increase from AY2021	4,890 #3 in System 7.6% increase from AY2021	83.0%
AY2021	2,784	4,545	79.5%

*These numbers are to date and not finalized.

Student Activities

- January 4 – SCTC Women Basketball vs Central Georgia Tech – Taylor Street Gym
- January 6 – SCTC Men & Women's Basketball @ Lawson State Community College
- January 9 – SCTC Women's Basketball @ Snead State Community College

- January 11 – SCTC Men & Women's Basketball vs Andrew College – Griffin High Gym
- January 14 – GOAL Winner Luncheon/Exchange Club Meeting
- January 15 – SCTC Men's Basketball @ Gordon State College
- January 16 – SCTC Women's Basketball vs Brenau University – Griffin High Gym
- January 18 – SCTC Men & Women's Basketball @ Albany Tech
- January 22 – SCTC Men & Women's Basketball vs South Georgia Tech – Griffin High Gym
- January 25 – SCTC Men's Basketball @ South Georgia State College
- January 29 – SCTC Men & Women's Basketball vs East Georgia State – Griffin High Gym

G. EXECUTIVE SESSION (optional)

Not needed.

H. PRESIDENT'S UPDATE

- At the Capitol yesterday with Butts County taking time to say thank you to legislators for their support of the College as well as the Technical College System of Georgia.
- The System as well as the College has experienced record enrollment growth. Dr. Clark discussed Spring enrollment of over 6,300, record Spring enrollment over the past five years.
- The expectation is an increased allocation for the Technical College System of Georgia ($30,000,000). Meeting has been scheduled for February 11 with Legislators to provide an update on the College and let them know that we greatly appreciate the work that they are doing.
- Community Engagement Dinner at UGA-Griffin is tonight and will highlight the Early Childhood Care and Education program.
- Andersen has gifted a donation of $100,000 to support workforce development activities in the College's service delivery area.
- Georgia Power has donated $25,000 for Ag Business Summer Camps that are forthcoming.
- A six-figure major gift is expected in the next month or so to support the Small Business Entrepreneurship Centers.
- The College will be beginning the budget process soon for FY2026. The expectation is a greater allocation which will allow the College to enhance services to support students and industry partners.
- Dr. Clark expressed that he is pleased with the progress the College is making and thanked the Board for their continued support.

I. ADJOURN

Ms. Hadley-Catter thanked everyone for their attendance and for the staff's hard work. The next Board meeting has been scheduled for February 19, 2025 at 8:00 a.m. There being no further business, the meeting was adjourned at 8:29 a.m.

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Dr. Irvin T. Clark III, Executive Secretary