



STATE BOARD GENERAL SESSION

Anne Kaiser, *Madam Chair*
Doug Carter, *Vice Chair*
Ben Bryant
Shan Cooper
Ben Copeland
Lynn Cornett
Jay Cunningham
Tommy David
Mary Flanders
Randall Fox
Buzz Law

Chunk Newman
Richard Porter
Sylvia Russell
Trey Sheppard
Shirley Smith
Michael Sullivan
Phil Sutton
Baoky Vu
Dinah Wayne
Tim Williams
Joe Yarbrough

Draft MINUTES

Thursday, August 2, 2018

11:15 a.m. – 11:42 a.m.

System Office

1800 Century Place, 2nd Floor

Atlanta, Georgia 30345

Absent: Jay Cunningham, Mary Flanders, Anne Kaiser, Phil Sutton

I. WELCOME AND CALL TO ORDER

Vice Chair Doug Carter

Vice Chair Doug Carter called the August 2, 2018 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 and thanked everyone for their participation during their respective committees. He also thanked Dr. Mark Ivester, President of North Georgia Technical College (NGTC) and Amy Hulse, for their presentation during the Committee of the Whole which highlighted the history, work, and future of NGTC. He also thanked Joe Dan Banker, Assistant Commissioner, for his presentation on Workforce Development.

II. CHAIR'S COMMENTS

Vice Chair Doug Carter

Vice Chair Doug Carter's first order of business was to call for a motion to approve the minutes from the June 7, 2018 State Board meeting. Motion was made by Mrs. Shirley Smith, and was seconded by Mr. Joe Yarbrough, and was approved by the Board unanimously. Minutes stand approved.

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):

The motion was made by Dr. Lynn Cornett 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. The motion was seconded by Mr. Joe Yarbrough and was unanimously approved by the State Board.

Discussion:

Albany Technical College - Degree program in Advanced Medical Imaging, AM13, 64 Credit Hours, effective May 2019

The Radiologic Technology Program sponsored by Albany Technical College currently offers an Associates of Applied Science. This is the entry-level degree for radiologic technologists; however, it is not the terminal degree. Radiologic Technologists are able to specialize in different modalities post-registry, but the educational requirements have recently changed by the credentialing agency. The American Registry of Radiologic Technologists now requires structured education to apply for registries post primary pathways. Secondly, while there is projected growth for the radiologic technologists in the next ten years, technologists specializing in additional modalities are in great demand. Lastly, decreased enrollment has negatively affected the college's financial position. In hopes of providing solutions to these concerns, the Radiologic Technology program would like to develop marketing strategies for the Advanced Imaging Degree with embedded TCC's in computed tomography (CT) and magnetic resonance imaging (MRI), offer a unique educational curriculum unlike others in the region, and contribute quality entry-level workers to the community based on demands of the workforce.

Enrollment Projections:

Day Students Year 1: 0 Year 2: 0 Year 3: 0

Evening Students Year 1: 20 Year 2: 25 Year 3: 25

Albany Technical College - Diploma program in Barbering, BA12, 56 Credit Hours, effective January 2019

Being exempt from e-commerce, barbering is one profession that will not likely falter to automation or the online industry. In 2014 there were 56 local



barbering jobs within the region, 96% above the national average. From 2014-2024, it is projected that there will be a 39% increase in employment for barbers. Barbering is not just hair cutting, it is a personal grooming experience that is in high demand within our service area and promotes entrepreneurial opportunities. The addition of this program is projected to provide additional employment in our service area and stimulate the local economy. Student enrollment projections for the first year will be 20 students and 60+ students by year three. The costs associated with starting the program will be covered through a combination of state funding, tuition and fees, and live work revenue.

Enrollment Projections:

Day Students Year 1: 20 Year 2: 40 Year 3: 60

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

Albany Technical College - TCC program in Computed Tomography Specialist, CT91, 21 Credit Hours, effective May 2019

The Radiologic Technology Program sponsored by Albany Technical College currently offers an Associates of Applied Science. This is the entry-level degree for radiologic technologists; however, it is not the terminal degree. Radiologic Technologists are able to specialize in different modalities post-registry, but the educational requirements have recently changed by the credentialing agency. The American Registry of Radiologic Technologists now requires structured education to apply for registries post primary pathways. Secondly, while there is projected growth for the radiologic technologists in the next ten years, technologists specializing in additional modalities are in great demand. Lastly, decreased enrollment has negatively affected the college's financial position. In hopes of providing solutions to these concerns, the Radiologic Technology program would like to develop marketing strategies for the TCC in computed tomography, offer a unique educational curriculum unlike others in the region, and contribute quality entry-level workers to the community based on demands of the workforce.

Enrollment Projections:

Day Students Year 1: 0 Year 2: 0 Year 3: 0

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

Albany Technical College - TCC program in Magnetic Resonance Imaging Specialist, MRI1, 24 Credit Hours, effective August 2019

The Radiologic Technology Program sponsored by Albany Technical College currently offers an Associates of Applied Science. This is the entry-level degree



for radiologic technologists; however, it is not the terminal degree. Radiologic Technologists are able to specialize in different modalities post-registry, but the educational requirements have recently changed by the credentialing agency. The American Registry of Radiologic Technologists now requires structured education to apply for registries post primary pathways. Secondly, while there is projected growth for the radiologic technologists in the next ten years, technologists specializing in additional modalities are in great demand. Lastly, decreased enrollment has negatively affected the college's financial position. In hopes of providing solutions to these concerns, the Radiologic Technology program would like to develop marketing strategies for the TCC in magnetic resonance imaging, offer a unique educational curriculum unlike others in the region, and contribute quality entry-level workers to the community based on demands of the workforce.

Enrollment Projections:

Day Students Year 1: 0 Year 2: 0 Year 3: 0

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

Albany Technical College - TCC program in Professional Fire Apparatus Operator Engineer, PF31, 16 Credit Hours, effective August 2018

The proposed Professional Fire Apparatus Operator Engineer Diploma program will serve a dual purpose by attracting individuals wanting the certification and those fire service agencies in the area that can't afford to send their employees to the State Fire Academy to receive this specialized training. The initiative is expected to have a positive effect on high college enrollment rates, college grades, and progress toward obtaining a college diploma. At the present time no other college in the area offers this type of program. The Professional Fire Apparatus Operator Engineer is conducted in cooperation with the Georgia Fire Academy and Georgia Firefighter Standards and Training to ensure graduates have the skills, knowledge and credentials to serve as a credentialed Apparatus Operator Engineer. Graduates will be tested at the National Professional Qualifications level. The program will not require any additional funds except for office supplies. The number of students coming through the program if we ran both a day and night class for the first year (50). In three years (50). In closing opportunities for promotion depend upon, written examinations, hands-on tests that simulate real-world job situations, levels of certification one has obtained. This program will provide that to the certified firefighters seeking to advance their careers in the fire service.

Enrollment Projections:

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

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



Albany Technical College - Diploma program in Sustainable Renewable and Alternative Energy, SR12, 57 Credit Hours, effective January 2019

The Sustainable Renewable Alternative Energy Technology program is needed to accommodate the workforce demands of the new and remodeling construction industry. This program will provide students the occupational foundation needed for entry level employment within the renewable energy industry. This program will also allow secondary students an option to begin their postsecondary education, while in high school, by means of dual enrollment and joint enrollment opportunities. Therefore, providing more skilled workers for the workforce at an early age (18). There are no other colleges providing this program in our service delivery area or any adjacent service area. This program will follow the standards provided by TCSG. The program projects 18 students the first year and approximately 30 students during each year afterward.

Enrollment Projections:

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

Evening Students Year 1: 8 Year 2: 12 Year 3: 15

Coastal Pines Technical College - TCC program in Technical Management Specialist, TMS1, 24 Credit Hours, effective August 2018

The Technical Management Specialist TCC will enable Marketing students to obtain a short-term credential as well as allow students in technical programs to obtain management training to be eligible for promotions within their field of expertise. This is a request of students in the Industrial Systems, Electronics Technology, and Welding and Joining Technology Programs desiring to open their own business. There are no colleges in the immediate or adjacent service delivery areas that offer this program. The program will follow the state standardized curriculum. The first year supply and travel costs for the program are estimated to be \$1,500 due to existing faculty and facilities, with the third year being estimated at \$1,700 due to increased enrollment over time. Based on the current demand, the college expects the first year's total enrollment to be approximately six students and increasing to 13 students by the third year.

Enrollment Projections:

Day Students Year 1: 4 Year 2: 6 Year 3: 7

Evening Students Year 1: 2 Year 2: 4 Year 3: 6

Georgia Northwestern Technical College - TCC program in IEC Electrical Apprenticeship, IE11, 24 Credit Hours, effective August 2018



Georgia Northwestern Technical College would like to offer the IEC Electrical Apprenticeship TCC program as a way to equip graduates with the tools necessary to succeed in the electrical construction and maintenance field. According to federal labor projections, employment in the field is expected to grow by 6% through 2024. The IEC Electrical Apprenticeship program will foster the skills, knowledge, and attitudes required for job acquisition, retention, and advancement in this growing field. Graduates may also choose to continue their educational pursuits toward a diploma. No other colleges in or adjacent to our service area offer this program. The program is institutionally developed and meets State Board and general program standard requirements for programs at its award level. With other electrical maintenance and construction programs already in place, additional first year costs for the program are expected to be minimal with an anticipated \$1000 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 Firefighter II, FF21, 13 Credit Hours, effective January 2019

Georgia Piedmont Technical College along with DeKalb Fire Rescue and the DeKalb County School district are working on a partnership through Dual Enrollment, at our South DeKalb campus. This partnership is contingent based upon our college providing the Firefighter II TCC as well as the Firefighter I TCC. The students will complete the Firefighter I TCC in Fall of 2018 and move towards completion of the Firefighter II TCC for the Spring 2019 semester. DeKalb schools has committed to sending two classes of 24 students each by providing transportation to our campus. DeKalb Fire has committed to providing credentialed Instructors for GPTC's employment pool for these classes. In addition, they will provide equipment and training services when needed. DeKalb Fire will also provide the students with their required uniforms. DeKalb Fire Rescue desires to hire all graduates of the program with the requirement of obtaining the Firefighter II certification. This TCC allows the graduates to obtain the required certification. Furthermore, our main campus and its respective fires science technology program will benefit from this TCC as well. To ensure coverage of the course load, this program will only utilize new adjunct instructors. The addition for full-time faculty will not be necessary for this program.



Enrollment Projections:

Day Students Year 1: 48 Year 2: 58 Year 3: 78

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

Gwinnett Technical College - Degree program in Associate Degree Nursing Surgical Technician Bridge, AD43, 61 Credit Hours, effective August 2018
The addition of the Surgical Technician-to-RN Bridge program provides an innovative educational program that will enable healthcare professionals to become RNs. The Bridge program is attractive to students seeking to broaden their education in order to enter the workforce with a different skill set. Perioperative nursing is a specialty area prone to shortages. Many surgical technicians seek to advance within the perioperative nursing area, but to become a registered nurse they must to enroll into a nursing program the traditional way. Entry into a nursing program in a traditional pathway creates barriers (length of time, expenses, etc.) to pursuing the role of registered nurse. Offering the Surgical Technician-to-RN Bridge program is a unique way to support career growth. The local hospital industry is requesting more nurses. This pathway (Surgical Technician-to-RN) provides an accelerated program of study for certified surgical technicians into the RN profession. The program of study will follow the established Bridge programs at Gwinnett Technical College. The GA Board of Nursing and the Accreditation Commission on Education in Nursing (ACEN) reviewed and evaluated the curriculum of study (LPN and Paramedic Bridge programs) in spring 2016 and fully approved and granted continued accreditation to the programs. A substantive change proposal outlining the addition of the Surgical Technician-to-RN Bridge program must be submitted to ACEN as well as a program update to the GA BON. LPN/Paramedic/Surgical Tech will equally compose the Bridge program cohort and enrollment would not exceed present capacity for the Bridge program. No additional resources or faculty will be required, unless the program grows exponentially. Gwinnett Technical College would be the first in the nation to offer a Surgical Technician-to-RN Bridge program.

Enrollment Projections:

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

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

Ogeechee Technical College - TCC program in Diesel Electrical/Electronic Systems Technician, DE11, 10 Credit Hours, effective August 2018
With the further development of transportation related industries in the South Georgia area in counties near the Savannah port the college believes that this program will fill a need to produce employees that are trained and certified



ASE diesel mechanics needed to work on commercial trucks and diesel agricultural equipment and vehicles. In discussing with the 4 largest employers in our service area (Brady Truck Stop, Deloach Diesel, John Deere and Yancey) they all 4 expressed a need for trained technicians and mechanics to work on large commercial diesel trucks and agricultural heavy equipment. At the present time only Coastal Pines, Oconee Fall Line and South Georgia Technical Colleges have a diesel mechanic program. The first year cost of the program will be \$370,200 which will include instructor salary and benefits, startup equipment and supply costs, library purchases and travel for professional development for the new faculty member. The program will start with 15 students to ensure that the lab space is adequate to effectively teach this program and end in the third year with 25 students enrolled in the diesel mechanic program.

Enrollment Projections:

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

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

Ogeechee Technical College - TCC program in Diesel Engine Service Technician, DE21, 16 Credit Hours, effective August 2018

With the further development of transportation related industries in the South Georgia area in counties near the Savannah port the college believes that this program will fill a need to produce employees that are trained and certified ASE diesel mechanics needed to work on commercial trucks and diesel agricultural equipment and vehicles. In discussing with the 4 largest employers in our service area (Brady Truck Stop, Deloach Diesel, John Deere and Yancey) they all 4 expressed a need for trained technicians and mechanics to work on large commercial diesel trucks and agricultural heavy equipment. At the present time only Coastal Pines, Oconee Fall Line and South Georgia Technical Colleges have a diesel mechanic program. The first year cost of the program will be \$370,200 which will include instructor salary and benefits, startup equipment and supply costs, library purchases and travel for professional development for the new faculty member. The program will start with 15 students to ensure that the lab space is adequate to effectively teach this program and end in the third year with 25 students enrolled in the diesel mechanic program.

Enrollment Projections:

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

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



Ogeechee Technical College - TCC program in Diesel Truck Maintenance Technician, DTM1, 23 Credit Hours, effective August 2018

With the further development of transportation related industries in the South Georgia area in counties near the Savannah port the college believes that this program will fill a need to produce employees that are trained and certified ASE diesel mechanics needed to work on commercial trucks and diesel agricultural equipment and vehicles. In discussing with the 4 largest employers in our service area (Brady Truck Stop, Deloach Diesel, John Deere and Yancey) they all 4 expressed a need for trained technicians and mechanics to work on large commercial diesel trucks and agricultural heavy equipment. At the present time only Coastal Pines, Oconee Fall Line and South Georgia Technical Colleges have a diesel mechanic program. The first year cost of the program will be \$370,200 which will include instructor salary and benefits, startup equipment and supply costs, library purchases and travel for professional development for the new faculty member. The program will start with 15 students to ensure that the lab space is adequate to effectively teach this program and end in the third year with 25 students enrolled in the diesel mechanic program.

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

II. Approval for Program Standards and Revisions

Motion (Approval for Program Standards and Revisions):

The motion was made by Dr. Lynn Cornett to approve program standards and revisions for August 2018. The motion was seconded by Mr. Michael Sullivan and was unanimously approved by the State Board.

State Board Standards and Revisions Summary for August 2018

Major Code	Program Name	Program Development	Award Level	Credit Hours
AN71	Advanced Patient Care Assistant	Wiregrass Georgia	TCC	24
AS61	Animal Science	Athens	TCC	12
AD43	Associate Degree Nursing Surgical Technician Bridge	Gwinnett	Degree	61
PM12	Precision Manufacturing and Maintenance	Albany	Diploma	50
CN51	Certified Nursing Assistant	Gwinnett	TCC	18
EG12	Engineering Graphics	Albany	Diploma	46
IE11	IEC Electrical Apprenticeship	Georgia Northwestern	TCC	24
PPA1	Poultry Production and Processing	Athens	TCC	12
PF31	Professional Fire Apparatus Operator Engineer	Albany	TCC	16
SR12	Sustainable Renewable and Alternative Energy	Albany	Diploma	57

III. Ratification for Program Approvals

Motion (Ratification for Program approvals):

The motion was made by Dr. Lynn Cornett to ratify the Program Approvals that the Commissioner approved in July 2018. The motion was seconded by Mr. Joe Yarbrough and was unanimously approved by the State Board.

Albany Technical College

Diploma program in Precision Manufacturing and Maintenance, PM12, effective August 2018.

Degree program in Precision Manufacturing and Maintenance, PMA3, effective January 2019.

IV. College and Career Academy Update

Motion (Approval of Georgia Certified College and Career Academies):

The motion was made by Dr. Lynn Cornett that the college and career academies listed below be certified as Georgia College and Career



Academies, in accordance with the Dr. Joe Harless Georgia College and Career Academies certification process. The motion was seconded by Mr. Michael Sullivan and was unanimously approved by the State Board.

Discussion:

The Dr. Joe Harless Georgia College and Career Academies certification process partners the TCSG and the GaDOE Charter Division in a two-day accountability review of five standards:

- I. Governance and Leadership
- II. Strategic Planning and Sustainability
- III. Teaching and Assessing for Learning
- IV. Economic and Workforce Development
- V. Performance Contract

The Certification teams visited all CCA's listed below and found that they meet the applicable standards to be certified as Georgia College and Career Academies.

- Wiregrass Regional College and Career Academy, Douglas, GA.
- Houston County College and Career Academy, Warner Robins, GA
- W.S. Hutchings College and Career Academy, Macon, GA
- Central Education Center, Newnan, GA
- Hart Co College and Career Academy, Hartwell, GA

That concluded the report.

• **Adult Education**

Ben Copeland

- Total GED graduate for FY18: 10,613 which is a 5% increase over the FY17 graduate number.
- Total Duplicate Transcripts and/or Diplomas issued: 27,115
 - 82% ordered thru online request.
- Implementation of new GED e-Transcript option for transcript delivery.
 - Soft launch June 4, 2018 - 45% of requests utilized the new system during June.
- Marketing update: Adult Education is creating new 8 and 15 second commercials adapted from the previous 30 second commercials that ran last



year, which will allow them to run on additional social media platforms such as Snapchat and Instagram.

- Great Workforce Development update which was presented during the committee of the whole.

That concluded the report.

- **External Affairs and Economic Development**

Doug Carter

Report was given by Trey Sheppard, Vice Chair for the External Affairs and Economic Development Committee

- For the months of June and July there were 14 prospects for a total of 10,963 potential new jobs and 14 announcements for 3,530 jobs.
- Quick Start represented Georgia during a panel discussion at the Southern Economic Development Council Conference in Mobile.
- The Communications team released the Behavioral Intervention Team (BIT) marketing campaign to all 22 colleges. The plan is intended to raise awareness of the BIT teams to students, faculty, staff, and parents. All colleges should have a plan in place prior to the Fall semester.
- Commissioner Arthur and TCSG were featured in the latest edition of James Magazine in a story titled, "The State of Technical Education is Strong."
- The Communications team has completed three more Strategic Marketing Summits since the last board meeting
 - July 11 at Atlanta Technical College (Atlanta Technical College, Chattahoochee Technical College, Gwinnett Technical College)
 - July 18 at North Georgia Technical College (North Georgia Technical College)
 - July 31 at Wiregrass Technical College (Wiregrass Technical College, Albany Technical College, Coastal Pines Technical College)
- Coastal Pines Technical College implemented a strategic digital marketing strategy on June 1, and applications to their college are up 15% compared to this time last year.
- The mobile welding labs are being built, expect the delivery of at least one unit in December or January.

That concluded the committee's report.

- **Facilities and Real Estate**

Chunk Newman

- I. **Actions for Ratifications**



Motion (Action for Ratification):

The motion was made by Mr. Chunk Newman to ratify the contracts and sublease agreements executed by the Commissioner between June 7, 2018 and August 2, 2018 for the technical colleges listed below at a cost not to exceed the amount stated. The motion was seconded by Mr. Michael Sullivan and was unanimously approved by the State Board.

DISCUSSION: The State Board granted the Commissioner the authority to make all decisions, purchases and enter into necessary contracts between the June 7, 2018 and August 2, 2018, State Board meetings. The following designated construction contracts were entered into by the Commissioner for the technical colleges listed below at a cost not to exceed the amount stated and are to be ratified at the August 2, 2018 State Board meeting.

College	Vendor	Vendor City	Amount
Athens Tech	Dalton Carpet	Athens	\$125,862.00
West Georgia Tech	Dry Bone Roofing Co	Bogart	\$148,975.00
West Georgia Tech	LaGrange Air Force H&A	LaGrange	\$454,613.00
Chattahoochee Tech	Rick B GC	Acworth	\$370,000.00
Coastal Pines Tech	United Ground M't Serv	Reidsville	\$300,965.00
Chattahoochee Tech	Centennial Contractors	Atlanta	\$203,733.00
Chattahoochee Tech	Centennial Contractors	Atlanta	\$155,776.50

II. Approval of Real Estate Transactions

Motion (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. The motion was seconded by Mr. Trey Sheppard and was unanimously approved by the State Board.

A. Coastal Pines Tech – Convey 3.59 acres to City of Kingsland

DISCUSSION: Coastal Pines Technical College requests approval to surplus the 3.59 acre portion of the 20 acre property known as the "Camden County Campus" located at Centerfield Boulevard, Kingsland (Camden County), Georgia. The Gross Timber & Land, LLC, for consideration of \$110,000.00, conveyed the real property to the State of Georgia by Quit Claim Deed dated February 1, 2017, as found under the State's Real Property Record #11934. Coastal Pines Technical College



has determined that this property is no longer needed to carry out its mission and should be converted to the public right of way.

- B. Chattahoochee Tech** – Demolition of two houses - BLLIP ID #90959 & 72552

DISCUSSION: Chattahoochee Technical College requests approval to demolish the building known as 4219 & 4257 Etowah Drive (BLLIP Building ID #90959 & #72552), located on the North Metro Campus.

- C. Albany Tech** – Rental of 418 SF from Clay County Board of Commissioners

DISCUSSION: Albany Technical College requests approval on the execution of renegotiated rental agreement #7581 with the Clay County Board of Commissioners, covering 418 square feet of classrooms and office spaces located at 155-A Wilson Street, Fort Gaines, GA, for the period beginning July 1, 2018, and terminating June 30, 2019, 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.

- D. Oconee Fall Line Tech** – Rental of 4,800 SF from Washington County Board of Commissioners

DISCUSSION: Oconee Fall Line Technical College requests approval on the execution of renegotiated rental agreement #4961 with the Washington County Board of Commissioners, covering 4,800 square feet of classrooms and office spaces located at 1678 Kaolin Road, Sandersville, GA, for the period beginning July 1, 2018, and terminating June 30, 2019, at the rental rate of \$360.00 per annum, with an option to renew for 3 consecutive one year periods at the same rental rate.

- E. Albany Tech** - 5.03 AC from the Department of Juvenile Justice

DISCUSSION:

This motion was originally approved at the May 3, 2018 TCSG State Board meeting. However, the acreage of the DJJ property was misstated as 2.89 acres. The correct acreage of the property is 5.03.

Albany Technical College requests approval on the acquisition of 5.03 acres of improved land located on 2030 Newton Road, Albany (Dougherty County), GA, from the Department of Juvenile Justice, for



the consideration of \$10.00, as the site for the Criminal Justice Demonstration Center for Albany Technical College, subject to the approval of the State Properties Commission.

III. Approval of Construction Contracts

Motion (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. The motion was seconded by Mr. Trey Sheppard and was unanimously approved by the State Board.

- A. Gwinnett Tech** \$160,934.18 with Centennial Contractors Enterprises, Inc.

DISCUSSION: Gwinnett Technical College requests approval on the execution of a construction contract for "Diesel Lab Renovation" on the Main Campus of Gwinnett Technical College, with Centennial Contractors Enterprises, Inc., Atlanta, GA in the amount of \$160,934.18, using bond funds.

- B. Ogeechee Tech** \$459,900.00 with Paul S. Akins Company, Inc.

DISCUSSION: Ogeechee Technical College requests approval on the execution of a construction contract for "LOCL-440-004 World Class Lab Renovation" on the Main Campus of Ogeechee Technical College, with Paul S. Akins Company, Inc., Statesboro, GA in the amount of \$459,900.00, using bond funds.

- C. Ogeechee Tech** - \$922,225.00 with Sikes Brothers Inc.

DISCUSSION: Ogeechee Technical College requests approval on the execution of a construction contract for "TCSG-346 Truck Driving Pad" in Screven County, with Sikes Brothers Inc., Metter, GA in the amount of \$922,225.00, using bond funds.

That concluded the committee's report

• Governance, Compliance and Audit

Michael Sullivan

There are two motions for consideration, and State Board approval:



I. Service Delivery Area Change

Motion (Approval of Service Delivery Area Changes):

The motion was made by Mr. Michael Sullivan to move Morgan County from the Georgia Piedmont Technical College's service delivery area to the Athens Technical College's service delivery area upon the colleges' receipt of the necessary approvals from SACSCOC. The motion was seconded by Mr. Buzz Law and was unanimously approved by the State Board.

Discussion:

There are 91 students from Morgan county enrolled in Athens Technical College and only 34 (22 of which are dual enrollment) students enrolled at Georgia Piedmont Technical College. There is support from both the K-12 and Economic Development communities in Morgan County to transfer the service delivery area to Athens Technical College.

II. Local Board Member Appointments

Motion (Approval of Local Board Member Appointments/Reappointments):

The motion was made by Mr. Michael Sullivan to approve local board member appointments as listed in the Board materials. The motion was seconded by Mr. Buzz Law and was unanimously approved by the State Board.

That concluded the committee's report.

• Operations, Finance, and Planning

Tim Williams

I. New Expenditure Requests for August

Motion (Expenditure/ Contract Request):

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 as listed below at a cost not to exceed the amount stated. Motion was seconded by Mr. Tommy David and was unanimously approved by the State Board



1. **TCSG/IT** – Request to pay Banc of America/Cisco Capital for the annual Cisco Voiceover IP/Collaboration Enterprise Agreement for FY2019; cost \$228,461.00. **State funds are available for this expenditure.**

Discussion: This expenditure is to pay Cisco for VoIP/Collaboration software, licensing and support at each of the technical colleges, TCSG system office and Georgia Quick Start. Cisco VoIP is the standard telephony and collaboration platform used by the system. The enterprise agreement gives us continual access to upgrades, expanded features, and 24/7 technical support.

2. **TCSG/PR** – Continuation of advertising services for FY2019 from Blue Heaven Media, LLC for the statewide advertising plan to promote education opportunities available @ the state's technical colleges; cost \$3,000,000.00. **State funds are available for this expenditure.**

Discussion: TCSG is working with Blue Heaven Media, LLC for marketing services system-wide to promote education opportunities available at the state's technical colleges in FY2019. Advertising will be conducted in regional marketing areas that cover all college service delivery areas. Advertising venues include television, radio, and social media platforms such as Facebook, Twitter, YouTube, Snapchat, Instagram, etc.

3. **TCSG/Student Affairs** – Amendment to increase the original FY2019 renewal agreement with EverFi, Inc. by \$64,500.00. Original request was approved by the Board in May 2018 for \$192,096.00; total cost \$256,596.00. **State funds are available for this expenditure.**

Discussion: This additional amount to the FY2019 renewed contract with EverFi, Inc. is for the faculty/staff expanded catalog and expanded Administrative access for the technical colleges. EverFi provides online platform services to support the TCSG colleges in their endeavor to comply with federal regulation and legislation specific to sexual assault/violence, alcohol and other drug use. This program will allow colleges to educate students about sexual assault/violence as well as drug/alcohol abuse with the key being "prevention". This is a federal requirement for all institutions receiving Title IV aid.

II. **Expenditures/Contract Requests Needing Ratification**

Motion (Expenditure/Contract request Needing Ratification):



The motion was made by Mr. Tim Williams for the State Board to ratify all decisions, purchases, and contracts made by the Commissioner for requests submitted by the system office and technical colleges between the June and August 2018 State Board meetings. Authority was granted to the Commissioner at the June meeting for approval of such requests at a cost not to exceed the amounts stated by each technical college/system office. The Motion was seconded by Mr. Michael Sullivan and was unanimously approved by the State Board

1. **TCSG/Economic Dev. – Request to purchase four Mobile Certification Welding Units from Holston Gases for TCSG economic development initiative; cost \$1,821,788.00. *State funds are available for this expenditure.***

Discussion: In the Amended 18 budget, the Governor recommended and the General Assembly approved a budget line item for 4 mobile welding labs for TCSG economic development initiative. Each trailer will house 6 welding booths that can be configured to instruct on STICK, TIG, MIG, Pulsed & Flux Cored. The fully self-contained mobile welding labs will provide greater flexibility to deliver onsite training for companies, technical colleges, high schools, Department of Corrections, and other customers.

2. **TCSG/Tech Ed – Authorization to secure the FY2019 Amendment between TCSG and USG Board of Regents for the yearly participation fee with the Georgia Transfer Articulation Cooperative Services (GATRACS); cost \$135,242.00. *State funds are available for this expenditure.***

Discussion: Georgia Transfer Articulation Cooperative Services (GATRACS) is a partnership between the University System of Georgia, Technical College System of Georgia, Georgia Dept. of Education, and the Georgia Student Finance Commission. The objective of GATRACS is to improve information on articulation opportunities and course transferability in the State of Georgia. All participating agencies are charged a fee to participate in the service.

3. **TCSG/IT – Authorization to pay Ellucian for annual Banner, DegreeWorks, and Financial Aid software maintenance fees for FY2019; cost \$779,962.00. *State funds are available for this expenditure.***

Discussion: This expenditure is to pay maintenance fees to Ellucian for the Banner Student, Mobile, Intelligent Learning Platform (ILP), DegreeWorks, and Financial Aid software at each of the technical colleges and for development servers at the TCSG system office. Banner is the Student Information System used by the technical colleges; Mobile, ILP, DegreeWorks, and the Financial Aid module are integrated with Banner. Ellucian software maintenance is required for upgrades and technical support.



4. **TCSG/IT** – Authorization to pay CDW-G for the renewal of NetApp maintenance & support for FY2019 for all technical colleges & system office; cost \$165,421.00. **State funds are available for this expenditure.**

Discussion: This expenditure is to renew NetApp maintenance & support for FY19. NetApp is utilized by the technical colleges & system office as a shared data storage solution for all critical data used by the system. NetApp is the leading provider of storage technology and has been in use by our system for over 5 years. We have consolidated the contract across the system to secure deeper discounts and a higher level of service as a large customer.

5. **TCSG/IT** – Authorization to pay SHI for the renewal of Proofpoint email archiving services for FY2019 for all technical colleges/system office; cost \$191,080.00. **State funds are available for this expenditure.**

Discussion: This expenditure is to renew Proofpoint email archiving services for FY19. Proofpoint is utilized by the technical colleges/system office to archive all email traffic for 5 years as required by state law. Proofpoint is the leading provider of email archiving services and has been in use by our system for over 7 years.

6. **TCSG/IT** – Request to pay SHI for the annual Microsoft software licensing and maintenance fees for FY2019; cost \$918,296.00. **State funds are available for this expenditure.**

Discussion: This expenditure is to pay yearly software licensing and maintenance fees for the Microsoft Enterprise Licensing Agreement (ELA). Microsoft software is used in each of the technical colleges by faculty, staff and students as well as by Quick Start and TCSG system office staff. The ELA grants licensing and/or upgrades for all applicable Microsoft software and cloud services, such as Office 365, used throughout the system.

7. **TCSG/IT** – Request to purchase Red Hat Enterprise Linux from SHI for Virtual Datacenters for FY2019; cost \$195,797.00. **State funds are available for this expenditure.**

Discussion: Red Hat Enterprise Linux is the operating system used to host Banner in the virtualized environment at all TCSG colleges/system office. Pricing is based on the number of servers used for production and development.



8. **TCSG/IT** – Request to pay CDW-G for Cisco Smartnet maintenance fees for FY2019; cost \$905,097.00. **State funds are available for this expenditure.**

Discussion: This expenditure is to pay Smartnet maintenance fees to CDW-G for maintenance on all Cisco equipment used by each of the technical colleges and system office. This equipment is the backbone of all the agency's networks. By consolidating these expenses, we achieve better pricing and a higher level of support from Cisco.

9. **Albany Technical College** – Surgical technology lab equipment from Seattle Technology for renovated operating rooms for Surgical Technology Program; cost \$248,683.00. **World Class Lab bond funds are available for this expenditure.**

Discussion: ATC had renovations done this year to include 2 new state-of-the-art operating rooms for the Surgical Technology Program. The previous operating room was built in 1994 and did not reflect what is currently being used in the field to adequately prepare students for clinicals. This equipment is needed for the two renovated rooms to offer a critical student learning experience.

10. **Atlanta Technical College** – 150 Optiplex computers, 100 monitors, & 20 laptops from Dell for student labs, faculty & staff offices; cost \$162,530.00. **Obsolete equipment bond funds are available for this expenditure.**

Discussion: Computer equipment is needed to replace obsolete equipment in faculty/staff offices and in student labs to address the academic needs of the student. The computers targeted for replacement are outdated/non-functioning and need to be refreshed. This equipment is also needed in order to support software/applications needed to operate properly and securely. Adequate computer hardware/software are essential to the delivery of information in today's colleges to the efficient management of those institutions.

- 11-12. **Chattahoochee Technical College; total expenditures \$470,146.00.**
Local funds are available for these expenditures –

- 11) NetApp replacement equipment from CDW-G including A300 disk shelf plus shelf conversion kit for Marietta & North Metro campuses; cost \$234,859.00.

Discussion: Equipment is needed to replace the existing FAS8020 disk shelf at the Marietta campus datacenter with a newer, faster, all flash disk shelf. This system is specified to meet the performance demands



of Banner, Voice, and the vast library of other services hosted in the virtualized environment. Also included is a conversion kit to adapt the existing FAS2554 at the North Metro campus into a disk shelf. It will be combined with the FAS8020 to provide functional disk performance and capacity for disaster recovery and duplication of services to the North Metro campus.

- 12)** 250 Precision Workstation Mini Tower desktop computers from Dell and 15 Dell adapter-DisplayPort to VGA for North Metro campus; cost \$235,288.00.

Discussion: Computer equipment is needed to replace obsolete equipment in classrooms at the North Metro main campus and to address the academic needs of the student. The computers targeted for replacement are 8+ years old which is beyond the 5-7 years of expected usability. This equipment is also needed in order to support software/applications needed to operate properly and securely.

- 13. Georgia Piedmont Technical College** – Contract renewal with Consolidated Facility Services for FY2019 to outsource janitorial services to two Newton County campus locations; cost \$133,992.00. **Local funds are available for this expenditure.**

Discussion: This expenditure is for the renewal of the contract with Consolidated Facility Services to provide janitorial services at two Newton County campuses covering 4 buildings including an auditorium/ conference center area. 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.

- 14. Gwinnett Technical College** – Audio visual equipment from Howard Computers for 17 newly renovated classrooms on Lawrenceville Campus; cost \$301,801.00. **Bond funds are available for this expenditure.**

Discussion: The purchase of this AV equipment will cover the full AV renovation for 17 classrooms on the Lawrenceville Campus that have outdated and unrepairable equipment. Upgrades and replacement includes but are not limited to new projectors, screens, podiums, Crestron switchgear and associated programming.



- 15. Oconee Fall Line Technical College** – Renewal of annual contract with Parker Fibernet for FY2019 for Ethernet services for Dublin and Sandersville campus locations; cost \$125,400.00. **State funds are available for this expenditure.**

Discussion: The college is seeking to renew their annual contract with Parker Fibernet for FY2019 to provide connectivity between the Dublin and Sandersville campus locations by way of 56 Marietta (TCSG rack). This option was the most effective way to provide connectivity between campuses for the merged college. This is an annual contract that was bid in FY2015 and is being requested for the third year renewal option.

- 16. Savannah Technical College** – Renewal of lawn/grounds maintenance contract with Lanier Lawn Care for FY2019 for all campus locations; cost \$131,800.00. **State funds are available for this expenditure.**

Discussion: The college is seeking to renew their contract with Lanier Lawn Care for lawn/grounds maintenance for all campus locations including Savannah, Liberty, Crossroads, Effingham, and Aviation. STC does not have sufficient internal staff to maintain campus grounds so it is crucial to utilize the services of an outside supplier in order for the college to maintain a clean, neat, appealing appearance for all of its grounds areas. This is the third renewal of a 4-option renewable contract.

That concluded the committee's report.

• **Executive Committee**

Vice Chair Doug Carter

Vice Chair Doug Carter thanked the committees for their reports.

He stated the Executive committee had a great meeting this morning. They approved the minutes from the previous meeting and also heard an update on Georgia Piedmont Technical College President search. They are looking forward to hearing the search committee's recommendation on a new president soon.

That concluded the committee's report.

IV. COMMISSIONER'S COMMENTS

Commissioner Matt Arthur

Commissioner Matt Arthur began by thanking the board for all their hard work. He listed a few items that TCSG had been a part of over the last month.

- He welcomed Melody DeBussey, Director for the Georgia State Senate Budget office, Austin Trott, Economic Development, Higher Education for the Georgia



Senate Budget office, and Deja Velasquez, Fiscal Policy Analyst Governor's Office of Planning and Budget.

- He stated all the College President evaluations have been completed. He is planning next year to have all the evaluation done before May 2019.
- Workforce Development is now a part of TCSG starting July 1, 2018. Joe Dan Banker and his team have been very busy and will be moving to 1800 Century Place in the next few weeks
- On July 10, 2018 the Commissioner joined Governor Deal in Augusta for the grand opening of the \$100 million state-of-the-art Cyber Center. Augusta Technical College currently has around 270 students at the Cyber center.
- He said that there was a President's Council meeting in July. The council is working towards the TCSG mission to put a workforce out and be more efficient with the same quality.
- New fiscal year started on July 1, 2018. He thanked Penni Haberly and her team for all the hard work they have done to close out the fiscal year.
- He is hoping to present a candidate for Georgia Piedmont Technical College (GPTC) President position very soon.
- He also updated the board on GPTC; contrary to media reports GPTC is not leaving South DeKalb- the rent on the current location is too expensive. We are working with the landlord and State Property Commission on a resolving the issue. However, we remain committed to serving that area particularly with Adult Education services.

That concluded the Commissioner's report.

VI. OTHER BUSINESS

Vice Chair Doug Carter

Vice Chair Carter thanked everyone for attending the meeting today. He reminded the Board that their next meeting is Thursday, September 6, 2018 at Gwinnett Technical College Alpharetta Campus.

Vice Chair Carter thanked Commissioner Arthur for his remarks during the General Session and thanked President Mark Ivester and Joe Dan Banker for their remarks during the Committee of the Whole. Vice Chair Carter hoped everyone would stay for lunch and if there was no further business for the board to discuss he asked for a motion to adjourn.

ADJOURN

Vice Chair Doug Carter

That concluded the Vice Chair's comments. **Motion was made by Mr. Ben Copeland to adjourn the August 2, 2018 State Board Meeting of the Technical College System of Georgia**



at 11:42 a.m. Motion was seconded by Mr. Joe Yarbrough and passed State Board approval unanimously. Meeting stood adjourned.