BOARD OF DIRECTORS MEETING
Griffin Campus
February 18, 2025
8:00 a.m.

MINUTES

Present:

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

Absent:

Erin Cook	John Rainwater	Keith Simmons
George Crews		

Staff Members:

Dr. Irvin Clark	Dr. Chris Daniel	Kimberly Register
Stacy Acey	Steve Hendrix	Michael Shiver
Candice Buckley	Dr. Xenia Johns	Kim Santerre

Guest:

Honorable Kay Perdue

A. CALL TO ORDER

Rebecca Hadley-Catter called the meeting to order at 8:05 a.m. and welcomed everyone to the meeting.

B. INTRODUCTION OF GUESTS

Dr. Clark introduced Kay Perdue, Spalding County Probate Court Judge, to Board members. Judge Perdue administered the oath of office to Dr. Chon Hester. Once Dr. Hester had been sworn in, Judge Perdue offered her congratulations. Dr. Clark thanked Judge Perdue for her support and the new Board member for agreeing to serve on the Board of Directors.

C. 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.

D. APPROVAL OF MINUTES

Lisa Johnson made a motion to approve the minutes of the January 29, 2025 meeting as presented in the Board materials, Michael Powell seconded, and the Board voted unanimously to approve the minutes.

E. OLD BUSINESS

No old business.

F. NEW BUSINESS

No new business.

G. DIVISIONAL REPORTS

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

1. Academic Affairs

Service	Location		
	Flint River	Griffin	Henry
Door Counts	574	4090	248
Computer Usage	35	240	62
Instruction Sessions	0	3	0
Reference	5	4	0
Directional	7	16	8
Computer Assistance	21	40	19
Virtual Chats	0	1	0
Laptops Loaned	5	42	14
Student I.D.'s	50	384	38
Laptops Returned	1	21	8

- January 15 - Library staff participated in the College's Special Services Annual Student Health Fair, setting up an information table highlighting the many services and resources available.
- January 16 - Blackboard Ultra Training session offered as part of a workshop series available to faculty, staff, and students.
- January 27 - *Staying Safe in Cyberspace* webinar facilitated by Cybersecurity Instructor Victor Rosario.
- January 27 - GALILEO workshop providing an overview of Georgia's virtual library.
- January 28 - Library Feud (Forensic Science Edition) event.
- January 29 - *Kick Start Your Novel* webinar presented by Dr. Stephen Powers, Professor of English at Gordon State College, discussing novel writing and publishing.
- January 30 - Trivia Thursday, featuring bonus questions from Alisha Delaune of the SCTC Bookstore.
- January 30 - OER Workshop, introducing faculty to the benefits of Open Educational Resources.
- The SCTC Page Turners Book Club held a book discussion on *The Hobbit* by J.R.R. Tolkien on January 30 and will have a virtual discussion of *The Book Thief* by Markus Zusak on March 27 at 3:00 pm.
- A library display was curated to showcase various hobbies in celebration of National Hobby Month.

Equity & Student Success Initiatives

- PBI Equity Data
  - Overall African American Male (AAM) Enrollment YTD: 1,225 (Exceeded target goal)
  - Welding and Joining Technology YTD: 52 (Exceeded target goal; in progress)
  - Industrial Systems Technology YTD: 36 (Exceeded target goal; in progress)
  - Machine Tool Technology YTD: 2 (In progress)
- Onboarded new Director of Equity from Start to Finish on February 10.

Tutoring Center Performance (Fall 2024)

- Conducted 576 tutoring sessions with 113 students.
- Students who attended tutoring three or more times for a core class had a 77.8% pass rate.
- Overall pass rates:
  - English: 90.9%
  - Science: 100%
  - Math: 68.2%
- There was a 98% student satisfaction with tutoring services.
- Tutor.com usage:
  - 313 sessions conducted.
  - Student usage hours increased 44.43% from 2023 to 2024.

Distance Education

- Conducted 7 one-on-one Blackboard Ultra troubleshooting/training sessions with faculty.
- Participated in the Student Success Workshop for KOBE.
- Copied content into 500+ course shells.
- Addressed 51 Faculty Helpdesk tickets and 395 Student Helpdesk tickets.

Program Area Highlights

- Automotive Technology staff participated in EV training to ensure students are prepared for workforce needs.
- Aviation
  - Dual Enrollment Update: 20 high school students enrolled in SCTC's Aviation/Drone courses.
  - Traditional Enrollment: 4 students in AVOT 2001 UAS Concepts course.
  - Expansion Efforts: Seeking to increase traditional student enrollment.
  - Program Enhancements: Acquired four new aircraft for UAV maintenance training.
- Civil Engineering
  - 7 students enrolled in evening courses.
  - Internships & Employment:
    - 1 student received a full-time position with LJA Engineering (formerly Paragon) in Griffin.
    - 2 students secured summer internships with Georgia DOT.
    - 1 student in process of applying for Georgia DOT internship.
- Industrial Systems Technology/Mechatronics
  - Spring 2025 Enrollment: Strong enrollment across degree, diploma, and certificate programs.
  - Outreach Efforts: Hosted high school student visits and presented on STEM careers.
- Machine Tool Technology Spring 2025 Enrollment: 41 students across 8 courses.
- Welding and Joining Technology
  - Hosted Amazon Web Services (AWS) Student Chapter Meeting.

- Competed in a welding competition against Savannah Tech with SCTC student, Luke Sappington, securing third place.
- Planning a Fall 2025 AWS student competition with expanded participation.

- Cybersecurity
  - Developing Cloud Security Certification Technical Certificate of Credit to train students in securing cloud environments (AWS, Microsoft Azure, Google Cloud).
  - Program aligns with industry certifications such as AWS Security, CompTIA Cloud+, and Microsoft Security Fundamentals.
- Early Childhood Education
  - January 29 - Highlighted at the Community Engagement Dinner with UGA. The next dinner will focus on Cosmetology.
  - Continuing GED cohort on the Henry County Center.
  - Exploring the addition of a Paraprofessional certificate.
- Cardiovascular Technology
  - There are several program accreditation reviews that will take place this year to include the Joint Review Committee on Education in Cardiovascular Technology (JRC/CVT), the Committee on Accreditation for the EMS Professions (COAEMSP), and the Accreditation Commission for Education in Nursing (ACEN).
  - January 31 - February 2, 2025: Student organization participated in a Cardiovascular seminar in Jupiter, Florida.
  - February 13, 2025 - Celebration of Cardiovascular Professionals Week.
- The Central Sterile Supply Program is expanding curriculum to include Endoscopy training within the advanced Technical Certificate of Credit.
- Cosmetology & Esthetics
  - Cosmetology welcomed guest instructor Tramaine Plains, owner of Steadyhands Beauty and Barber Shop, for a session on advanced clipper cuts and safety.
  - Esthetics hosted Angelique Keb (Spa Angelique), Sierra Lloyd (Sierra Lloyd Beauty), and Carolyn Gaudet (wax specialist) for sessions on advanced facial procedures.

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 January 31, 2025 (FY2025). A financial overview and brief explanation of this statement includes:

- The final budget is $37,241,790.00. This includes some amendments that have taken place and are reflected on the Financial spreadsheet provided.
- FY2025 Current Year Revenue is $19,935,872.64. Revenue compared to budget is 53.53%.
- Comparative data for FY2024 current year revenue is $18,413,752.52 as reported on January 31, 2024. The variance between FY2025 and FY2024 current year revenue is an increase of $1,522,120.12 in reported revenue for FY2025. Some increase in local revenue and partially due to the tuition increase ($7/credit hour).
- Actual Expenditures total is $19,026,086.37 comprised of 82.27% in personnel expenses and 17.73% in operating expenses. Expenditures compared to budget is 51.09%. Ms. Acey recommended an effort to accelerate spending. A spending plan is in place.
- Comparative data for FY2024 actual expenses is $17,872,852.26 as reported on January 31, 2024. The variance between FY2025 and FY2024 actual expenses is an increase of $1,153,234.11 for FY2025. The increase is due in part to an increase in personnel along with the COLA increase (4%) and a large IT equipment purchase.
- This financial statement indicates the College's current year (CY) funds available for this report is $860,375.63.

- Prior year reserves less prior year outstanding receivables total $4,136,087.39. Current year and prior year total funds available for the period July 1, 2024, through January 31, 2025 is $4,996,463.02.
- Comparative data for FY2024 total funds available as reported on January 31, 2024 was $5,412,344.50, a decrease of $415,881.48 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 – 1050. Currently 63.75% of our goal.
     - Measurable Skills Gain (MSG) Percentage – 50%; current MSG percentage is 37.75%. Currently 75.50% of our goal.
     - Integrated Education and Training (IET) Participants – 40; current number of completions – 14. Two more students have completed and are waiting on their certifications. The Division is registering more students and some are taking classes. Currently 35.00% of the goal.
     - High School Equivalency (HSE) – 159; current number of HSEs earned – 72. Currently 45.28% of the goal. Career Plus High School students will be counted as an HSE graduate and increasing this number. There are two others that have earned a GED that are having problems data matching.
     - Career Plus Students – There are currently have 23 students actively enrolled in the program. There are seven students on track to graduate in May. For the Spring term, so far, there are eight new enrollments. An additional three new students are in the Academic Planning phase and are set to start on March 10 and three students in the onboarding process. For recruitment, Mercedes Tyler is coordinating with some of the counselors and graduation coaches in Henry County Schools to streamline a referral process for students that are not on track to graduate. She is also contacting staffing agencies to target individuals that do not have a high school diploma. The Division is also in contact with a foster care agency to work with students who are aging out.
   - Work continues on Cognia Accreditation paperwork and will be submitted before March 4. As a reminder, this will accredit our High School Diploma program and is needed for our graduates to receive their diplomas. The College will provide a presentation on April 4.
   - The Division is continuing to work with the Henry County Schools to get ESL parents to become Adult Education students and take Early Childhood Care and Education (ECCE) classes along with attending Entrepreneurship Learning Community classes. We are currently trying to get all of the paperwork to get them enrolled. Classes start in March.
   - Interviews were held for the IET Coordinator position (FT), an ABE Instructor position in Henry (PT) and a Henry County Administrative Assistant (PT) position in the past couple of weeks. The Division hopes to fill these positions soon.
   - Currently working on the new grant application to fund the Adult Education department over the next four years. Mr. Hendrix will contact Board members for letters of support. The application is due March 13.
   - The EAGLE competition is coming up the first week of March in Atlanta. David Mason will represent the College as the 2025 SCTC EAGLE winner. The College will also be celebrating the 2025 Outstanding Teacher of the Year recipient, Jennifer Gutierrez, for the SCTC Adult Education department.

4. **Institutional Advancement**
   - Candice Buckley introduced herself as serving as the Interim Vice President for Advancement. The Division is in a season of assessment during the transition period, working through standard operating procedures, reviewing policies, and maintaining events and relationships with vendors, supporters, and donors.
   - The Foundation was able to assist 97 students for the Spring semester in the way of gap or opportunity funding and able to save student schedules.
   - The UGA/SCTC Community Engagement Dinner was held at the Dundee Café on January 29, 2025, with approximately 33 guests attending. The dinner was 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 the faculty. The next dinner in partnership with SCTC and UGA Griffin will be held on February 26, 2025. The College will feature Cosmetology and UGA will focus on the Turfgrass program. The evening had a profit of $1,263.38.
   - A newsletter has been instituted to share information about where money is being spent and upcoming events.
   - This year, our internal giving campaign is about "So Much More." More opportunities for our students, more impact from our generosity, and more ways to come together in support of our mission. Last year, an incredible 75% of our faculty and staff gave back. This year, we are aiming even higher—with a goal to increase participation by 10%! To bring this vision to life, the Division has recorded powerful testimonials from scholarship recipients, including the SCTC Student of the Year GOAL Winner, and dedicated staff members from the 1% Club who generously give. Their stories will debut in a special video during the College-wide Professional Development Day on March 20, 2025.
   - The Southern Crescent Technical College Foundation Executive Committee and the Southern Crescent Technical College Foundation met on February 13, 2025.
   - The upcoming UGA/SCTC Community Engagement Dinner will be held at the Dundee Café on February 26, 2025 at 5:30 pm. This dinner will be the third of four dinners at the Dundee Café on the University of Georgia Griffin Campus. 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 and UGA Griffin's academic programs and services. SCTC Cosmetology and Esthetician will be the featured programs.
   - The date for the 2025 Food and Wine Pairings is April 24, 2025, 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.
   - The Foundation received a generous contribution of $50,000 in February from Sam Allen in support of the Lespedeza Scholarship and the Constance A. Kendrick Nursing Scholarship.

5. **Institutional Effectiveness**
   - The College has received SACSCOC approval for Eagles Landing Golf Club and Sun City Peachtree Community off-campus sites. Now that these sites have been approved, the College can offer any program at any level at these sites. The College will begin with the Entrepreneurship program.
   - Work continues on the Plastics and Polymer Technology Technical Certificate of Credit and have responded with additional information requested from SACSCOC.
   - The College is waiting for approval of the second Perkins amendment.

- The Perkins Needs Assessment has been submitted; this is the first draft to be reviewed by the Technical College System of Georgia. This needs assessment occurs every two years and acts as a guide for the next two years.
- The College is preparing for the Perkins Internal Control Meeting that will take place on March 17, 2025.
- The Division is working with the College departments to close out the Annual Outcomes Assessments.
- Spring Rosters are being pulled for the Degree Works report used for the graduation and awards audit.
- The Third Quarter Data Brief and the January bulletin of the SCTC PIE is included in your packet.
- Information Technology has replaced 75% of the laptops that were designated in the FY2025 computer refresh. Laptops that were purchased five years ago for staff and faculty are being refreshed. The older laptops will be repurposed to other areas.
- There is a Banner upgrade for all technical colleges that will modernize the student interface to be better able to utilize phones in a manner similar to an app. April 1 is the deadline statewide to go live.
- Help desk tickets worked for the month of January, 2025 totaled 259 (average of eight tickets/day). The lower count is due to the week off for snow/ice and the MLK holiday.

6. Student Affairs

Enrollment		
Fall 2024	Spring 2025	Summer 2025
6,185	6,432	766
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	2,363	20
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	53,854	5,648
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*	864	1,216	72.0%
AY2024	3,023	4,863	83.0%
AY2023	2,784	4,557	83.7%
AY2022	2,830 #3 in System	4,890 #3 in System	83.0%
AY2021	2,784	4,545	79.5%

*These numbers are to date and will not be finalized until September 15.

Student Activities

February 1 – SCTC Men & Women's Basketball @ Central Georgia Tech
February 5 – SCTC Men's Basketball vs Georgia Highlands – Taylor Street Gym
February 5 – SCTC Women's Basketball @ Albany Tech
February 6 – Student Government Association (SGA) Meeting & Pre-Super Bowl Pizza Party
February 6 – Keen on Being Excellent (KOBE) Sponsored Speaker – Dr. Jarrod Benjamin – Griffin Campus Event Center
February 8 – SCTC Men & Women's Basketball @ Andrew College
February 11 – Sankofa African American Museum on Wheels – Henry Campus
February 11 – Student Veterans of America (SVA) Meeting – Griffin Campus – Veteran's Center
February 11 – Dating & Domestic Violence WebEx
February 12 – SCTC Women's Basketball vs Snead State – Taylor Street Gym
February 13 – Sankofa African American Museum on Wheels – Griffin Campus
February 13 – KOBE Meeting
February 15 – SCTC Men & Women's Basketball vs Albany Tech – Taylor Street Gym
February 18 – Drug & Alcohol Prevention Awareness – Griffin Campus Event Center
February 18 – KOBE Speaker Series – Grief & Mental Health
February 19 – Drug & Alcohol Prevention Awareness – Flint River Campus, Room B132
February 19 – SCTC Women's Basketball vs South Georgia Tech – Taylor Street Gym
February 19 – SCTC Men's Basketball vs Gordon State – Taylor Street Gym
February 22 – SCTC Women's Basketball vs East Georgia State – Taylor Street Gym
February 22 – SCTC Men's Basketball vs South Georgia State – Taylor Street Gym
February 26 – Regional GOAL & Rick Perkins Competition – Central Georgia Tech, Warner Robins
February 26 – SCTC Men & Women's Basketball @ South Georgia Tech
February 27 – KOBE Meeting
April 16 – Career Fair with ~60 employers (Atlanta Gas Light, Georgia Power, Department of Corrections)
April 28-30 – State GOAL/Rick Perkins Event in Atlanta (Board members are welcome to attend; let Dr. Johns or Kim Santerre know if you would like to attend the banquet.)
May 9 – Graduation Ceremonies at 10 am and 2 pm – New Hope Baptist Church in Fayetteville

H. EXECUTIVE SESSION (optional)

Not needed.

I. PRESIDENT'S UPDATE

- Dr. Clark thanked the Executive Council and their teams for all the hard work to support enrollment. The College is currently the fifth largest in the system and will likely continue moving upward for the fall. The System itself is up ~9% in enrollment and each of the technical colleges has experienced an increase in enrollment. Over 100,000 students are enrolled in the technical colleges at this time throughout the state.
- Dr. Clark has spent time at the Capitol over the last several weeks meeting with legislators, mainly to thank them for their support of the Technical College System of Georgia and to advocate for the System and the College. The College is appreciative of the General Assembly for their support as well as the support shown by the Governor. The System is aligned to receive some additional funding and expecting that it will be impactful for the colleges.
- The College, in conjunction with Columbus Technical College and Georgia Northwestern Technical, has submitted a FAA grant for over $1 million. This grant would help support an Aviation Maintenance program that the College is planning to launch. This grant would assist with launching the program. The program will be housed at the Fayette County Center. Partners include the Fayette County Development Authority and Delta Airlines, as well as two other partners in the area. Collaborators will meet on February 27 to tour the facilities and assist with structuring the program. This would allow the College to offer a fully FAA approved program wherein students could begin their program here and then transfer to one of the other technical colleges offering the Aviation program. This program makes sense for this area due to the number of airline pilots and maintenance techs that reside in Fayette as well as the proximity to the Atlanta International Airport.
- Dr. Clark expressed that he is laser-focused on building the branch campuses. Plans are to continue to expand offerings in all our communities.
- The Community Engagement Dinners at UGA-Griffin is in part to allow people to see what is going on at the College and allows the College to cultivate donors. The College will move into a major gifts campaign in about 1.5 years. The Community Engagement Dinners will expand into all eight counties to meet donors where they are. Dr. Clark expressed the need for the support of the Board in these efforts. The Foundation Board will establish the goal for the major gifts campaign. The funds raised would be to support gap funding for students and other opportunities for students and faculty.
- Dr. Clark requested that the Board make plans to be on campus on April 15 for Commissioner Dozier's visit to campus. The agenda is not yet finalized. Discussion included changing the date for the next Board meeting to April 15 at 8:00 am to allow the Board to meet with him.
- Dr. Clark expressed that he is pleased with the progress the College is making and thanked the Board for their continued support.

J. ADJOURN

Ms. Hadley-Catter thanked everyone for their attendance and for the staff's hard work towards recruitment. The next Board meeting has been scheduled for March 19, 2025 at 8:00 a.m. There being no further business, the meeting was adjourned at 9:02 a.m.

_____

Dr. Irvin T. Clark III, Executive Secretary