



STATE BOARD GENERAL SESSION

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

MINUTES

Thursday, June 7, 2018

11:15 a.m. – 11:49 a.m.

System Office

1800 Century Place, 2nd Floor

Atlanta, Georgia 30345

Absent: Baoky Vu, Lynn Cornett, Michael Sullivan, Ben Copeland, Dinah Wayne, Buzz Law, Sylvia Russell, Shan Cooper

I. WELCOME AND CALL TO ORDER

Madam Chair Anne Kaiser

Madam Chair Kaiser called the June 7, 2018 State Board meeting of the Technical College System of Georgia [TCSG] to order at 11:15 a.m. She welcomed the attending State Board members, the technical college presidents and the TCSG staff; thanking everyone for their participation during their respective committees. She also thanked Dr. Anthony Parker, President of Albany Technical College (ATC), for his presentation during the Committee of the Whole which highlighted the work that ATC is doing.

II. CHAIR'S COMMENTS

Madam Chair Anne Kaiser

Madam Chair's first order of business was to call for a motion to approve the minutes from the May 3, 2018 State Board meeting. Motion was made by Mrs. Mary Flanders, was seconded by Mr. Chunk Newman, and passed approval by the Board unanimously. Minutes stand approved.

Madam Chair then recognized Ms. Leslie Bass to make comments to the board regarding the Gwinnett Technical College Photography Program.

Ms. Bass thanked the Board, stated she represents Gwinnett Technical College-Commercial Photography Advocacy Group. The group found out about this meeting



and the vote to close the photography program recently. We found out about the program closer because the program had been taken off the website, and one student contacted their local senator and confirmed the photography program was being shut down. The senator explained the program was to be shut down, but there would be a teach out for the current students enrolled in the program. This was one of the original founding programs, and students that take this program will be able to make a difference. Photography and videography touch people's lives; they color the perception of our world. The program is providing trained people. It is far more than a hobby; it is a way to express a vision of the world. Ms. Bass introduced Ms. Amanda Gardner, a 2010 graduate of the Gwinnett Technical College Photography Program and an instructor with this program and others as well. Ms. Gardner gave history and statistics for the photography program at Gwinnett Technical College. In the program's 34 year history, it has seen high job placement, but in its last three years along, it has been an 86% placement rate. Since fall of 2014, the college has invested more than \$300,000 in the program. Perkins grants allocations of more than \$250,000 have been used for studio equipment, cameras, lenses and accessories, lighting equipment, drones, and other items. The Georgia arts are being used as local economic development efforts. Notable employers are Home Depot, NASA, IBM, Boeing, Atlanta Falcons, Ernst & Young, and Porsche along with local employers such as Gwinnett Braves and Gwinnett Medical Center. Ms. Gardner then called the Board's attention to statements and a petition, which Ms. Bass delivered to Madam Chair Kaiser. In closing, Ms. Gardner cited a quote from Governor Deal about Georgia being a place for the arts.

Madam Chair Kaiser thanked Ms. Bass, Ms. Gardner, and the other attendees that were at the meeting showing support for the program.

III. COMMITTEE REPORTS

COMMITTEE CHAIRS

- Academic Affairs

Joe Yarbrough for Lynn Cornett

I. Academic Standards and Programs

Motion (Approval of Diploma Program beyond Standard Length)

The motion was made by Mr. Joe Yarbrough to approve the following Practical Nursing program which is beyond standard length. Motion was seconded by Mr. Doug Carter and unanimously passed State Board approval.

Discussion:



Chattahoochee Technical College - Diploma program in Practical Nursing Educational Pathway Option, PNE2, 61 Credit Hours, effective August 2019
Chattahoochee Technical College is participating in a project that will provide a clear nursing education pathway that students can start by participating in the State's Dual Enrollment program. The pathway consists of three clear steps; they are: Practical Nursing, Practical Nurse to Registered Nurse Bridge, and Bachelor's Degree in Nursing. Chattahoochee Technical College will provide the first two steps in the pathway. In order to reach the project's goal of a maximum of 120 semester credit hours for the Bachelor's Degree in Nursing, Chattahoochee Technical College was asked to develop a revised Practical Nursing curriculum that would help achieve the goal. The program presented in this new program request represents the revised curriculum as well as the general education requirements for the students that participate in the educational pathway.

Enrollment Projections:

Day Students Year 1: 24 Year 2: 48 Year 3: 72

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

II. Academic Standards and Programs

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

The motion was made by Mr. Joe Yarbrough that the college requests listed below to offer a degree, 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. Phil Sutton and unanimously passed State Board approval.

Discussion:

Albany Technical College - Degree program in Horticulture, EH13, 60 Credit Hours, effective August 2018

The Environmental Horticultural program is needed to accommodate the workforce demands of landscaping, grounds keeping and lawn service companies within the region. This program will provide students the occupational foundation needed for entry level employment as first-line supervisors in landscaping and grounds keeping positions. This program will also allow secondary education students an option to begin their postsecondary education, through dual enrollment and joint enrollment opportunities. Dual and joint enrollment



opportunities will provide an avenue for skilled workers/graduates in the Environmental Horticulture program to enter the workforce at an early age (18). According to the BLS, the median annual wage for first-line supervisors in grounds keeping and landscaping was \$43,980 in May 2015. There are no other colleges providing this program in our service delivery area. However, South Georgia Technical College, which is adjacent to Lee County, GA, offers the AAS Horticulture program. This program will follow the standards provided by TCSG. There will be slight increase in cost for supplies and salary for part-time faculty, and the program projects the enrollment of 25 students in the first year and approximately 30-35 students during each year thereafter.

Enrollment Projections:

Day Students Year 1: 15 Year 2: 18 Year 3: 20

Evening Students Year 1: 10 Year 2: 12 Year 3: 15

Albany Technical College - Degree program in Surgical Technology, ST13, 70 Credit Hours, effective May 2019

The Accreditation Review Council on Education in Surgical Technology and Surgical Assisting is requiring all sponsoring institutions with a Surgical Technology program to award a minimum of an Associate Degree at the completion of the program by August 1, 2021. The Surgical Technology program is needed to accommodate the workforce demands for the state of Georgia. According to the Bureau of Labor Statistics (2017), employment of surgical technologists is projected to grow 15 percent from 2014 to 2024, much faster than the average for all occupations. In addition, this program will serve the need for Phoebe Putney Health System and similar organizations to meet the healthcare demands of the communities in which we serve. This program will follow the standards provided by TCSG. There will be no initial estimated cost for training equipment and supplies since the diploma program is already in existence. The program projects 25 students the first year and approximately 25 students during each year thereafter.

Enrollment Projections:

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

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

Atlanta Technical College - TCC program in Transportation Management Systems, TM31, 17 Credit Hours, effective August 2018

The Atlanta metropolitan area is ranked among the highest in the nation in movement of goods and services across the US due to cargo activity at the world's busiest airport, Hartsfield-Jackson International Airport, and expansion of the seaport in Savannah. As a result, the transportation industry in the state of Georgia



is one of the most active industries nationwide. The Transportation Management Systems Technical Certificate of Credit is being developed as a specialization within the Supply Chain Management diploma and associates degree programs. The idea is to prepare students for entry level jobs in transportation logistics. The program also creates an opportunity for career advancement to supervisory or managerial positions. Graduates will be able to seek employment in an inter-organizational, multi-functional world using a variety of tools and techniques to manage transportation in organizations whose success depend on the national or global movement of goods and services. Currently there are no other colleges in the immediate area offering this program. The program is institutionally developed. The first year costs for the program are \$116,000 which covers the cost of an adjunct instructor, computers, logistics educational software, library resources, supplies, and travel associated with professional development. The cost of the program will be offset by funds awarded through the Tech Hire Grant. A cohort of 10 students is anticipated in the first year. By the third year, this will triple to 30 students.

Enrollment Projections:

Day Students Year 1: 5 Year 2: 10 Year 3: 15

Evening Students Year 1: 5 Year 2: 10 Year 3: 15

Columbus Technical College - TCC program in Business and Customer Service Technology, BA21, 9 Credit Hours, effective August 2018

This program is aligned with the mission of Columbus Technical College and is not a significant departure from the business programs we currently offer. We would like to offer this program to dual enrollment students and to workforce industry partners for swift training efforts. Although this TCC is not embedded in any of the programs we currently offer, no additional faculty, physical space, or fiscal resources are needed.

Enrollment Projections:

Day Students Year 1: 5 Year 2: 5 Year 3: 10

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

Georgia Northwestern Technical College - TCC program in Advanced Law Enforcement, AL31, 15 Credit Hours, effective August 2018

Georgia Northwestern Technical College would like to offer the Advanced Law Enforcement TCC program as a way to equip graduates with the tools necessary to successfully advance in the law enforcement field. According to federal labor projections, employment in the field is expected to grow by 7% through 2026. The Advanced Law Enforcement TCC program will foster the skills, knowledge, and



attitudes required for advancement in this growing field. No other colleges in or adjacent to our service area offer this program. As institutionally developed, the program meets State Board and general program standard requirements for programs at its award level. As an addition alongside the existing Basic Law Enforcement program, additional first year costs for it are expected to be minimal with an anticipated \$500 for additional supplies. Enrollment for the first year is expected to be 15 students. Increasing to 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

Georgia Piedmont Technical College - TCC program in Dual Enrollment Basic Shielded Arc Welder, MB31, 18 Credit Hours, effective August 2018

The high schools in our service are requesting welding classes for their students. We have been teaching the state standard TCC Basic Shielded Arc Welder but need to add the Dual Enrollment version of the TCC so that students can graduate under SB2. The cost to teach this TCC will be \$7030 to cover one adjunct instructor's salary and benefits and supplies needed for students to work in the lab. The projected number of students for this program is 12-15 each year.

Enrollment Projections:

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

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

Georgia Piedmont Technical College - TCC program in Dual Enrollment Gas Metal Arc Welder, MGM1, 21 Credit Hours, effective August 2018

The high schools in our service are requesting welding classes for their students. We have been teaching the state standard TCC Gas Metal Arc Welder but need to add the Dual Enrollment version of the TCC so that students can graduate under SB2. The cost to teach this TCC will be \$7030 to cover one adjunct instructor's salary and benefits and supplies needed for students to work in the lab. The projected number of students for this program is 12-15 each year.

Enrollment Projections:

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

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

Ogeechee Technical College - TCC program in Eyewear Dispensing Specialist, EDS1, 30 Credit Hours, effective May 2018



Ogeechee Technical College would like to add Eyewear Dispensing Specialist (ESD1) to its current program offerings. The college currently offers the Opticianry degree and diploma programs. The addition of this TCC would allow current students to earn a certificate prior to diploma and degree completion, thereby earning qualifications for entry-level positions while still in school. The addition of this program will not necessitate additional supplies, equipment, or faculty. According to the Bureau of Labor Statistics, employment of opticians and opticians' assistants is expected to grow 29% from 2010 to 2020, creating new opportunities for skilled employees. This TCC will allow Opticianry students to gain employment as they pursue their degree for licensure.

Enrollment Projections:

Day Students Year 1: 5 Year 2: 10 Year 3: 15

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

Ogeechee Technical College - TCC program in Optical Laboratory Technician, OLT1, 18 Credit Hours, effective May 2018

Ogeechee Technical College would like to expand its current Opticianry program offerings by adding Optical Laboratory Technician (OLT1). The college currently offers the Opticianry AAS Degree and diploma programs. The addition of this TCC would allow current students the opportunity to earn a certificate prior to the diploma and degree completion, thereby earning qualifications for entry-level positions while still in school. The addition of this program will not necessitate additional supplies, equipment, or faculty. According to the Bureau of Labor Statistics, employment of opticians and opticians' assistants is expected to grow 29% from 2010 to 2020, creating new opportunities for skilled employees. This TCC will allow Opticianry students to gain employment as they pursue their degree for licensure.

Enrollment Projections:

Day Students Year 1: 5 Year 2: 10 Year 3: 15

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

Savannah Technical College - TCC program in Dual Enrollment Basic Shielded Arc Welder, MB31, 18 Credit Hours, effective June 2018

Welding courses in MB31 Dual Enrollment Basic Shielded Arc Welder TCC program are being offered to dual enrollment students who are enrolled in the FS31 Basic Shielded Metal Arc Metal TCC Program. Both TCC programs have identical curricula except MB31 has Basic Skills courses MATH 1012 and ENGL 1010. MB31 is one of the required TCC programs that Dual Enrollment students must complete to satisfy requirements on the SB2 plan.



Enrollment Projections:

Day Students Year 1: 3 Year 2: 6 Year 3: 20

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

South Georgia Technical College - Degree program in Electrical Power Generation Dealer Service Technology, EPG3, 71 Credit Hours, effective June 2018

This unique two-year program will provide CAT dealers with qualified technicians that have been trained on their own CAT equipment. The graduates will have learned how to service CAT equipment using cutting-edge diagnostics, advanced technologies, and high-tech tools. CAT is a leader in the industry and needs to keep up with the service demands of its customers. There are more demands now for power solutions and CAT Electric Power will use our graduates to help meet this demand. Enrollment is expected to grow to 24 students in each class cohort by the third year. All equipment is already in place for the program and the only additional equipment needs will be related to advances in technology; as part of our partnership, any updated equipment will be made available to the program by CAT. CAT intends to replicate this program worldwide as a companion to their current ThinkBIG program for heavy equipment technicians.

Enrollment Projections:

Day Students Year 1: 15 Year 2: 20 Year 3: 24

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

West Georgia Technical College - Diploma program in Pharmacy Technology, PT22, 56 Credit Hours, effective August 2018

Beginning January 2020, all candidates for the Pharmacy Technician Certification Board (PTCB) exam must have graduated from an accredited pharmacy technician program. This new requirement will drive an increased need for pharmacy technician programs and graduates. Additionally, between now and 2024, employment of pharmacy technicians is expected to increase by 31 percent. West Georgia Technical College currently offers the Pharmacy Assistant TCC but seeks to add the pharmacy technology diploma and degree in order to comply with the upcoming regulatory changes and prepare students for this rapidly growing field. The requested program follows state standards and meets State Board and general program standard requirements. First year costs of approximately \$54,000 include only faculty salary/fringe and supplies; a program director is in place for the existing embedded TCC, but an additional full-time faculty member will be needed. In anticipation of the growing industry need, current program facilities are already undergoing renovation and will be fully operational by fall 2019; existing equipment is adequate to support the program



expansion. Additional clinical sites have been approached and have committed to accept students; as enrollment grows, sites will be added.

Enrollment Projections:

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

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

West Georgia Technical College - Degree program in Pharmacy Technology, PT23, 65 Credit Hours, effective August 2019

Beginning January 2020, all candidates for the Pharmacy Technician Certification Board (PTCB) exam must have graduated from an accredited pharmacy technician program. This new requirement will drive an increased need for pharmacy technician programs and graduates. Additionally, between now and 2024, employment of pharmacy technicians is expected to increase by 31 percent. West Georgia Technical College currently offers the Pharmacy Assistant TCC but seeks to add the pharmacy technology diploma and degree in order to comply with the upcoming regulatory changes and prepare students for this rapidly growing field. The requested program follows state standards and meets State Board and general program standard requirements. First year costs of approximately \$54,000 include only faculty salary/fringe and supplies; a program director is in place for the existing embedded TCC, but an additional full-time faculty member will be needed. In anticipation of the growing industry need, current program facilities are already undergoing renovation and will be fully operational by fall 2019; existing equipment is adequate to support the program expansion. Additional clinical sites have been approached and have committed to accept students; as enrollment grows, sites will be added.

Enrollment Projections:

Day Students Year 1: 10 Year 2: 15 Year 3: 18

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 Steve Conway, Academic Affairs Director, Academic Affairs, at 404-679-1669.

III. Program Terminations

The motion was made by Mr. Joe Yarbrough that the college requests listed below to terminate the degrees, diplomas and technical certificate of credit programs be approved for the semester specified for each request. Motion was seconded by Mr. Doug Carter and unanimously passed State Board approval.



Mr. Joe Yarbrough thanked Ms. Leslie Bass for attending the meeting and the committee meeting. Several Colleges still offer the photograph program. We have critical workforce needs in our state. I have been in industry for 45 years and I see the demands for our growing workforce every day. It is always a difficult decision to fade out a program, but we have to be responsible and meet the high demand needs of the workforce.

Discussion:

Athens Technical College

Degree program in Nanotechnology, NA13, effective May 2020.

TCC program in Nanotechnology Technician, NT51, effective May 2020.

Gwinnett Technical College

Diploma program in Building and Facilities Maintenance (BM22), effective June 2018.

Diploma program in Photography, PH12, effective May 2020.

Diploma program in Photography, CP14, effective May 2019.

Degree program in Photography, PH13, effective May 2020.

Degree program in Photography, CP13, effective May 2019.

TCC program in Photography Video Specialist, PV11, effective May 2020.

TCC program in Photography Drone/UAV Specialist, PDS1, effective May 2020.

TCC program in Photography Event Specialist, PES1, effective May 2020.

TCC program in Photography Portrait Specialist, PP11, effective May 2020.

TCC program in Photography Digital Photographic Technician, PDP1, effective May 2020.

TCC program in Photography Commercial Specialist, PC41, effective May 2020.

TCC program in Georgia Film Academy On-Set Production Assistant, GF21, effective May 2019.

TCC program in Digital Imaging Specialist, DIA1, effective May 2019.

Ogeechee Technical College

Diploma program in Neuromuscular Massage Therapist, NT12, effective June 2018.

Diploma program in Automotive Fundamentals, AF12, effective June 2018.

Diploma program in Carpentry, CA22, effective June 2018.

IV. Approval for Program Standards and Revisions



The motion was made by Mr. Joe Yarbrough to approve program standards and revisions for June 2018. Motion was seconded by Mr. Chunk Newman and unanimously passed State Board approval.

State Board Standards and Revisions Summary for June 2018

Major Code	Program Name	Program Development	Award Level	Credit Hours
AB71	NCCER Advanced Carpentry	Standard	TCC	18
CF21	NCCER Carpentry Fundamentals	Standard	TCC	13
CT31	NCCER Carpentry Technology	Standard	TCC	34
CT33	NCCER Carpentry Technology	Standard	Degree	60
CT22	NCCER Carpentry Technology	Standard	Diploma	42
CMT3	NCCER Construction Management Technology	Standard	Degree	60
PMA2	Precision Manufacturing and Maintenance	Standard	Diploma	58
AB11	Advanced Business and Customer Service Technology	Central Georgia	TCC	11
AL31	Advanced Law Enforcement	Georgia Northwestern	TCC	15
AA73	Associate of Science in Nursing	Lanier	Degree	65
BC71	Banking and Finance Specialist	Central Georgia	TCC	16
CN11	Certified Nursing Assistant	Chattahoochee	TCC	10
DE31	Dual Enrollment Medical Office Support Technician	Southern Crescent	TCC	11
GC41	General Construction Assistant	Wiregrass Georgia	TCC	14
HI31	Health Information Assistant	Atlanta	TCC	16
HMC1	Health Information Specialist	Wiregrass Georgia	TCC	11

HI71	Health Information Systems	Atlanta	TCC	24
ID41	Interior Design Sales Consultant	Lanier	TCC	25
IT61	Introduction to Motor Controls	Central Georgia	TCC	10
LBT1	Literary Braille Transcriber	Central Georgia	TCC	27
MB71	Mechatronics Systems Technician	West Georgia	TCC	16
CM22	NCCER Construction Management Technology	Ogeechee	Diploma	53
OHP1	Ornamental Horticultural Production	Athens	TCC	14
PD71	Photovoltaic System Installation and Repair	Savannah	TCC	25
PNE2	Practical Nursing Educational Pathway Option	Chattahoochee	Diploma	61
SAF1	Sports and Fitness Management Specialist	Central Georgia	TCC	18
TM31	Transportation Management Systems	Atlanta	TCC	17

V. Academic Standards and Programs

Approval of Commissioner approval

The motion was made by Mr. Joe Yarbrough to authorize the Commissioner to approve Program Approvals, Program Terminations, and Program Standards and Revisions until the next state board meeting in August. Motion was seconded by Mrs. Shirley Smith and unanimously passed State Board approval.

That concluded the report.

• Adult Education

Shirley Smith for Ben Copeland

- Assistant Commissioner Beverly Smith reviewed a motion that was presented at the State Board Operations, Finance, and Planning Committee
- Dr. Serena Walked reported on the FY2019 request for application grant process which concluded with the renewal of 31 applications.



- Bobby Creech brought us up to date on local provider performance through April.
- Carla DeBose reported on the ESL Summit: 104 attendees each day. Evaluation results were very positive. CCRS: 105 Instructors attended.
- Latanya Overby: GED Graduates thru April are 5% higher than during the same period last year. Implemented the soft launch of the new GED online request form. As of Wednesday, June 6, 2018 preliminary results show 62% of the transcripts requested are using E-Script. The application will officially launch in July.
- Annaliza Thomas: CLCP will have three regional meetings this summer (July 10 in Lumpkin County, July 17 Peach County, and August 22 Mitchell County)

That concluded the report.

- **External Affairs and Economic Development**

Doug Carter

Quick Start- *Pam Griffin for Jackie Rohosky*

- During month of May there were 7 active prospects that have to potential of bringing 3,081 jobs to Georgia. The Governor's office made 4 announcements which promise to bring 1,100 new jobs to Georgia
- Quick Start's Events and Activities for May:
 - May 1-5 - Kia VIP's from India being hosted by KMMG and GA Quick Start all week
 - May 10 – DOL Commissioner Mark Butler toured the GA Bio-Science Center
 - May 14 – GA Chamber held monthly meeting at Kia Training Center
 - May 15 – Hosted delegation from South Africa at QS-Atlanta office
 - May 17 – Daniel Defense, Black Creek GA held Ribbon Cutting Ceremony
 - May 24 – Briggs & Stratton, Statesboro GA announcement with the Governor, Commissioner Arthur & Board member Tommy David attending

Communications Report- *Mark D'Alessio*

- The Communications team, along with the Secondary Education Initiatives team, held our second Strategic Marketing Summit at Central Georgia Technical College in Warner Robins with teams from Central Georgia Tech, Columbus Tech, Oconee Fall Line Tech, and South Georgia Tech. The marketing summits provide a demographic analysis of each college's service delivery area and explores how digital marketing can be more effective and cost-efficient than traditional marketing.



- Commissioner Arthur was featured in *The Atlanta Business Chronicle's* "Who's Who in Education" issue the week of May 18th. This annual issue is a guide of the top leaders in education in the metro Atlanta area. Central Georgia Tech president, Ivan Allen; Georgia Piedmont Technical College interim president, Glen Cannon; Chattahoochee Tech president, Ron Newcomb; West Georgia Tech president, Scott Rule; Atlanta Technical College president, Victoria Seals; Gwinnett Technical College acting president, David Welden; and Georgia Piedmont Tech vice president of adult education, Jacqueline Echols were also featured in the publication. We also ran a TCSG ad in the publication promoting the HOPE Career Grant.
- Coastal Pines Tech kicked off their digital marketing campaign with guidance and support of Aaron Sones and our Cox media partners. Aaron is also providing strategic marketing guidance to several other colleges.
- Assisted Wiregrass with the setup of a Facebook and Instagram campaign to promote fall enrollment.
- Set up a BIT (Behavioral Intervention Team) Marketing Committee, made up of 4 marketing/public relations colleagues at other colleges, to help develop a consistent messaging strategy for BIT Teams around the state – with the expectation of rolling it out in time for Fall semester.

Legislative Affairs – Neil Bitting

- Commissioner Arthur toured with the Governor during May:
 - Budget signing at Chattahoochee Tech
 - Commencement Exercises at Ogeechee Tech
 - Workforce Investment Board swearing in of new Board members
- Primary Elections were May 22 with run-off scheduled for July 24

Foundation

- New Foundation Executive Director Julie Fields will start on June 18. She comes to TCSG with much experience in fundraising from the University of GA's Botanical Gardens
- Internal Gift Giving Campaign continues. 100% from executive staff.
- Technical College Foundation board met earlier this week in Macon
- Phase II of the Marketing Campaign is underway
- RFP for new TCSG website is under construction

Economic Development- Pam Griffin for Laura Gammage

- Bid for mobile welding labs closed June 1 with Award date TBA



- Retraining Tax Credit meeting between Department of Revenue and TCSG is scheduled for June 19
- Economic Development Benchmark revisions update

That concluded the committee's report.

- **Facilities and Real Estate**

Chunk Newman

- I. **Approval of Real Estate Transactions**

The 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 Mr. Trey Shepard and unanimously passed State Board approval.

- A. **North Georgia Tech** – 0.5 AC from North Georgia Technical College Foundation, Inc.

DISCUSSION: North Georgia Technical College requests approval on the acquisition of 0.5 acres of improved land located on 1607 Highway 197 N, Clarkesville (Habersham County), GA, from the North Georgia Technical College Foundation, Inc., for the consideration of \$1.00, as the site for the Campus Police for North Georgia Technical College, subject to the approval of the State Properties Commission.

- B. **Savannah Tech** – 0.106 AC from Savannah Technical College Foundation, Inc.

DISCUSSION: Savannah Technical College requests approval on the acquisition of 0.106 acres of improved land located on 7 West Bay Street, Savannah (Chatham County), GA, from the Savannah Technical College Foundation, Inc., for the consideration not to exceed \$2,900,000.00, as the site for the Culinary Arts Program for Savannah Technical College, subject to the approval of the State Properties Commission.

- C. **Central Georgia Tech** - LOI for 45,836 SF from CGTC Foundation, Inc.

DISCUSSION: Central Georgia Technical College requests approval on the execution of Letter of Intent with the Central Georgia Technical College Foundation, Inc., covering 45,836 square feet of classroom and office spaces located at 3660 Eisenhower Parkway, Macon, GA, at the rental rate of



\$240,000.00 per annum, with an option to renew for 3 consecutive one year periods with no rent escalation.

D. Coastal Pines Tech - Rental of 22,223 SF from Glynn County Board of Education

DISCUSSION: Coastal Pines Technical College requests approval on the execution of renegotiated rental agreement #7913 with the Glynn County Board of Education, covering 22,223 square feet of classrooms and office spaces located at 4404 Glynco Parkway, Brunswick, GA, for the period beginning July 1, 2018, and terminating June 30, 2019, at the rental rate of \$16,794.00 per annum, with an option to renew for 7 consecutive one year periods at the same rental rate.

E. Lanier Tech - Rental of 2,000 SF from Lumpkin County Board of Commissioners

DISCUSSION: Lanier Technical College requests approval on the execution of renegotiated rental agreement #5175 with the Lumpkin County Board of Commissioners, covering 2,000 square feet of classrooms and office spaces located at 150B Johnson Street, Dahlonega, GA, for the period beginning July 1, 2017, and terminating June 30, 2018, at the rental rate of \$1.00 per annum, with an option to renew for 5 consecutive one year periods at the same rental rate.

II. Naming of Buildings

The motion was made by Mr. Chunk Newman to approve the naming of the following buildings. Motion was seconded by Mr. Joe Yarbrough and unanimously passed State Board approval.

A. Lanier Tech - Kubota Manufacturing Applied Technology Center on New Hall County Campus

DISCUSSION: Lanier Technical College requests approval on the naming of the Bicentennial Hall located on the New Hall County Campus to the "Kubota Manufacturing Applied Technology Center. In accordance with the state board policy, Lanier Technical College Local Board of Directors passed the resolution approving the name and the president's recommendation letter was received by the commissioner's office.



- Mr. Phil Sutton thanked Lanier Technical College for its partnership and support with Kubota for the last 30 years.

III. Approval of Construction Contracts

The 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 Mr. Jay Cunningham and unanimously passed State Board approval.

A. Athens Tech - \$788,500 with Integrated Building Services, Inc.

DISCUSSION: Athens Technical College requests approval on the execution of a construction contract for "Walton Campus Reroof" on the Walton County Campus of Athens Technical College, with Integrated Building Services, Inc., Marietta, GA in the amount of \$788,500.00, using local funds.

B. Athens Tech - \$489,735.00 with Garrett Paving Company, Inc.

DISCUSSION: Athens Technical College requests approval on the execution of a construction contract for "Commercial Truck Driving Range Renovation" on the Elbert County Campus of Athens Technical College, with Garrett Paving Company, Inc., Athens, GA in the amount of \$489,735.00, using local funds.

C. Central Georgia Tech - \$200,000.00 with Remfroe Construction Company

DISCUSSION: Central Georgia Technical College requests approval on the execution of a construction contract for "Barber Lab Renovation" on the Macon Campus of Central Georgia Technical College, with Remfroe Construction Company, LLC, Macon, GA in the amount of \$200,000.00, using local funds.

D. Chattahoochee Tech - \$126,338.00 with HCR Construction

DISCUSSION: Chattahoochee Technical College requests approval on the execution of a construction contract for "Restroom Renovations" on the Marietta Campus of Chattahoochee Technical College, with HCR Construction, Norcross, GA in the amount of \$126,338.00, using local funds.

E. Chattahoochee Tech - \$438,015.00 with Diversified Construction of GA, Inc.

DISCUSSION: Chattahoochee Technical College requests approval on the execution of a construction contract for "Welding Lab Renovation" on the



Paulding Campus of Chattahoochee Technical College, with Diversified Construction of GA, Inc., Tucker, GA in the amount of \$438,015.00, using local funds.

F. North Georgia Tech - \$142,343.00 with Conditioned Air Systems, Inc.

DISCUSSION: North Georgia Technical College requests approval on the execution of a construction contract for "HVAC Replacement at Purcell Metals Bldg" on the Clarkesville Campus of North Georgia Technical College, with Conditioned Air Systems, Inc., Gainesville, GA in the amount of \$142,343.00, using local funds.

G. Ogeechee Tech - \$419,479.00 with Y-Delta Inc.

DISCUSSION: Ogeechee Technical College requests approval on the execution of a construction contract for "Cosmetology Lab Renovation" on the Main Campus of Ogeechee Technical College, with Y-Delta Inc., Statesboro, GA in the amount of \$419,479.00, using local funds.

H. Savannah Tech - \$325,000.0 with Ben Hill Roofing and Siding

DISCUSSION: Savannah Technical College requests approval on the execution of a construction contract for "Goodman Hall Roof Replacement" on the Main Campus of Savannah Technical College, with Ben Hill Roofing and Siding, Douglasville, GA in the amount of \$325,000.00, using local funds.

I. South Georgia Tech - \$311,645.00 with Benning Construction Company

DISCUSSION: South Georgia Technical College requests approval on the execution of a construction contract for "Renovation of the Odom Center" on the Main Campus of South Georgia Technical College, with Benning Construction Company, Atlanta, GA in the amount of \$311,645.00, using local funds.

That concluded the committee's report

• **Governance, Compliance and Audit**

Tommy David for Michael Sullivan

College Campus Safety update:

- Continue to provide active shooter training to all employees and students
- The Chiefs of Police/Security Directors have been getting innovative in other areas of trainings related to active shooter and large scale emergencies.

Behavior Intervention Teams (BITs):

- These teams along with police presence remain the best options for the prevention of violent acts on our campuses.



- If you see something, say something campaign
- Initial visit with the BITs at all 22 colleges have been completed. Continued support of the teams by providing additional training, consulting with teams on particularly difficult cases and working with public relations personnel to effectively market the teams.

Standardization of Procedures:

- To increase continuity amongst the college police departments we are working with the Chiefs and Legal Affairs to establish standardized procedures for several higher liability areas.

Emergency Management:

- We continue to work with GEMA and Homeland Security in preparation for the upcoming hurricane season. Our colleges may be requested to serve as staging areas, shelter over flow sties and our trucking fleet is often called upon to transport supplies to various location.
- Georgia Piedmont Technical College recently delivered cots and water assets from Atlanta to South GA for pre-season staging.

Clery Act Compliance:

- System Office Clery Team has been established to support the colleges in a more team like approach to Clery compliance. This team will review the Annual Security Reports from all 22 colleges each year prior to their submission of the reports to the Department of Education.

Legal Services:

- Romy Smith on the legal team has done great job and I would love for her to give a presentation to the committee of the whole on this topic sometime in the future.
- Bottom line we have come a long way and I think we are doing a great job of emergency preparedness and Clery Act Compliance thanks to Jen, Romy, TCSG, and all the College Presidents.

I. Approval of Local Board Member Appointments/Reappointment

The motion was made by Mr. Tommy David to approve local board member appointments as listed in the Board materials. Motion was seconded by Mr. Phil Sutton and unanimously passed State Board approval.

That concluded the committee's report.



- Operations, Finance, and Planning

Tim Williams

- I. Expenditure/Contract Requests

Motion: 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 amount stated. Motion was seconded by Mr. Joe Yarbrough and unanimously passed State Board approval.

1. **TCSG/Tech Ed** – Request to pay the Board of Regents of the University System of Georgia for the GALILEO renewal fees for time period July 01, 2018–June 30, 2019; cost \$889,265.00. **State funds are available for this expenditure.**

Discussion: GALILEO (Georgia Library Learning Online system) - an initiative of the Board of Regents of the University System of Georgia - is Georgia's virtual library of licensed, commercial databases and selected free internet resources that offers access to thousands of full-text magazines, journals, encyclopedias, and electronic books to end users. This agreement allows the technical colleges to access the above-mentioned GALILEO resources, renews the current database subscription/software license, and pays for service maintenance fees. This online library system helps libraries save millions of dollars in costs and provides affordable services and resources.

2. **TCSG/Adult Ed** – Request to enter into a contract with Data Recognition Corp. for an unlimited license for TABE Online. TABE, or the Test of Adult Basic Education, is one of the approved student assessments that our local grantees use and the only one used in the Adult Basic Education/Adult Secondary Educ. Program. The contract provides an unlimited license of TABE test administrations for the local providers for the period of January 1, 2018 to June 30, 2019; cost \$180,000.00. **State funds are available for this expenditure.**

Discussion: This proposed expenditure is for TCSG-OAE to enter into an agreement with Data Recognition Corp. for a statewide-unlimited license for TABE Online, which would be used by local providers of Adult Ed. This contract enables grantees to save money by not having to enter into individual contracts, which would be a limited-use license at a higher cost. The contract will expand the opportunity to all grantees to use TABE Online at no cost to them, and will enable grantees to offer TABE assessments to individuals as an in-kind service to the various partners at the WorkSource Georgia Centers. The Online testing also provides greater reliability of the assessment data.



3. **Albany Technical College** – Networking equipment from CDW-G including 8 UCS Cisco blades/chassis to support VDI Thin Client classrooms across all programs in Academics; cost \$138,061.00. **Obsolete equipment bond funds are available for this expenditure.**

Discussion: Networking equipment is needed to replace aging blade servers that power the Academic classrooms VDI Thin Client environment. This purchase will allow the college to upgrade vSphere infrastructure to newer versions and reduce the number of vSphere hosts required to support the VDI environment. This will result in a cost savings on VMware licensing and allow the remaining HP infrastructure to be retired resulting in savings from maintenance costs for the HP equipment.

- 4 **Chattahoochee Technical College** – Cisco video endpoint systems from CDW-G including components, cables, licensing & support for instructional offices/classrooms; cost \$867,000.00. **Local & federal grant funds are available for this expenditure.**

Discussion: This video conferencing equipment will be utilized for implementing video-enhanced distance education in remote classrooms at the county High School level. Using video in the classroom will enable instructors to provide relatable, engaging, and interactive lessons to remotely connected students in Gilmer, Pickens, and Paulding counties. This purchase is partially funded by the USDA RUS Grant.

- 5-6. **Coastal Pines Technical College; total expenditures \$576,511.00 -- Local & obsolete equipment bond funds are available for these expenditures.**

- 5) Information Technology infrastructure equipment from CDW-G including servers, storage, file/battery backups, and networking equipment for server/data rooms to connect 6 campus locations; cost \$338,783.00.

Discussion: The college will be upgrading server virtualization, as well as storage infrastructure and supporting technologies this summer/fall semester. Several pieces of critical infrastructure have reached end of life, become inadequate, or haven't been purchased due to financial constraints. This need has become much more pronounced with growth and changes that were necessary to implement expansions such as SSO for Microsoft Office 365, Banner, and Blackboard as well as other core expansions. This purchase will provide servers, storage, file & battery backups, and networking equipment for the server & data rooms to host/interconnect the computers on six campus locations.



- 6) Four anatomical patient simulators & training from CAE Healthcare Inc. for nursing programs at Jesup campus; cost \$237,728.00.

Discussion: Nursing patient simulators are needed to provide students at the Jesup campus with the appropriate skills and simulation training before and during their clinical experiences. In order to streamline training, the same equipment that is used in the Nursing Program on the Waycross campus will be used at the Jesup location. This equipment will offer accurate simulation learning pedagogy along with audiovisual aids to enhance the learning of nursing students and to satisfy the simulation standards of best practices in nursing education.

7. **Georgia Piedmont Technical College** – Contract renewal with Intercontinental Commercial Services for FY2019 to outsource janitorial services to all campus/learning center locations; cost \$351,960.00. **Local funds are available for this expenditure.**

Discussion: This expenditure is for the renewal of the contract with Intercontinental Commercial Services to provide janitorial services at 4 campus locations; 8 buildings total including an auditorium/conference center. 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 the first of 4 optional renewal years.

8. **Gwinnett Technical College** – Renewal of foodservice contract with Smurti Corp for FY2019 for D. Scott Hudgens Early Education Center; cost \$227,000.00. **Local funds are available for this expenditure.**

Discussion: High quality and reliable foodservice is required to operate a model early education center (EEC). Food service is required daily to provide breakfast, lunch, and an afternoon snack for the children enrolled at the EEC, and menus must be developed in accordance with CCAFP food safety guidelines. The Center's relationship with the foodservice provider is a collaborative effort and ensures the highest quality of foodservice for the children enrolled. This is the first year of a four-year renewable contract.

9. **Savannah Technical College** – Four training manikin simulators from Laerdal Medical Corp. for the Practical Nursing Program at the Liberty Campus; cost \$128,459.00. **Bond funds are available for this expenditure.**

Discussion: Four new Laerdal training manikin simulators are needed for students in the Practical Nursing Program in the newly renovated Health Sciences Labs at the Liberty Campus. Simulators include a SimBaby, Sim Juniors, and SimMom. The



use of these simulators will allow students to gain valuable hands-on experience relating to life threatening situations involving pediatrics, as well as situations dealing with advanced labor & delivery.

II. Commissioner Authorization Motion

Motion: The motion was made by Mr. Tim Williams for the State Board to authorize the Commissioner to make all decisions, purchases and enter into necessary contracts between the June and August Board meeting dates that would otherwise require Board approval. Such decisions, purchases and contracts will be reviewed for ratification by the Board at the August 2018 meeting. Motion was seconded by Mr. Trey Sheppard and unanimously passed State Board approval.

III. Approval of TCSG Strategic Plan for FY2019

Motion: The motion was made by Mr. Tim Williams for the State Board to approve the TCSG Strategic Plan update for FY2019 as so noted in the materials in the State Board book. Motion was seconded by Mr. Joe Yarbrough and unanimously passed State Board approval.

Discussion: We estimated 2018 outcomes with currently available data and increased the goals by 3% for FY2019. No other significant changes were made to the plan.

IV. Approval of FY2019 Projected Budgets for each Technical College

Motion: The motion was made by Mr. Tim Williams for the State Board to approve the projected budgets for each technical college for Fiscal Year 2019. Motion was seconded by Mr. Trey Sheppard and unanimously passed State Board approval.

Discussion: The Commission on Colleges requires that projected budgets for accredited institutions be approved by their governing board. The governing board for all TCSG colleges is the State Board of the Technical College System of Georgia. The initial projected budgets for the institutions accurately reflect the estimated funds available during Fiscal Year 2019 based on both prior year data and current year projections. Projections may have been adjusted based on enrollment trends and will continue to be adjusted as actual current year data becomes available. The total of all the initial projected budgets matches the FY19 Appropriations Act as signed by the Governor.

That concluded the committee's report.



- **Executive Committee**

Madam Chair Anne Kaiser

The Committee will meet at a later date and the report will be giving at the next board meeting.

IV. COMMISSIONER'S COMMENTS

**Deputy Commissioner Linda
Osborne-Smith for Commissioner**

Matt Arthur

Deputy Commissioner Linda Osborne-Smith began by thanking the board for all their hard work. She listed a few items that TCSG had been a part of over the last month.

- Commissioner Arthur is currently in Israel on an economic development delegation trip with representatives from Governor Deal's office and the Department of Economic Development. Julia Ayers, Senior Executive Director in the TCSG office of Economic Development, is also on the trip.
- Just like Vice Chair Carter stated I am very excited to see the TCSG ads back on the air.
- On May 7 and 8, we held a Presidents' council meeting in Macon
- On May 9, Commissioner Arthur and Kia Motors Manufacturing Georgia's Stuart Countess joined a panel at *The Atlantic's* "Rethinking Higher Education" summit to discuss TCSG's role in educating Georgians and KMMG's partnership with TCSG.
- May 10, Commissioner Arthur, Martha Ann Todd, Collier Collier and I joined Governor Deal at Ogeechee Technical College for their spring graduation in Statesboro.
- On May 16, Commissioner Arthur joined Governor Deal at Lanier Technical College for Kubota Industrial Equipment Corporation's \$1 million check presentation to the Lanier Technical College Foundation. Kubota's donation will support the new Lanier Technical College Hall County Campus, which is scheduled to open in spring 2019.
- On May 18-20, Commissioner Arthur along with some of our TCSG board members attended the 2018 Governor's Valedictorian Reception at the Governor's Mansion. It was the 15th annual reception and over 500 Georgia valedictorians and their families attended.
- On May 21, Commissioner Arthur joined Governor Deal at the State Workforce Development Board meeting. Joe Dan Banker and his team did a great job and we look forward to having the Workforce Development team officially starting at TCSG on July 1, 2018.
- May 24, Commissioner Arthur joined Governor Deal for the Briggs and Stratton factory expansion in Statesboro, Georgia.



That concluded the Commissioner's report.

V. OTHER BUSINESS

Madam Chair Anne Kaiser

Madam Chair Kaiser thanked everyone for attending the meeting today. She ended her remarks by reminding the Board that their next meeting is Thursday, August 2, 2018 at the TCSG system office.

Madam Chair Kaiser thanked Deputy Commissioner Linda Osborne-Smith for his remarks during the General Session and Thanked Dr. Parker his remarks during the Committee of the Whole. Chair Kaiser hoped everyone would stay for lunch and if there was no further business for the board to discuss she asked for a motion to adjourn.

VI. ADJOURN

Madam Chair Anne Kaiser

That concluded Madam Chair's comments. **Motion was made by Mr. Joe Yarbrough to adjourn the June 7, 2018 State Board Meeting of the Technical College System of Georgia at 11:49 a.m. Motion was seconded by Mr. Doug Carter and passed State Board approval unanimously. Meeting stood adjourned.**