



## STATE BOARD GENERAL SESSION

Joe Yarbrough, <i>Chairman</i> Anne Kaiser, <i>Vice Chair</i> Ben Bryant Doug Carter Shan Cooper Ben Copeland Lynn Cornett Jay Cunningham Tommy David Mary Flanders Randall Fox James Gingrey	Buzz Law Chunk Newman Richard Porter Sylvia Russell Trey Sheppard Shirley Smith Michael Sullivan Phil Sutton Baoky Vu Dinah Wayne Tim Williams
--	--

### MINUTES

**Thursday, September 7, 2017**

11:15 a.m. – 12:15 p.m.

System Office  
1800 Century Place, 2nd Floor  
Atlanta, Georgia 30345

Absent: Shan Cooper, Tommy David, Chunk Newman, Richard Porter, Trey Sheppard, Shirley Smith, and Dinah Wayne

---

### I. WELCOME AND CALL TO ORDER

**Chairman Joe Yarbrough**

Chairman Joe Yarbrough called the September 7, 2017 State Board meeting of the Technical College System of Georgia [TCSG] to order at 11:15 a.m. He welcomed the attending State Board members, the technical college presidents and the TCSG staff; thanking everyone for their participation during their respective committees.

### II. CHAIRMAN'S COMMENTS

**Chairman Yarbrough**

The Chairman's first order of business was to call for a motion to approve the minutes from the August 3, 2017 State Board meeting. Motion was made by Mr. Ben Copeland, was seconded by Mr. Michael Sullivan, and passed approval by the Board unanimously. Minutes stand approved.

The next order of business was to recognize the state-wide winners for the annual EAGLE award and the annual Rick Perkins award.

1. Motion was made by Mr. Ben Copeland that the State Board of the Technical College System of Georgia honor Mr. Jonathan Swinsburg's accomplishments as the State EAGLE Winner through a resolution commending him for exceptional achievement and outstanding efforts on behalf of adult education. Motion was seconded by Dr. Lynn Cornett and passed unanimous approval by the State Board.
2. Motion was made by Mr. Michael Sullivan that the State Board of the Technical College System of Georgia honor Ms. Ashley Strong-Green's accomplishments as the State Rick Perkins Award Winner through a resolution commending her efforts on behalf of technical education. Motion was seconded by Ms. Mary Flanders and passed approval by the State Board unanimously.

Chairman Yarbrough then called on the Committee Chairs to give their reports.

### III. COMMITTEE REPORTS

### COMMITTEE CHAIRS

- Academic Affairs

Lynn Cornett

#### I. Academic Standards and Programs

##### **Motion (Approval of AAS Degrees, Diplomas, and Technical Certificates of Credit):**

Motion was made by Dr. Lynn Cornett that the college requests listed below to offer degrees, diplomas, and technical certificates of credit programs be approved effective the semester specified for each request. Any fiscal requirements to begin these programs must be approved through the standard budget approval process. Motion was seconded by Mr. Michael Sullivan and passed State Board approval unanimously.

##### **Discussion:**

**Georgia Piedmont Technical College** - TCC program in Manufacturing Production Assistant, MMP1, 17 Credit Hours, effective September 2017

Georgia Piedmont Technical College is requesting approval to offer the Manufacturing Production Assistant Certificate of Credit. Industry within our service have indicated a need for additional training in the Industrial Manufacturing areas. Industry growth is expected to be 11% - 19% by 2020. Graduates will be employed in manufacturing industrial service areas at manufacturing plants, industrial plants and private facilities. This Certificate is a dual enrollment certificate that will be taught along with a second TCC to prepare students for jobs in the manufacturing industry. It will be utilized in the college and career academies in our service area to offer the Industrial

Mechanic German Apprenticeship program. Funding for this TCC and associated programs will come from Perkins and World Class Lab funds.

Enrollment Projections:

Day Students Year 1: 10 Year 2: 20 Year 3: 30

Evening Students Year 1: 0 Year 2: 0 Year 3: 0

**Oconee Fall Line Technical College** - Degree program in Diagnostic Medical Sonography, DMS3, 78 Credit Hours, effective August 2018

As the population continues to age, there will be an increasing demand for diagnostic imaging. Additional job growth is expected as healthcare providers increasingly utilize ultrasound imaging as a safer and more cost-effective alternative to radiological procedures. Ultrasound imaging technology is expected to evolve rapidly and seed many new sonography procedures, enabling sonographers to scan and image areas of the body where ultrasound has not traditionally been used. OFTC has always had strong enrollment in allied health programs with 39.5% of enrollment being in allied health areas. These programs have a history of providing qualified healthcare graduates and community connections. OFTC currently offers a successful Radiologic Technology Associate Degree of Applied Science. The Radiologic Technology program advisory board and area hospitals and doctor's offices have requested that OFTC add the standard Diagnostic Medical Sonography Associate Degree program to its program offerings to provide additional educational opportunities that will benefit the college students, the surrounding community, and the economic development of the college service area. Job opportunities should be favorable. In addition to job openings from growth, some openings will arise from the need to replace sonographers who retire or leave the occupation permanently. Employment of diagnostic medical sonographers is expected to increase by about 24% from 2014 to 2024, which is much faster than average for all occupations listed with the U.S. Department of Labor. There are no diagnostic medical sonography programs in the OFTC service area or adjacent to the OFTC Dublin Campus where the program will be offered. OFTC anticipates that first year costs will be \$243,575 which includes \$190,000 for equipment; \$42,575 for salary and fringe for six months of a full-time instructor's salary and fringe; and \$11,000 for supplies, travel, library expenses and program accreditation costs. OFTC will utilize state bond funds for the equipment and tuition and fees for salary and supplies. OFTC anticipates enrollment of 10- 15 students in the program growing to 15 - 20 in years two and three.

Enrollment Projections:

Day Students Year 1: 10 Year 2: 15 Year 3: 20

Evening Students Year 1: 0 Year 2: 0 Year 3: 0

**Southeastern Technical College** - Degree program in Health Care Management, HC23, 60 Credit Hours, effective January 2018

The demand for health related occupations has boomed recently in southeast Georgia. Over the next ten years it is estimated that new jobs in healthcare management will increase by 15%, which is much faster than the average for all other occupations. Hospitals and doctor's offices in Southeastern Tech's service delivery area are requesting healthcare managers at a growing rate. Locally, over 50% of the student body is enrolled in a health care program. Currently, there is no college close to Southeastern Technical College that offers this program. This standardized associate degree program is a combination of courses from other disciplines including Medical Assisting, Accounting, and Management. The first year cost to offer this program will be \$1100 and tuition funded. The costs are low because most of these courses are already being taught by the College's existing faculty. Enrollment is expected to be at least 50 students the first year and increasing to 75 by year three.

Enrollment Projections:

Day Students Year 1: 50 Year 2: 75 Year 3: 75

Evening Students Year 1: 0 Year 2: 0 Year 3: 0

**Southern Crescent Technical College** - Diploma program in Precision Manufacturing and Maintenance, PMA2, 50 Credit Hours, effective January 2018

The Precision Manufacturing and Maintenance diploma program is designed to develop versatile skills required for a variety of manufacturing positions. The diploma will serve the purpose of providing the necessary requirement for dual enrolled students to complete high school through the regional academy. The cost of the program will consist of hiring one full time faculty member, benefits, and operational supplies. The expected enrollment is 15 students the first year, 20 the second year, and 25 in the third year.

Enrollment Projections:

Day Students Year 1: 15 Year 2: 20 Year 3: 25

Evening Students Year 1: 0 Year 2: 0 Year 3: 0

**Southern Crescent Technical College** - Degree program in Precision Manufacturing and Maintenance, PMA3, 60 Credit Hours, effective January 2018

The Precision Manufacturing and Maintenance degree program is designed to develop versatile skills required for a variety of manufacturing positions. The

degree will serve the purpose of providing the necessary requirement for dual enrolled students to complete high school through the regional academy. The cost of the program will consist of hiring one full time faculty member, benefits, and operational supplies. The expected enrollment is 15 students the first year, 20 the second year, and 25 in the third year.

Enrollment Projections:

Day Students Year 1: 15 Year 2: 20 Year 3: 25

Evening Students Year 1: 0 Year 2: 0 Year 3: 0

Backup material for these requests will be available when the committee meets at the Board meeting or may be requested prior to the meeting from Joe Dan Banker, Executive Director, Academic Affairs, at 404-679-1670.

## II. Program Terminations

Motion was made by Dr. Lynn Cornett that the college requests listed below to terminate programs be approved for the semester specified for each request. Motion was seconded by Mr. Ben Bryant and passed approval by the State Board unanimously.

### Discussion:

#### Augusta Technical College

TCC program in Visual Basic Programmer (VB11), effective September 2017.

#### Georgia Northwestern Technical College

TCC program in Family Child Care Specialist (FC21), effective September 2017.

## III. Approval for Program Standards and Revisions

Motion was made by Dr. Lynn Cornett to approve program standards and revisions for September 2017. Motion was seconded by Mr. Michael Sullivan and passed unanimous approval by the State Board.

### State Board Standards and Revisions Summary for September 2017

Major Code	Program Name	Program Development	Award Level	Credit Hours
ALD1	Automotive Light Duty Diesel Engine Tech	Standard	TCC	28
DMT1	Die Maintenance Technician	Georgia Northwestern	TCC	34
MS13	Precision Manufacturing	Savannah	Degree	67

- **Adult Education**

**Ben Copeland**

Mr. Copeland began the report by sharing that there were four Certified Literate Community Programs [CLCP] that received the Literacy For All grant. Also to note is that there was a 30% growth in students participating in adult education classes from July 2017 in comparison to July 2016. Mr. Copeland also reminded the group that the annual Adult Education Fall Conference would take place September 26-28, 2017 at the Renaissance Waverly Hotel and that all State Board members are invited to attend.

Lastly, Mr. Copeland shared that September 4-8, 2017 would be International Literacy Week and Georgia would have Literacy Day on September 8 by proclamation from Governor Deal.

That concluded the report.

- **External Affairs and Economic Development**

**Doug Carter**

Mr. Doug Carter began his report by sharing that Georgia Quick Start had for the month of August 8 prospects for a total of 1,757 potential new jobs and 7 announcements for 2,53. It was also shared that the Quick Start Advisory Committee met August 22 at the QS Athens Training Center.

The Georgia Economic Developers Association [GEDA] Conference will be held September 20-22 at the Savannah Hyatt. The vice presidents of economic development will also have their quarterly business meeting on the afternoon of the 21st to coincide with the annual conference.

The Next Generation Manufacturing will hold their Signature event for manufacturers on September 28 at the Mercedes Benz Stadium. A member of the QS Advisory Committee, Jeff Stribling from Quad Graphics will be a keynote speaker at the event.

The Communications staff has been making Internal preparations for implementation of the new TCSG logo, which will be introduced at Committee of the Whole this morning. Advertisements will begin on September 18 for the new marketing campaign. We will have a new 1-800 number as well as a new website which should be up in the next couple of weeks.

Several TCSG colleges will be featured in Great Georgia Jobs!, a TrustDale.com program sponsored by our partners at the Georgia Department of Economic Development's Workforce Division. The program will air on selected TV news outlets in Atlanta, Augusta, Columbus, Macon, Savannah and Albany, starting Sept. 11th

and through early December. TCSG continues to have editorial and advertising opportunities in Georgia Trend, most recently in the current issue, which contains the higher education directory; and in the October issue, which focuses on manufacturing.

Upcoming events for which staff is planning: Atlanta Home Show this weekend (table); TCSG Adult Ed conference Sept. 26-28; Ga. Economic Developers Association annual conference Sept 20-22 (table); TCSG Leadership Conference November 6-8; Georgia High School Counselor Association annual meeting November 8-10 (Expo at which all 22 colleges will be represented).

Ian Bond is a finalist in Atlanta Business Chronicle's Georgia International Awards in the International Education Program category. Awards are October 11th at the Atlanta History Center.

The House Rural Development Committee met in Dalton. President Pete McDonald, Georgia Northwestern Tech College, Bruce Batton from Quick Start and Neil Bitting all spoke.

That concluded the committee's report.

- **Facilities and Real Estate**

**Ben Bryant, Vice Chair**

**I. Approval of Real Property Transactions**

Motion was made by Mr. Ben Bryant to authorize the staff to prepare appropriate requests to the State Properties Commission seeking its approval of, and assistance with the execution of the following real estate transactions. Motion was seconded by Mr. Ben Copeland and passed unanimous approval by the State Board.

**A. Oconee Fall Line Tech** – Rental of Hancock County Center to Hancock County BoE

DISCUSSION: Oconee Fall Line Technical College requests approval to surplus and the rental of 8,281 square feet portion of Hancock County Center Building (BLLIP ID #19113) at Hancock County Center to the Hancock County Board of Education, for 1 year at the annual rental rate of \$1.00, with an option to renew for 2 additional year.

**B. Coastal Pines Tech** – Rental of 2,365 SF from Brantley County Board of Commissioners

DISCUSSION: Coastal Pines Technical College requests approval on the execution of renegotiated sublease agreement #6427 with the State

Properties Commission., covering 2,365 square feet of classroom with faculty offices located at 125 Bryan Circle, Nahunta, GA, for the period beginning July 1, 2014, and terminating June 20, 2015, at the rental rate of \$6,600.00 per annum, with option to renew for 3 consecutive one year periods beginning July 1, 2015 at the rental rate of \$6,600 per annum. The Brantley County Board of Commissioners is the Master Landlord and the local funds in the nature of tuition and fees will be used for this rental payment.

**c. Quick Start - Chatham Utility Easement to Georgia Power Company**

DISCUSSION: Quick Start requests approval on the granting of a revocable license and a non-exclusive easement to the Georgia Power Company, over approximately 2.76 acres on the Regional Training Center, for the installation and maintenance of electrical distribution lines to serve the TCSG-335 project.

**II. Approval of Construction Contracts**

Motion was made by Mr. Ben Bryant to authorize the Commissioner to execute the construction contract listed below at cost not to exceed the amount stated for each request. Motion was seconded by Mr. Michael Sullivan and passed approval by the State Board unanimously.

**A. West Georgia Tech - \$199,600.00 with Control Concepts, Inc.**

DISCUSSION: West Georgia Technical College requests approval on the execution of a construction contract for "HVAC Control Replacement and Upgrades" on the Douglas, Carroll and Lagrange Campuses of West Georgia Technical College, with Control Concepts, Inc., Cumming, GA in the amount of \$199,600.00, using local funds.

• **Governance, Compliance and Audit**

**Michael Sullivan**

- I. Motion was made by Mr. Michael Sullivan to approve local board member appointments as listed in the Board materials. Motion was seconded by Dr. Lynn Cornett and pass approval unanimously by the TCSG State Board.

• **Operations, Finance, and Planning**

**Tim Williams**

I. **Approval of AFY2018 and FY2019 Budget Submissions**

The motion was made by Mr. Tim Williams for the State Board to approve the TCSG budget submissions for Amended Fiscal Year 2018 and for Fiscal Year 2019



as recommended by the Commissioner. Motion was seconded by Mr. Ben Bryant and passed approval by the State Board unanimously.

*Discussion:* As set forth by the Commissioner in the report to the Operations, Finance and Planning Committee, the recommended budget submissions for AFY2018 and for FY2019 respond to the instructions received from the Governor's Office of Planning & Budget (OPB).

The proposed TCSG budget request for FY2019 and AFY2018. The total requested budget for FY2019 is \$367.1M+. The Capital Outlay request was included funds for MRR facility improvements, equipment refresh, a new campus for Coastal Pines Tech, and new buildings for Chattahoochee Tech and Wiregrass Georgia Tech. The total capital outlay request for FY2019 is \$151.9M+.

## II. **Expenditure Requests**

The motion was made by Mr. Tim Williams for the State Board to authorize the Commissioner to purchase the designated items or execute the requested contracts for the system office and technical colleges listed below at a cost not to exceed the amounts stated. Motion was seconded by Mr. Doug Carter and passed approval unanimously by the State Board.

1. **TCSG/IT** – Request to pay Oracle for annual Oracle software maintenance fees at a cost of \$675,539.00. **State funds are available for this expenditure.**

*Discussion:* This expenditure is to pay licensing, maintenance and support fees to Oracle for the database software at each of the technical colleges and the system office for FY18. Oracle database software is required to support our student information system (Banner and DegreeWorks). The system office uses Oracle as the database software for the data warehouse and reporting systems (KMS, GALIS and TEAMS).

2. **Athens Technical College** – Mobile welder certification trailer + generator from Red-D-Arc Inc. for Welding program certificates; cost \$173,800.00. **Federal grant funds are available for this expenditure.**

*Discussion:* Athens Tech is seeking to purchase a mobile welder certification trailer + generator funded by the Appalachian Regional Commission. The Bridge of Success Accelerating Opportunity Hart initiative combines accelerated career training and job placement with personalized educational support. The mobile welding unit will allow for expanded access and offer students an opportunity to gain skills/experience to fill high demand area positions. The Welding program offers Technical Certificates of Credit in Shield Metal Welding, Gas Metal Arc Welding, and Gas Tungsten Metal Arc Welding. Established relationships with businesses such as Georgia Dept. of Labor,

Caterpillar, Pilgrim's Pride, Yancey Brothers and many others have been key to the program's success.

3. **Georgia Piedmont Technical College – Contract with Intercontinental Commercial Services for FY2018 to outsource janitorial services to all campus/learning center locations; cost \$263,970.00. *Local funds are available for this expenditure.***

*Discussion:* This expenditure is for a new contract with Intercontinental Commercial Services to provide janitorial services for all campus/learning center locations. The contract includes day porters to assist with the cleanliness required by the college. Outsourcing janitorial services saves the college a considerable amount of money when compared to filling these positions with full-time benefited employees. This is a new contract with 4 one-year optional renewals.

4. **Lanier Technical College – Contract with Georgia Communications Cooperative Inc. for installation and monthly connectivity of Ethernet/WAN point-to-point for all campus locations; cost \$185,719.00. *Local funds are available for this expenditure.***

*Discussion:* The college is seeking to enter into a new contract with Georgia Communications Cooperative, Inc. for the installation and monthly connectivity of Ethernet/WAN point-to-point for FY18 for all campus locations. This contract is necessary to connect the new Gainesville Campus to all other campuses, and to replace Lanier's existing outdated connectivity contract. The new contract will provide greater speeds for all campuses and help student productivity. This is a new contract with 4 one-year optional renewals.

5. **West Georgia Technical College – Implementation of new Telepresence System including back-end server & software and 5 classroom units + training from Strategic Products & Services; cost \$274,555.00. *Local and federal grant funds are available for this expenditure.***

*Discussion:* WGTC applied for grant funding thru the USDA's Rural Utilities Service to begin a partial Telepresence deployment; an innovative, distance-learning alternative allowing students to participate in certain courses via multiple avenues. Federal grant funding is based on a 3 to 1 match with WGTC local funds. This initial implementation stage will be broken down into 3 manageable phases allowing for the new server hardware/software to be installed, then testing of the class units, followed by training/integration into select Health Science and Adult Ed courses to start off. Additionally, opportunities for select high schools in the college service area will be able to connect WGTC's new Connection 2 Learning technology with access to peer-to-peer learning,

tutoring, virtual field trips, speakers, career development/preparation opportunities, and eventually dual enrollment classes.

• **Executive Committee**

**Chairman Yarbrough**

Chairman Yarbrough reminded the State Board members that at the November meeting they would be voting on a new Chair and Vice-Chair for the 2018-2019 term. The Chairman announced the nominating committee which would be comprised of four State Board members that would meet during the October State Board meeting and then would bring their nominations to the November State Board meeting:

- Mr. Ben Copeland
- Ms. Shirley Smith
- Mr. Trey Sheppard
- Chairman Joe Yarbrough

He thanked all State Board members for adapting to the new meeting schedule.

The Chairman announced the State Board retreat that would be held on October 4, prior to the October State Board meeting. He also asked the Board to please hold the date of October 4 for the Board Retreat in Atlanta.

**IV. COMMISSIONER'S COMMENTS**

**Commissioner Gretchen Corbin**

Commissioner Corbin began her remarks by thanking the participants of the Committee of the Whole for their time.

She went on to explain that it had been a busy month. She shared that she participated in the Georgia Consortium for Advanced Technical Training [GA CATT] signing with Lieutenant Governor Casey Cagle on August 14 at the State Capitol. – Georgia Consortium for Advanced Technical Training (CATT) signing at Capitol. She explained that it was the second year of the program, based on the German apprenticeship model and that GA CATT students begin their apprenticeship with a combination of traditional high school academic classes, college level manufacturing courses, and apprenticeship modules. At the August 14 signing, 16 Georgia manufacturing companies signed their apprenticeship acceptance letter with 21 incoming high school sophomores who are part of the second GA CATT cohort of Industrial Mechanics apprentices. At the ceremony were individuals who represented the German/American Chamber of Commerce of the South, the Lt. Governor's Office, and President Steve Daniel from West Georgia Technical College. GA CATT is expanding its program to Southern Crescent Technical College and Georgia Piedmont Technical College.

Lastly, in keeping with apprenticeships she shared that she had the opportunity to be with the Georgia Department of Economic Development [GDEcD] at the Board

of Directors meeting on August 16 with Presidents Andrea Daniel and Ray Perren as they presented on their apprenticeship programs. Specifically she explained that Dr. Andrea Daniel had a representative from Haring and Dr. Perren had a representative from IMS Gear. They both discussed apprenticeship innovations for Georgia's Emerging Automotive Workforce, and how they partnered with Georgia Worksmart, a partnership with GDECD's Workforce Division and the Georgia Department of Labor.

That concluded the Commissioner's report.

## **V. OTHER BUSINESS**

**Chairman Yarbrough**

Chairman Yarbrough reminded the State Board of the upcoming board meeting dates:

- October 4 for the State Board Retreat at the Ritz-Carlton in Buckhead
- October 5 at the TCSG System Office
- November 6-7 in Savannah to be held in conjunction with the TCSG Leadership Conference. The General Session and Committee meetings will take place on Tuesday, November 7
- December 7 at the TCSG System Office

That concluded the Chairman's comments. Motion was made by Mr. Michael Sullivan to adjourn the September State Board Meeting of the Technical College System of Georgia at 11:55 a.m. Motion was seconded by Dr. Lynn Cornett and passed State Board approval unanimously. Meeting stood adjourned.

## **VI. ADJOURN**

**Chairman Yarbrough**