



STATE BOARD GENERAL SESSION

Joe Yarbrough, *Chairman*
Anne Kaiser, *Vice Chair*
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

APPROVED MINUTES

Thursday, October 5, 2017

11:15 a.m. – 12:15 p.m.

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

Absent: Ben Bryant, Mary Flanders, Sylvia Russell, Michael Sullivan, Baoky Vu
Absent during General Session: Anne Kaiser

I. WELCOME AND CALL TO ORDER

Chairman Joe Yarbrough

Chairman Joe Yarbrough called the October 5, 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 September 7, 2017 State Board meeting. Motion was made by Mr. Ben Copeland, was seconded by Mr. Buzz Law, and passed approval by the Board unanimously. Minutes stand approved.

III. COMMITTEE REPORTS

COMMITTEE CHAIRS

- **Academic Affairs**

Lynn Cornett

- I. **Academic Standards and Programs**
Motion (Approval of Diplomas, Degrees, and TCCs):



Motion was made by Dr. Lynn Cornett that the college requests listed below to offer TCC, diploma and degree 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. James Gingrey and passed approval by the full State Board unanimously.

Discussion:

Chattahoochee Technical College - Diploma program in Carpentry, CA22, 39 Credit Hours, effective August 2018.

The Carpentry diploma program will add another technical program option for students in and around the Pickens County area. Given strong job growth projections in both the carpentry and construction trades (both nationally and in the state of Georgia), this program will allow CTC to prepare workers for careers in a growing industry. Likewise, the population of the Pickens County area is projected to grow at a rate higher than projected growth for the state of Georgia. The residential construction trade can be expected to grow to meet building demand in this area. Costs for this new program will include instructor costs and equipment/ materials costs. The program will be operated in an existing facility on the Appalachian Campus. Currently, CTC does not offer a construction program on any campus. This program will be unique to the Appalachian Campus and will provide a foundation for the college should other construction- related programs be proposed in the future.

Enrollment Projections:

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

Evening Students Year 1: 0 Year 2: 0 Year 3: 10

Coastal Pines Technical College - Degree program in Education, ED13, 60 Credit Hours, effective January 2018.

Several of the local public education Boards of Education in the Coastal Pines Technical College service delivery area have requested that CPTC assist in transitioning dual enrollment students into the field of education.

Employment opportunities for educators in Southeast Georgia are increasing each year due to population growth and the aging workforce. Additionally, many dual enrollment students are taking general education course work in order to further their pursuit of a degree in education. The Associate of Applied Science degree in Education is an institutionally developed program



that includes a series of courses designed to prepare students for a position in the field of education. The program emphasizes a combination of educational theory and practical application as well as general core, science, and mathematics competencies necessary for successful employment. Graduates have qualifications to be employed in educational settings including Head Start, Georgia Pre-K programs, and public school teaching assistant positions. Graduates of this program will receive one of two areas of S.T.E.M. specialization: mathematics or science. Two University System of Georgia Institutions in CPTC's service de-livery area offer an Associate of Science with a concentration in Teacher Education. These programs do not enable students to gain immediate employment as a teaching assistant. First year costs for the program total \$14,062 and will be funded through tuition generated and include the salary for an adjunct faculty member, associated benefits, as well as a minimal amount of supplies for the education classes. Year two and beyond will require a full time faculty member and all costs will be generated through tuition. The college ex-pects to enroll 33 students during the first year, with the third year enrollment growing to approximately 52 students.

Enrollment Projections:

Day Students Year 1: 25 Year 2: 40 Year 3: 40

Evening Students Year 1: 8 Year 2: 10 Year 3: 12

Georgia Northwestern Technical College - TCC program in Diesel Engine Service Technician, DE21, 16 Credit Hours, effective January 2018

Georgia Northwestern Technical College (GNTC) would like to offer the Diesel Engine Service Technician TCC program as a way to equip graduates with the tools necessary to successfully enter the Diesel Equipment Technology field. According to federal labor projections, employment of Diesel Equipment Technicians is expected to grow by 12% through 2024. In the GNTC service area there are numerous employers who operate large fleets of trucks with diesel powertrain systems. The Diesel Engine Service Technician TCC program will foster the skills, knowledge, and attitudes required for job acquisition, retention, and advancement in this growing field. The Diesel Engine Service Technician TCC will be an embedded program within the Diesel Equipment Technology Diploma program, which we are also submitting a new program request for at this time. No other colleges in our service area offer this program. No non-TCSG colleges adjacent to our service area offer the program. The program will follow state standards. First year costs for the program as part of the larger Diesel Equipment Technology



Diploma program are expected to be \$566,100. Enrollment for the first year is expected to be 12 students. With an increase to 18 students expected by year three.

Enrollment Projections:

Day Students Year 1: 12 Year 2: 15 Year 3: 18

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

Georgia Northwestern Technical College - Diploma program in Diesel Equipment Technology, DET4, 47 Credit Hours, effective January 2018

Georgia Northwestern Technical College (GNTC) would like to offer the Diesel Equipment Technology diploma program as a way to equip graduates with the tools necessary to successfully enter the Diesel Equipment Technology field. According to federal labor projections, employment of Diesel Equipment Technicians is expected to grow by 12% through 2024. In the GNTC service area there are numerous employers who operate large fleets of trucks with diesel powertrain systems. The Diesel Equipment Technology diploma program will foster the skills, knowledge, and attitudes required for job acquisition, retention, and advancement in this growing field. No other colleges in our service area offer this program. No non-TCSG colleges adjacent to our service area offer the program. The pro-gram will follow state standards. First year costs for the program are expected to be \$566,100. Enrollment for the first year is expected to be 12 students. With an increase to 18 students expected by year three.

Enrollment Projections:

Day Students Year 1: 12 Year 2: 15 Year 3: 18

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

Georgia Northwestern Technical College - TCC program in Diesel Truck Maintenance Technician, DTM1, 23 Credit Hours, effective January 2018

Georgia Northwestern Technical College (GNTC) would like to offer the Diesel Truck Maintenance Technician TCC program as a way to equip graduates with the tools necessary to successfully enter the Diesel Equipment Technology field. According to federal labor projections, employment of Diesel Equipment Technicians is expected to grow by 12% through 2024. In the GNTC service area there are numerous employers who operate large fleets of trucks with diesel powertrain systems. The Diesel Truck Maintenance Technician TCC program will foster the skills, knowledge, and attitudes



required for job acquisition, retention, and advancement in this growing field. The Diesel Truck Maintenance Technician TCC will be an embedded program within the Diesel Equipment Technology Diploma program, which we are also submitting a new program request for at this time. No other colleges in our service area offer this program. No non-TCSG colleges adjacent to our service area offer the program. The program will follow state standards. First year costs for the TCC as part of the larger Diesel Equipment Technology Diploma program are expected to be \$566,100. Enrollment for the first year is expected to be 12 students. With an increase to 18 students expected by year three.

Enrollment Projections:

Day Students Year 1: 12 Year 2: 15 Year 3: 18

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

Georgia Northwestern Technical College - TCC program in Lactation Consultant, LC31, 36 Credit Hours, effective January 2018

Georgia Northwestern Technical College (GNTC) is seeking approval for a new Lactation Consultant TCC. New licensure requirements for lactation consultants in Georgia was passed by the state legislature in 2016. These new requirements create a need for an accredited program to serve those currently in the field seeking certification, as well as those looking to enter the field for the first time. According to the Breastfeeding Report Card published by the Center for Disease Control (CDC) in 2016, breastfeeding rates continue to rise in the United States. Therefore, employment opportunities will remain steady. No other colleges in or adjacent to our service area offer this or any similar program. The program is institutionally developed and meets State Board and general program standard requirements for programs at the TCC level. First year costs are expected to be \$2000 for supplies and new library materials. First year enrollment is expected to be 15 students, with an increase to 25 by year three.

Enrollment Projections:

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

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

Oconee Fall Line Technical College - TCC program in Computed Tomography Specialist, CT91, 21 Credit Hours, effective August 2018

OFTC already offers a successful Radiologic Technology Associate Degree of Applied Science program with two full-time instructors. OFTC's Radiologic



Technology program advisory committee and clinical sites have requested the addition of the standard Computed Tomography Technical Certificate of Credit program to compliment the current program. 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 non-invasive imaging as a safer and more cost-effective alternative to invasive procedures. Employment in diagnostic imaging is projected to grow faster than average. Those with knowledge of more than one diagnostic imaging procedure, such as CT or MRI, will have the best employment opportunities. CT Technologists fall under "Radiographic and MRI Technologists" in the Occupational Outlook Handbook, which supports the projection of 9 percent growth from 2014 to 2024, which is faster than the average for all occupations. There is no need to update the current radiologic technology lab or equipment to offer this program. OFTC will employ an adjunct faculty member at \$12,500 a year and will provide supplies, library resources, and travel expenses at a total program cost of \$17,500 for the first year which will be funded through tuition and fees. OFTC anticipates enrolling 10 students per year in the program.

Enrollment Projections:

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

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

Oconee Fall Line Technical College - Diploma program in Cybersecurity, IS12, 57 Credit Hours, effective August 2018

The U.S. Department of Labor projects that employment of information security analysts is projected to grow 18 percent from 2014 to 2024, much faster than the average for all occupations. Demand for information security analysts is expected to be very high, as these analysts will be needed to create innovative solutions to prevent hackers from stealing critical information or causing problems for computer networks. Additionally, Augusta University has released a study which concludes that there will be a 138% increase in the cyber-security workforce in the Central Savannah River Area in the next five years. OFTC currently offers the Computer Support Specialist Diploma and Associate of Applied Science Degree and the Networking Specialist Diploma and Associate of Applied Science Degree and related TCCs. The program advisory committees have requested that OFTC add the Cyber-security Diploma program to our existing program offerings. OFTC anticipates that the first year costs for this program will be \$18,000 for an adjunct faculty member's salary, supplies, travel and library resources. The



college will not be purchasing additional program equipment because the college will be upgrading the current networking labs on the Sandersville and Dublin Campuses this year using World Class Lab Funding. The cybersecurity and networking programs will be taught in the same labs on both campuses. Enrollment is projected to be 25 students in the first year and 50 students by the third year of program implementation.

Enrollment Projections:

Day Students Year 1: 15 Year 2: 30 Year 3: 25

Evening Students Year 1: 10 Year 2: 15 Year 3: 25

Oconee Fall Line Technical College - Degree program in Cybersecurity, IS23, 72 Credit Hours, effective August 2018

The U.S. Department of Labor projects that employment of information security analysts is projected to grow 18 percent from 2014 to 2024, much faster than the average for all occupations. Demand for information security analysts is expected to be very high, as these analysts will be needed to create innovative solutions to prevent hackers from stealing critical information or causing problems for computer networks. Additionally, Augusta University has released a study which concludes that there will be a 138% increase in the cyber-security workforce in the Central Savannah River Area in the next five years. OFTC currently offers the Computer Support Specialist Diploma and Associate of Applied Science Degree and the Networking Specialist Diploma and Associate of Applied Science Degree and related TCCs. The program advisory committees have requested that OFTC add the Cyber-security Associate of Applied Science Degree to our existing program offerings. OFTC anticipates that the first year costs for this program will be \$18,000 for an adjunct faculty member's salary, supplies, travel and library resources. The college will not be purchasing additional program equipment because the college will be upgrading the current net-working labs on the Sandersville and Dublin Campuses this year using World Class Lab Funding. The cybersecurity and networking programs will be taught in the same labs on both campuses. Enrollment is projected to be 30 students in the first year and 35 students by the third year of program implementation.

Enrollment Projections:

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

Evening Students Year 1: 10 Year 2: 10 Year 3: 15

Oconee Fall Line Technical College - TCC program in Magnetic Resonance Imaging Specialist, MRI1, 24 Credit Hours, effective August 2018



OFTC already offers a successful Radiologic Technology Associate Degree of Applied Science program with two full-time instructors. OFTC's Radiologic Technology program advisory committee and clinical sites have requested the addition of the standard Magnetic Resonance Imaging Specialist Technical Certificate of Credit program to compliment the current program. 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 non-invasive imaging as a safer and more cost-effective alternative to invasive procedures. Employment in diagnostic imaging is projected to grow faster than average. Those with knowledge of more than one diagnostic imaging procedure, such as CT or MRI, will have the best employment opportunities. MRI Technologists fall under "Radio-graphic and MRI Technologists" in the Occupational Outlook Handbook, which supports the projection of 9 percent growth from 2014 to 2024, which is faster than the average for all occupations. There is no need to update the current radiologic technology lab or equipment to offer this program. OFTC will employ an adjunct faculty member at \$15,000 a year and will provide supplies, library resources, and travel expenses at a total program cost of \$20,000 for the first year which will be funded through tuition and fees. OFTC anticipates enrolling 10 students per year in the program.

Enrollment Projections:

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

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 the TCC programs be approved for the semester specified for each request. Motion was seconded by Mr. Randall Fox and passed approval by the full State Board unanimously.

Discussion:

Lanier Technical College

TCC program in HVAC Apprenticeship, HA61, effective January 2018.



TCC program in Patient Navigator, PN11, effective January 2018.

Ogeechee Technical College

TCC program in Basic Law Enforcement, BL11, effective October 2017.

III. Approval for Program Standards and Revisions

Motion was made by Dr. Lynn Cornett to approve program standards and revisions for October 2017. Motion was seconded by Mrs. Dinah Wayne and passed approval by the full State Board unanimously.

State Board Standards and Revisions Summary for October 2017

Major Code	Program Name	Program Development	Award Level	Credit Hours
ED13	Education	Coastal Pines	Degree	60
LC31	Lactation Consultant	Georgia Northwestern	TCC	36

• **Adult Education**

Ben Copeland

Adult Education Committee Chairman Ben Copeland began his report by sharing that Assistant Commissioner for Adult Education, Ms. Beverly Smith, met with officials at Hartsfield-Jackson International Airport about the future and the possibility to creating an Airport University.

Secondly, Mr. Copeland gave a recap from the Fall Adult Education Conference and shared that 19 of 31 programs were recognized for their FY17 outstanding performance during the Conference opening luncheon. Programs were recognized in 5 areas for meeting the federal negotiated target: Growth in NRS enrollment, GED completion, Transition to postsecondary, Students awarded citizenship, and Use of volunteers.

Lastly, it was shared that GED graduates through August 31, 2017 were up 12% over the same period last year, and that enrollment in Adult Education classes was up slightly by 1% through the end of August.



That concluded the report from the Adult Education committee.

- **External Affairs and Economic Development**

Doug Carter

Chair of the External Affairs committee, Mr. Doug Carter, began his report by stating that there in September for Quick Start there were a total of eleven prospects for a total of 10,142 potential new jobs and six announcements bringing 1,232 new jobs to Georgia.

Mr. Carter shared that the Quick Start activities during the month of October included several events and meetings: 1) Quick Start voted #1 workforce program in the country for the 8th consecutive year by surveyed site location professionals & published in Area Development magazine; 2) GEDA Annual Conference held in Savannah Sept. 20-22, was an excellent conference; 3) Vice Presidents of Economic Development held their Business meeting in conjunction with GEDA on Sept. 21; 4) Next Generation in Manufacturing Signature event held at the new Mercedes Benz Stadium on September 28 which included a couple of Quick Start companies as keynote speakers: Quad Graphics and King's Hawaiian Breads; 5) And lastly, taking place on that day was the "Future of Work Summit" where Commissioner Corbin served on a panel along with other high-profile guests, i.e. Mayor Kasim Reed and GA Tech President G.P. "Bud" Peterson.

Mr. Carter highlighted the good work taking place in Communications and Marketing by sharing that the new statewide marketing campaign has rolled out; the new logo is almost completely implemented and the TV commercials are running in markets around Georgia; 2) The logo for "Move On When Ready" has been adapted for Dual Enrollment and shared with the colleges. The new URL for the former Move On When Ready website is Doublethecredit.org; 3) A social media campaign Oct. 25 – Dec. 15 will promote dual enrollment during the colleges' spring recruitment drives; 4) TCSG sent two press releases to media: the signing of an MOU with the state of Bavaria (Germany); also the announcement of 8th consecutive year of Quick Start's being named No. 1 in the U.S. for workforce development (by Area Development magazine). Both included quotes from Governor; 5) The Governor's office sent a release announcing 10,000 GED graduates last year as well as top GED award winners; 6) All colleges have committed to participating in the "TCSG Cornucopia Expo" at the Georgia High School Counselor Association Annual Conference on Nov. 9th; 7) Ian Bond is a finalist in Atlanta Business Chronicle's Georgia International Awards in the International Education Program category. Awards are Oct. 11th at the Atlanta History Center; 8) Also, Steven Ferguson a finalist in Technology Association of Georgia (TAG) Excalibur Awards. Event is Oct. 20th, Ga. Aquarium.



Mr. Carter concluded his report by reminding the State Board that the TCSG Foundation Golf Tournament was moved to October 27 and that the second annual Taste of TCSG would take place December 7.

- **Facilities and Real Estate**

Ben Bryant, Vice Chair

- I. Approval of Real Property Transactions**

Motion was made by Mr. Chunk Newman 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 Mrs. Shirley Smith and passed unanimous approval by the State Board.

- A. Atlanta Tech - 0.038 AC RLA & NEE to Georgia Department of Transportation**

DISCUSSION: Atlanta Technical College requests approval on the granting of a revocable license and a non-exclusive easement to the Georgia Department of Transportation, over approximately 0.038 acres on the Main Campus of Atlanta Technical College, for the installation and maintenance of Traffic Signal Equipment Upgrades along Metropolitan Parkway SW.

- II. Approval of Construction Contracts**

Motion was made by Mr. Chunk Newman 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 Dr. Lynn Cornett and passed unanimous approval by the State Board.

- A. Southern Regional Tech - \$297,516.58 with J.J. Morley Enterprise, Inc.**

DISCUSSION: Southern Regional Technical College requests approval on the execution of a construction contract for "Chiller replacement" on the Tifton Campus of Southern Regional Technical College, with J.J.



Morley Enterprise, Inc., Alpharetta, GA in the amount of \$297,516.58, using MRR funds.

III. [ADDENDUM]

Motion was made for the added motions 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. Buzz Law and passed unanimous approval by the State Board.

- A. Albany Tech** – \$297,243 with SafeAire Heating and Cooling Company, Inc.

DISCUSSION: Albany Technical College requests approval on the execution of a construction contract for "Building B HVAC Replacement" on the Albany Campus of Albany Technical College, with SafeAire Heating and Cooling Company, Inc., Albany, GA, in the amount of \$297,243, using MRR funds.

- B. Coastal Pines Tech** - \$546,763 with Air Management Systems, Inc.

DISCUSSION: Coastal Pines Technical College requests approval on the execution of a construction contract for "HVAC Replacement" on the Waycross Campus of Coastal Pines Technical College, with Air Management Systems, Inc., Baxley, GA in the amount of \$546,763, using MRR funds.

- **Governance, Compliance and Audit** **Tommy David** *for Michael Sullivan*

- I. Motion was made by Vice Chair Tommy David to approve local board member appointments as listed in the Board materials. Motion was seconded by Mr. Buzz Law and passed approval by the State Board unanimously.

- **Operations, Finance, and Planning** **Tim Williams**

No motions.

- **Executive Committee** **Chairman Yarbrough**



Chairman Yarbrough thanked the State Board to their participation in the State Board Retreat the previous day; he remarked that the staff did a tremendous job in preparing the full-day retreat and that he was always prideful in the way the staff represents the System on a daily basis.

That concluded the Chairman's Executive Committee report.

IV. COMMISSIONER'S COMMENTS

Commissioner Gretchen Corbin

The Commissioner began her remarks by echoing Chairman Yarbrough in his thanks for the State Boards' participation in the retreat. She gave a special thank you to Matt Arthur, Kathryn Hornsby, Marjorie Kuezi-Nke, and Linda Osborne-Smith for their preparations and for ensuring the success of the training.

She went on to congratulate the Quick Start team for their latest ranking of being the #1 Workforce Training Program for the eighth year in a row. She thanked Jackie Rohosky, Pam Griffin, Rodger Brown, and Marla Lowe for leading the team.

She thanked Alison Tyrer and Neil Bitting for leading the new marketing campaign efforts and for their diligence in making certain it is incorporated into the System's business.

Lastly, she shared that she returned from a mission to Europe with Dr. Ian Bond where they visited the Waterford Institute of Technology in Ireland and had several company visits, and then visited Germany where she met with several companies that highlighted apprenticeships as well as the Bavarian State Chancellery.

That concluded the Commissioner's report.

V. OTHER BUSINESS

Chairman Yarbrough

Chairman Yarbrough reminded the Board of the following upcoming dates:

- November 6-7 State Board Meeting in Savannah to coincide with the TCSG Leadership Summit
- December 6 is the annual State Board Holiday Dinner
- December 7 State Board Meeting at the System Office

Lastly, he shared the Dashboard and remarked that the program highlight was the enrollment data and Complete College Georgia update.

VI. ADJOURN

Chairman Yarbrough



That concluded the Chairman's comments. Motion was made by Mr. Buzz Law to adjourn the October State Board Meeting of the Technical College System of Georgia at 11:55 a.m. Motion was seconded by Mr. Jay Cunningham and passed State Board approval unanimously. Meeting stood adjourned.