



# 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  
Phil Sutton  
Baoky Vu  
Dinah Wayne  
Tim Williams  
Joe Yarbrough

## MINUTES

**Thursday, December 6, 2018**

11:43 a.m. – 12:22 p.m.

System Office

1800 Century Place, 2nd Floor

Atlanta, Georgia 30345

Absent from the General Session: Baoky Vu, Jay Cunningham, Tim Williams, Sylvia E Russell

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## I. WELCOME AND CALL TO ORDER

**Chair Anne Kaiser**

Madam Chair Kaiser called the December 6, 2018 State Board meeting of the Technical College System of Georgia [TCSG] to order at 11:43 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 Clara Keith Brown for facilitating the 2018 TCSG State board training during the Committee of the whole. She said that the board learned a lot and are very appreciative of Mrs. Brown and all those that worked on the material.

## II. CHAIR'S COMMENTS

**Chair Anne Kaiser**

Madam Chair's first order of business was to call for a motion to approve the minutes from the October 30, 2018 State Board meeting. **A Motion was made by Mrs. Mary Flanders, was seconded by Mr. Ben Bryant, and passed approval by the Board unanimously. Minutes stand approved.**

## III. 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.



- On November 5, 2018 Governor Deal announced Georgia was named by Site Selection as the number one place for business for the sixth year in a row.
- On November 6, 2018 TCSG along with USG, GSFC, and Governor Deal accepted a check from the Georgia lottery corporation. Over the last 25 years the lottery has given \$20 Billion to the State of Georgia to fund education programs including the HOPE Scholarship.
- The selection committee has met and conducted interviews for the new President of Oconee Fall Line Technical College. At this time, he is not ready to make a recommendation, but will talk with Madam Chair Kaiser to possible schedule a special TCSG board meeting to approve the president.
- On November 7-8 the State Workforce Development Board met in Albany, Georgia.
- On November 8-9 College and Career Academies held formal interviews at the System office. It was nice to have several TCSG State Board members attend and sit in on the interviews.
- November 13-17 the Georgia General Assembly held a special session. The General Assembly passed a \$270 million relief package for communities directly impacted by Hurricane Michael.
- Georgia Piedmont Technical College (GPTC) continues to navigate difficult times. RIF was necessary to ensure the future viability of the college. It does not impact faculty in the classroom. GPTC is being responsible in managing funds to balance the college's income with its outflow. This RIF is expected to save the college \$1.4 million this year and will affect 22 current positions at the college. Budget projections based on current enrollment show \$5 million shortfall. Ending GPTC's placement on HCM2 status before Spring semester will increase cash flow. The second of three required reimbursement requests have been submitted; the first was approved with not problems. We expect the second to be approved in mid-December and will submit the third and final one. TCSG staff is on-site daily to ensure Financial Aid is being administered appropriately and submissions are correct. TCSG has assumed responsibility for all purchasing and other financial administrative functions.
- He also mentioned and acknowledged the responses to the State Board self-evaluation survey and part one of the board training on ethical responsibilities that took place in the Committee of the whole today, December 6, 2018. Training will continue with two segments to come later in FY19 on Leadership Development and Fiscal Duties & Responsibilities.

That concluded the Commissioner's report.

#### **IV. COMMITTEE REPORTS**

#### **COMMITTEE CHAIRS**



- **Academic Affairs**

**Lynn Cornett**

- I. **Academic Standards and Programs**

**Motion (Approval of AAS Degrees and TCCs):**

**MOTION:** The motion was made by Dr. Lynn Cornett that the college requests listed below to offer AAS degree and TCC 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. The board voted and the motion was unanimously approved.

**DISCUSSION:**

**Athens Technical College** - Degree program in Conservation Law Enforcement, CL13, 69 Credit Hours, effective August 2019.

The Conservation Law Enforcement program developed collaboratively with Ogeechee Tech involves a combination of Criminal Justice courses and Fish and Wildlife courses to prepare students for successful employment in a range of professions within natural resources. The Criminal Justice courses provide students with an overview of the criminal justice system focusing on theoretical and practical applications in law enforcement. Fish and Wildlife courses provide students with applicable knowledge and skills in the areas of wildlife populations, habitats, wildlife management, and maintenance. The program was developed in collaboration with the Georgia Department of Natural Resources to mitigate the challenges faced by the agency in hiring qualified applicants. The program provides students with the specialized knowledge and skills needed to serve the State of Georgia and its communities across the state. The Georgia Department of Natural Resources cite the need for ongoing recruitment statewide to fill vacancies due to a large percentage of their current workforce nearing retirement and a lack of qualified applicants to fill these and other ongoing vacant positions. In addition, at completion of the program, students will have additional job opportunities in protective services and conservation roles within public and private agencies and organizations. This program will be offered utilizing a co-developed program consisting of courses included within the Criminal Justice program and the Fish and Wildlife Management program, which have both been approved by the State Board. The program will include an additional co-developed course that draws content and learning outcomes from two previously approved courses. This new course will be used to provide students with a general knowledge of



mammology and North American waterfowl. The new course was reviewed by the Georgia Department of Natural Resources and found to offer the content needed for successful employment within their agency. The enrollment in this program will begin with 12 students and grow in the third year to 22 students. Upon graduation students will be equipped with the necessary specialized knowledge and skills to be effective and efficient employees in protective service and natural resource fields. Costs associated with the program will include fish and wildlife equipment and one new faculty member. Equipment will be purchased through funding of the institution's new Agriculture Science building. The additional faculty member will be funded using state appropriated funds.

**Enrollment Projections:**

Day Students Year 1: 12 Year 2: 17 Year 3: 22

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

**Coastal Pines Technical College** - TCC program in Aircraft Assembly Technician, AA61, 12 Credit Hours, effective May 2019.

Glynn County, Georgia is experiencing a large growth in the area of aviation. Several of the aviation businesses in Glynn County contacted Coastal Pines Technical College inquiring about program opportunities to train entry level employees for the aviation industry. The companies reported having difficulty recruiting workers with the necessary basic skills to man their workforce. One company alone predicts within the next year to have over 50 openings for aviation technicians in the Brunswick area. Currently Savannah Technical College is the only college near Coastal Pines that offers a program related to the aviation industry. The state standardized program will begin its first year with a projected enrollment of 15 students with an annual cost of \$17,700 and this will increase in the third year to an enrollment of 20 students with an annual cost of \$24,600. The program is planned to be offered as a dual enrollment option in the Glynn County area. Annual costs for the program include adjunct faculty salary and travel, program equipment and supplies, and library resources.

**Enrollment Projections:**

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

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

**Coastal Pines Technical College** - TCC program in Basic Commercial Fisherman, BCF1, 12 Credit Hours, effective January 2019.



The Basic Commercial Fisherman program is needed in the Coastal Georgia area to train a workforce for the commercial fishing industry. The request is due to employers experiencing difficulties in the recruitment of candidates with basic skills for the commercial fishing industry. Currently no other college in the Southeast Georgia area offers a program for the commercial fishing industry. McIntosh County currently has approximately 15 position for new employees with an entry wage ranging from \$12 -\$15 per hour. The industry is expected to continue to grow for McIntosh County due to the increased interest in seafood such as oysters, jelly fish and other fish that are harvested from the local waters. The institutionally developed program is planned to begin with a first year enrollment of 15 students at a cost of \$14,750 and escalate to a third year enrollment of 20 students at a cost of \$17,000. The tuition funded costs will include instructor salary, program equipment, supplies, library resources and instructor travel.

**Enrollment Projections:**

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

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

**Ogeechee Technical College** - Degree program in Conservation Law Enforcement, CL13, 69 Credit Hours, effective August 2019.

The Conservation Law Enforcement program developed collaboratively with Athens Tech involves a combination of Criminal Justice courses and Fish and Wildlife courses to prepare students for successful employment in a range of professions within natural resources. The Criminal Justice courses provide students with an overview of the criminal justice system focusing on theoretical and practical applications in law enforcement. Fish and Wildlife courses provide students with applicable knowledge and skills in the areas of wildlife populations, habitats, wildlife management, and maintenance. The program was developed in collaboration with the Georgia Department of Natural Resources to mitigate the challenges faced by the agency in hiring qualified applicants. The program provides students with the specialized knowledge and skills needed to serve the State of Georgia and its communities across the state. The Georgia Department of Natural Resources cite the need for ongoing recruitment statewide to fill vacancies due to a large percentage of their current workforce nearing retirement and a lack of qualified applicants to fill these and other ongoing vacant positions. In addition, at completion of the program, students will have additional job opportunities in protective services and conservation roles within public and private agencies and organizations.



This program will be offered utilizing a co-developed program consisting of courses included within the Criminal Justice program and the Fish and Wildlife Management program, which have both been approved by the State Board. The program will include an additional co-developed course that draws content and learning outcomes from two previously approved courses. This new course will be used to provide students with a general knowledge of mammology and North American waterfowl. The new course was reviewed by the Georgia Department of Natural Resources and found to offer the content needed for successful employment within their agency. The enrollment in this program will begin with 12 students and grow in the third year to 22 students. Upon graduation students will be equipped with the necessary specialized knowledge and skills to be effective and efficient employees in protective service and natural resource fields.

Enrollment Projections:

Day Students Year 1: 12 Year 2: 17 Year 3: 22

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

**Southern Crescent Technical College** - AAS Degree program in Interdisciplinary Studies, AF53, 61 Credit Hours, effective August 2019.

The A.A.S. in Interdisciplinary Studies degree is needed at Southern Crescent Technical College to meet the demands for students who need flexibility in their program offerings. A student might choose an interdisciplinary studies program if his or her specific goals and interests cannot be met through a school's existing majors, minors and electives. Students in the AIS degree will receive intrusive advisement to ensure that required general education courses are taken along with degree-level courses that will lead to a completed technical certificate of credit within their first two semesters. No student, even one who is undecided, will spend more than two/three semesters at the college without a marketable credential. The college has developed degree pathways within AIS. All courses taken within the AIS degree are currently offered at the college and no additional faculty or equipment will be needed.

Enrollment Projections:

Day Students Year 1: 200 Year 2: 250 Year 3: 300

Evening Students Year 1: 50 Year 2: 50 Year 3: 50

## II. **Program Terminations**



**MOTION:** The motion was made by Dr. Lynn Cornett that the college requests listed below to terminate the degrees, diplomas and TCCs programs be approved for the semester specified for the request. The motion was seconded by Mrs. Shan Cooper. The board voted and the motion was unanimously approved.

### **Terminations of Diplomas, AAS Degrees and Technical Certificates of Credit**

#### **Albany Technical College**

Diploma program in Electronics Fundamentals (EF12), effective January 2019.  
Diploma program in PC Maintenance Specialist (PMS2), effective January 2019.

#### **Athens Technical College**

TCC program in Eligibility Determination Specialist (ED11), effective January 2019.  
TCC program in Flux Cored Arc Welder (FC61), effective January 2019.  
TCC program in Landscape Design (LD21), effective January 2019.  
TCC program in Direct Support Professional (DS11), effective January 2019.  
TCC program in Certified Personal Trainer (CP31), effective January 2019.  
TCC program in Health Information Technician (HI41), effective January 2019.  
TCC program in Industrial Electrical Controls (IE31), effective January 2019.  
TCC program in Public/Private Crisis Manager (PCF1), effective January 2019.  
TCC program in Basic Electronic Assembler (BE41), effective January 2019.

#### **Central Georgia Technical College**

TCC program in Dual Enrollment Cisco Network Specialist (MO51), effective May 2019.  
TCC program in Dual Enrollment Java Programmer (MOJ1), effective May 2019.  
TCC program in Dual Enrollment Network Technician (MON1), effective May 2019.  
TCC program in Geriatric Care Assistant (GC51), effective May 2019.  
TCC program in Dual Enrollment Help Desk Specialist (MOH1), effective May 2019.  
TCC program in Dual Enrollment Microsoft Network Administrator (MO11), effective May 2019.  
TCC program in Dual Enrollment Linux/UNIX System Administrator (MO31), effective May 2019.





### **Gwinnett Technical College**

TCC program in Electrical Contracting Technician (ECL1), effective January 2019.  
TCC program in Residential Wiring Technician (RW21), effective January 2019.  
TCC program in Film Production - Scenic Technician II (FAT1), effective January 2019.  
TCC program in Film Production - Scenic Technician I (FI21), effective January 2019.  
TCC program in Film Production - Hair & Make-up Technician I (FP11), effective January 2019.  
TCC program in Health Care Science (HS21), effective January 2019.

### **North Georgia Technical College**

TCC program in Industrial Pipefitting (IP11), effective January 2019.  
TCC program in Basic Marine Engine Technician (BM41), effective January 2019.  
TCC program in Process Control Technician I (PC61), effective January 2019.  
TCC program in Industrial Motor Control Technician (IM41), effective January 2019.

### **Oconee Fall Line Technical College**

TCC program in Advanced Emergency Medical Technician (AEMT) (EMH1), effective January 2019.  
TCC program in Emergency Medical Technician (EMT) (EMJ1), effective January 2019.

### **Ogeechee Technical College**

TCC program in Social Media Marketing (SM11), effective January 2019.  
TCC program in Patient Care Assistant (PC21), effective January 2019.  
TCC program in Web Site Developer (ISE1), effective January 2019.  
Vascular Technology program in Vascular Technology Specialist (VTS1), effective January 2019.  
TCC program in Certified Manufacturing Specialist (CM51), effective January 2019.  
TCC program in Nail Technician (NT11), effective January 2019.  
TCC program in Vascular Technology Specialist (VTS1), effective January 2019.





TCC program in Certified Warehousing and Distribution Spec (CW11), effective January 2019.

TCC program in Magnetic Resonance Imaging Specialist (MRI1), effective January 2019.

TCC program in Tumor Registry Specialist (TRS1), effective January 2019.

TCC program in Opticians Assistant (OA51), effective January 2019.

### **West Georgia Technical College**

TCC program in Energy Industry Fundamentals (EI11), effective January 2019.

### **Wiregrass Georgia Technical College**

TCC program in Computed Tomography Specialist (CT91), effective January 2019.

TCC program in Refractometry (RE11), effective January 2019.

TCC program in Basic Electrical Technician (BE11), effective January 2019.

TCC program in Health Care Science (HS21), effective January 2019.

TCC program in Health Care Assistant (HA21), effective January 2019.

TCC program in Mobile Electronics Technician (ME61), effective January 2019.

### **III. Approval for Program Standards and Revisions**

**MOTION:** The motion was made by Dr. Lynn Cornett to approve program standards and revisions for December 2018. The motion was seconded by Mrs. Dinah Wayne. The board voted and the motion was unanimously approved.

### **State Board Standards and Revisions Summary for December 2018**

Major Code	Program Name	Program Development	Award Level	Credit Hours
BCF1	Basic Commercial Fisherman	Coastal Pines	TCC	12
CL13	Conservation Law Enforcement	Athens/Ogeechee	Degree	69
IIT1	Industrial Instrumentation Technician	West Georgia	TCC	22



**IV. Approval for program approvals, terminations, and program standards and revisions.**

**MOTION:** The motion was made by Dr. Lynn Cornett to authorize the Commissioner to approve Program Approvals, Program Terminations, and Program Standards and Revisions until the next state board meeting in February. The motion was seconded by Mr. Doug Carter. The board voted and the motion was unanimously approved.

**V. Secondary Education Initiatives Motions**

Dr. Cornett commented on what a privilege it was to be a part of the College and Career Academy process. She was joined by Mr. Jay Cunningham and Madam Chair Anne Kaiser. Each group that presented to the committee was enthusiastic and proud of their community.

**Motion (Approval of New College and Career Academies):**

**MOTION:** The motion was made by Dr. Lynn Cornett to authorize the Commissioner to award four (4) partnerships with grant funds to establish new College & Career Academies in the cumulative bond amount of **\$12,000,000.00** and the cumulative cash amount of **\$440,000.00**. The motion was seconded by Mr. Joe Yarbrough. The board voted and the motion was unanimously approved.

**Discussion:**

The awardees include:

1. Ben Hill Co. Schools in partnership with Wiregrass Ga Tech
2. Jackson Co. Schools in partnership with Lanier Tech
3. Jones Co Schools in partnership with Central Ga Tech
4. Sumter Co. Schools in partnership with South Ga Tech

**VI. Secondary Education Initiatives Motions**

**MOTION:** The motion was made by Dr. Lynn Cornett to specifically recognize three (3) additional community efforts to develop College and Career Academies and to authorize the Commissioner to extend an invite to all three



(3) partnerships for immediate inclusion in the Georgia College and Career Academy Network and to offer them additional technical assistance from TCSG staff as they continue their work in the coming year. The motion was seconded by Mrs. Shan Cooper. The board voted and the motion was unanimously approved.

**Discussion:**

The partnerships include:

1. Muscogee Co Schools in partnership with Columbus Tech
2. Catoosa Co Schools in partnership with Georgia Northwestern Tech
3. Haralson Co. Schools in partnership with West Ga Tech

That concluded the committee's report.

• **Adult Education**

**Ben Copeland**

Deputy Commissioner Todd, Assistant Commissioner Joe Dan Banker and Adult education staff gave the committee an update on a few items.

- **Certified Literacy Community Program**
  - The 2019 CLCP retreat will be held March 26-28, 2019 at Callaway Gardens. State Board Members are invited to attend.
- **GED**
  - The GED Board report with data through October shows 3053 graduates and 9741 customers served through the customer service center, 85% of which are now using the online request option. The report can be found in the board materials.
  - The TCSG Foundation is providing GED testing vouchers from funds donated by Atlanta Gas Light. We will work with communications and send out a press release to generate interest during early 2019.
- **Workforce development**
  - In August the Office of Workforce Development hosted the WorkSource Georgia Academy at the Classic Center in Athens, GA.
  - More than 375 attendees
  - The event was held in collaboration with partner agencies and local workforce development areas. The Core partners included: GDEcD, TCSG Adult Education team, GVRA, GDOL
  - Moving forward, TCSG Workforce Development team will host their annual conference in the fall, but throughout the year, will focus on providing consistent and timely training to local area staff and educating board members and partners on the provisions of WIOA services in Georgia.



That concluded the committee's report.

- **External Affairs and Economic Development**

**Doug Carter**

**QuickStart**

- For the month of November there were 6 prospects for a potential of 1,535 jobs and 9 announcements for 4,555 new jobs.
- Two large projects announced SK Innovations with 2,000 jobs locating in Commerce, Ga. and Wayfair, Inc. with 1,000 jobs locating in Savannah, Ga.

**Communications**

- TCSG Geo-fenced the Georgia High School Association Football Playoff Semifinals at the host sites last Friday. TCSG will also Geo-fence the Mercedes-Benz Stadium during the championship games next Wednesday and Thursday. Geo-fencing allows us to send digital ads to anyone that enters the stadium.
- TCSG designed and printed a "Fast Facts" flyer for distribution to legislators, business, and industry groups.
- TCSG sponsored the Georgia School Counselors Association State Conference in Macon Nov 7-9. TCSG had a booth alongside 16 of our colleges. Nearly 1,000 school counselors from across the state attended.
- TCSG Communications team held their peer group meeting for our colleges' Public Relations/Marketing staff in Savannah on Nov. 13-14.
- TCSG hosted the second day of media training last week for senior leadership.
- TCSG is continuing to shoot videos of selected 2018 GOAL winners. They have completed West Georgia Tech, Southeastern Tech, and Chattahoochee Tech. Currently working on Georgia Piedmont Technical College and Columbus Technical College.

**External Affairs**

- There have been two elections and a special session since we met last month.
- Laura Gammage has been named a member of the policy committee on the Governor's Transition Team.
- The Commissioner spoke to the Rural Development Council.
- Chattahoochee Tech has two legislative events upcoming. One in Cherokee County and Cobb County
- The legislative session will begin January 14, 2019



- There will be an apprenticeship photo opportunity with Governor Deal on January 12, 2019

### **Foundation**

- Doug Carter introduced Diana Burns, the new grant coordinator for Stewardship and Development
- The IA Peer group will be holding their meeting on Monday
- Last Mile funds will be distributed to the colleges foundations this month

### **Economic Development**

- TCSG is moving forward with the Oracle System for the economic development divisions, there will be 2 pilots, Coastal Pines and Savannah
- Continuing to look at different software regarding industrial training for the colleges such as Amatrol, Tooling-U and 180Skills
- The mobile welding labs are delayed due to the generators for the units have been shipped to the natural disasters in the U.S. Target date for arrival is late January or Early February 2019

That concluded the committee's report.

### **Facilities and Real Estate**

**Chunk Newman**

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

**MOTION:** 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. Doug Carter. The board voted and the motion was unanimously approved.

##### **A. Chattahoochee Tech – Acquisition of 3.911 AC from Paulding County Industrial Building Authority**

DISCUSSION: Chattahoochee Technical College requests approval on the acquisition of 3.911 acres of unimproved land and related easements located on Airport Parkway, Dallas (Paulding County), GA, from the Paulding County Industrial Building Authority, for the consideration of \$10.00, as the site for the Aviation Academy for



Chattahoochee Technical College, subject to the reversionary clause and the approval of the Federal Aviation Administration and the State Properties Commission.

**B. Southeastern Tech** – Acquisition of 3.032 AC from Swainsboro-Emanuel County Recreation Authority

DISCUSSION: Southeastern Technical College requests approval on the acquisition of 3.032 acres of improved land located on West Church Street, Swainsboro (Emanuel County), GA, from the Swainsboro-Emanuel County Recreation Authority, for the consideration of \$10.00, as the site for the Commercial Truck Driving Range for Southeastern Technical College, subject to the approval of the State Properties Commission.

**C. Albany Tech** – Ground lease from Calhoun County BoE

DISCUSSION: Albany Technical College requests approval on the acquisition of a 5 year ground lease of 0.55 acres located at 700 Manry Street, Edison (Calhoun County), Georgia, from the Calhoun County Board of Education, for consideration of \$10.00, for use as the Adult Learning Center.

**D. Lanier Tech** – Surplus 41.88 AC Oakwood Campus

DISCUSSION: Lanier Technical College requests approval to surplus the 41.88 acre property known as the "Oakwood Campus" located at 2990 Landrum Education Drive, Oakwood (Hall County), Georgia. Lanier Technical College has opened the new Hall County Campus in Gainesville and this property is no longer needed to carry out its mission.

**E. Coastal Pines Tech** – Rental of 1,180 SF from Charlton County

DISCUSSION: Coastal Pines Technical College requests approval on the execution of renegotiated rental agreement #7773 with the Charlton County, covering 1,180 square feet of classrooms and office spaces located at 68 Kingsland Drive, Folkston, GA, for the period beginning July 1, 2018, and terminating June 30, 2019, at the rental rate of \$250.00 per month, with an option to renew for 3 consecutive one year periods at the same rental rate.

**F. Central Georgia Tech** – Letter of Intent for 239,366 SF with Macon-Bibb Industrial Authority



DISCUSSION: Central Georgia Technical College requests approval on the execution of a Letter of Intent with the Macon-Bibb Industrial Authority, covering 239,366 square feet of the "Former Boeing Building," located at 1821 Avondale Mill Rd, Macon, GA 31216 and the "Former Yulista Hangar," located at 199 East Drive-Airport, Macon, GA 31216, at the rental rate of \$780,000 per annum, with an option to renew for 8 consecutive one year periods, subject to the execution of an Intergovernmental Agreement with the Department of Defense.

**G. Technical College System – Letter of Intent with Clairmont Place Partners, LLC**

DISCUSSION: The Technical College System of Georgia requests approval on the execution of a Letter of Intent with Clairmont Place Partners, LLC, covering the office space for the Technical College System, located at 1800 Century Place NE, Atlanta, Georgia 30345, at a fair market value rental rate, as determined by State Properties Commission commencing on January 1, 2019 and ending on June 30, 2031. This will supersede any existing lease agreements for this location.

**II. Approval of Construction Contracts**

**MOTION:** The motion was made to authorize the Commissioner to execute the construction contracts listed below at a cost not to exceed the amount stated for each request. The motion was seconded by Mr. Joe Yarbrough. The board voted and the motion was unanimously approved.

**A. Atlanta Tech - \$905,609.00 with Bartos Building Company**

DISCUSSION: Atlanta Technical College requests approval on the execution of a construction contract for "Cosmetology Renovation and Building 1100 and Building 1200 Upgrades" on the Main Campus of Atlanta Technical College, with Bartos Building Company, Fairburn, GA in the amount of \$905,609.00, using MRR funds.

**B. Augusta Tech - \$1,027,470.00 with Skyline Construction Services**

DISCUSSION: Augusta Technical College requests approval on the execution of a construction contract for "Building 700 Roof Replacement and Exterior Upgrades" on the Main Campus of Augusta Technical College, with Skyline Construction Services, Eatonton, GA in the amount of \$1,027,470.00, using MRR funds.



### **III. Approval of Construction Contract Change Orders**

**MOTION:** The motion was made by Mr. Chunk Newman to approve the change orders listed below at cost not to exceed the amount stated for each request. The motion was seconded by Mrs. Dinah Wayne. The board voted and the motion was unanimously approved.

#### **A. West Georgia Tech - \$24,500.00 with Control Concepts, Inc.**

DISCUSSION: West Georgia Technical College requests approval of change order in the total amount of \$24,500.00 to project "HVAC Control Replacement and Upgrades", under a construction contract with Control Concepts, Inc., Cumming, GA. The TCSG Board, at its meeting on September 7, 2017, approved a construction contract with Control Concepts, Inc. in the amount of \$199,600.00, and a change order in the amount of \$32,100 at its meeting on April 5, 2018. The change order was made necessary due to the discovery of a secondary network not shown on the as-built drawings of the Murphy Campus.

Mr. Chunk Newman applauded Sarah Honeywill and her team on the great job they are doing.

That concluded the committee's report.

#### **• Governance, Compliance and Audit**

**Tommy David**

Mr. Tommy David told the Board that the committee received an audit update and he wanted to share a few things.

The audit report showed:

- Draft Audit Finding- None noted.
- Draft Management Letter Comments- None noted.
- Exit Conference Comments- None noted.
- Significant Adjustments- None noted.
- Immaterial Uncorrected Misstatements- None noted.

He added that he was very proud of the team at TCSG and their efforts.

The committee received the quarterly campus a safety update and will be making a motion to approve an MOU with local law enforcement shortly.



The behavioral intervention teams that are established on our campuses are working hard at being proactive with early intervention.

#### MOTIONS:

##### **I. Mutual Aid Agreements**

**MOTION:** The motion was made by Mr. Tommy David to approve the proposed Mutual Aid Agreements as listed in the Board Materials. The motion was seconded by Ms. Buzz Law. The Board voted and the motion was unanimously approved.

**DISCUSSION:** As discussed at the September Board meeting, legislation had recently passed allowing us to enter into Mutual Aid Agreements with other law enforcement agencies, and that legislation mandated that these agreements go before the State Board for approval. The Mutual Aid Agreements being presented today are new ones submitted by the colleges since the last Board meeting. We ask that you review and approve these Agreements which have been reviewed by TCSG and follow the approved format.

##### **II. Policy Revisions**

**MOTION:** The motion was made by Mr. Tommy David to lay recommended revision to Policy 6.2.1 on the table. The motion was seconded by Ms. Shirley Smith. The Board voted and the motion was unanimously approved.

**DISCUSSION:** There is a need to clarify the separation of college admission and program admission. Furthermore, college presidents have approved multiple measures to assess program readiness. Both changes will improve the customer experience of students, and hopefully increase enrollment.

## **POLICY: 6.2.1. (V. B.) Admissions**

**Revised:** [Pending State Board Approval:](#) December 6, 2012; February 3, 2011; November 9, 2010; March 4, 2010; September 4, 2008; June 1, 2006; August 25, 2003; September 25, 2001; June 18, 2001; July 1995; March 1995; January 1992

**Last Reviewed:** October 30, 2017

**Adopted:** August 3, 1989





## **POLICY:**

~~Colleges shall be open to individuals who are seeking post-secondary education. Admission to specific programs will consider a student's readiness to ensure students reach their maximum potential consistent with the academic standards applicable to the program. Admission to a Technical College System of Georgia (TCSG) college is a multi-step process which consists of evaluation of prior academic experience and assessment for postsecondary readiness of eligible applicants. The ability of a student to succeed in a program at a Technical College is greatly determined by the math and language skills possessed by that student. The Technical College System of Georgia is committed to assisting each student to achieve at their maximum potential. All students applying for diploma, degree, and certificate programs must be assessed prior to acceptance to a program of study at a Technical College. Students will then be admitted in accordance with the academic standards applicable to that program.~~

In accordance with the Statement of Equal Opportunity, the System and its constituent Technical Colleges will not discriminate in admissions.

## **RELATED AUTHORITY:**

O.C.G.A. § 20-4-11 – Powers of the Board

O.C.G.A. § 20-4-14 – TCSG Powers and Duties

[O.C.G.A. § 20-2-690](#)

TCSG Procedure: [6.2.1p1. Admissions](#)

TCSG Procedure: [6.2.1p2. Assessment](#)

TCSG Procedure: [6.2.2p. Residency](#)

Attachment: 6.2.1p.a1. [Accreditation Agencies List](#)

## **III. Policy Revision**

**MOTION:** The motion was made by Mr. Tommy David to lay recommended revision to Policy 3.1.16 on the table. The motion was seconded by Dr. Lynn Cornett. The Board voted and the motion was unanimously approved.

**DISCUSSION:** This policy is being revised to exempt purchases made with funds governed by State Workforce Development Board from the TCSG State Board policy requiring approval for purchases over \$125,000. This is consistent with state and federal laws establishing governance of the grants under Workforce Innovation and Opportunity Act.

# **POLICY: 3.1.16. (II. B.) Purchasing**

**Revised:** **Pending State Board Approval;** May 2, 2103; November 1, 2011; May 4, 2006; September 25, 2001

**Last Reviewed:** May 2, 2013

**Adopted:** March 18, 2001



## POLICY:

In accordance with Georgia law (O.C.G.A. § 50-5-50 et seq.), all purchases made by the System or its technical colleges shall conform to all purchasing laws and all purchasing rules or procedures established by the System and/or the Department of Administrative Services.

The System has unlimited delegated authority from the Department of Administrative Services to directly purchase goods and services and a delegated authority up to \$1 million to conduct Request for Proposals.

The State Board must approve any purchase valued at \$125,000 or more, **with the exception of any purchase of goods and services procured using funds that are subject to the governance of the State Workforce Development Board.**

If a proposed purchase exceeds \$100,000 and is for non-exempt goods and services related to technology, as that term is defined at O.C.G.A. § 50-25-1 then such purchases shall be approved by the Agency CIO who will notify the Georgia Technology Authority **as if** required.

## RELATED AUTHORITY:

Georgia's State purchasing laws,

**O.C.G.A. 34-14-1**

O.C.G.A § 50-5-50 et seq.

See O.C.G.A. § 50-25-1 for Definition of "Technology"

The Department of Administrative Services' Purchasing Regulations

**~~Procedure: 3.1.16p1. Purchasing Bond-Funded Goods and Services~~**

**~~Procedure: 3.1.16p2. Purchasing Non-Bond-Funded Goods and Services~~**

- IV. There is a list of state board approved mission statements from all 22 colleges in the board book. The committee has reviewed them on behalf of the board pursuant to the Principles of Accreditation 4.2a and does not recommend any changes.**

That concluded the committee's report.

- **Operations, Finance, and Planning**

**Judge Richard Porter**

**I. Commissioner Authorization Motion**

**MOTION:** The motion was made by Judge Richard Porter for the State Board to authorize the Commissioner to make all decisions, purchases and enter into



necessary contracts between the December 2018 and February 2019 Board meeting dates that would otherwise require Board approval. Such decisions, purchases and contracts will be reviewed for ratification by the Board at the February 2019 meeting. The motion was seconded by Mr. Joe Yarbrough. The board voted and the motion was unanimously approved.

## II. Expenditure/Contract Requests

**MOTION:** The motion was made by Judge Richard Porter 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. The motion was seconded by Ms. Shirley Smith. The board voted and the motion was unanimously approved.

1. **TCSG/IT** – Request to procure Oracle Student Cloud and associated applications from Mythics for support of economic development programs; cost \$317,761.00. **State funds are available for this expenditure.**

*Discussion:* This is a request to purchase Oracle Student Cloud to serve as a student information and management system for economic development related programs. The application will be used by all 22 technical colleges and the system office. Oracle Student Cloud is available on state contract thru Mythics. A complete student information system is needed to implement additional standards, expand marketing efforts, and provide real time data for economic development programs.

2. **Atlanta Technical College** – 200 computers with monitors from Dell for new Atlanta satellite campus; cost \$172,600.00. **Local funds are available for this expenditure.**

*Discussion:* 200 computers with monitors from Dell are needed to furnish the new Atlanta satellite campus and to address the academic needs of the student, as well as the needs of faculty/staff. This location will house programs such as Cosmetology and Continuing Education courses; and will include Lecture Halls, Computer Labs, and Administration Offices.

3. **Chattahoochee Technical College** – 93 Apple IMAC computers/monitors including support services from Apple Inc. to replace outdated equipment for the Media Production Program; cost \$390,414.00. **Local funds are available for this expenditure.**

*Discussion:* IMAC computers from Apple are needed to replace out-of-warranty and end-of-life equipment used by students in the Media



Production Program at the North Metro campus, and to address the academic needs of the student. This equipment is also needed in order to support software/applications needed to operate properly and securely.

4. **Lanier Technical College** – Upgrade Audio Visual Equipment & Software, including cabling & interface programming from Audio Visual Innovations Inc. for Forsyth Conference Center; cost \$259,490.00. **Bond funds are available for this expenditure.**

*Discussion:* Audio visual equipment and software updates, including cabling and user interface/programming are needed for the Forsyth Conference Center to provide a stable and updated system for one of the busiest conference centers in the TCSG system. The upgrade includes Crestron equipment needed to replace a system that is almost 10 years old. Cabling, transmitters/receivers, etc. need to be updated to accommodate the newer parts from Crestron and to replace components that are no longer serviceable. New cabling will also provide faster communications.

That concluded the committee's report.

- **Executive Committee**

**Chair Anne Kaiser**

Madam Chair Kaiser thanked the committees for their reports. She stated that the first item from the executive committee was the 2019 schedule that is on your desk and also can be found in the board book.

Next, the Commissioner gave the update on GPTC that he shared with the board early in the general session.

Last item of business the Executive Committee proposed a motion.

**MOTION:** The motion was made by Vice Chair Doug Carter to approve the resolution from the State Board of the Technical College System of Georgia to honor: Mr. Michael "Sully" Sullivan for his years of service on the board. The motion was seconded by Mr. Buzz Law. The board voted and the motion was unanimously approved.

That concluded the committee's report.



**V. OTHER BUSINESS**

**Chair Anne Kaiser**

Madam Chair Kaiser thanked everyone for attending the meeting.

The next State Board meeting will be Thursday, February 7, 2019 at the System Office. She thanked Commissioner Arthur for his remarks during the General Session and thanked Mrs. Brown for facilitating the State Board training during the Committee of the Whole. Madam 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.

That concluded Madam Chair's comments.

**VI. ADJOURN**

**Chair Anne Kaiser**

**Motion was made by Vice Chair Doug Carter to adjourn the December 6, 2018 State Board Meeting of the Technical College System of Georgia at 12:22 p.m. Motion was seconded by Mr. Joe Yarbrough and passed State Board approval unanimously. Meeting stood adjourned.**



## TECHNICAL COLLEGE SYSTEM OF GEORGIA



### *A RESOLUTION*

The State Board of the Technical College System of Georgia  
wishes to recognize and commend

*Michael L. "Sully" Sullivan*

**Whereas**, Mr. Michael L. "Sully" Sullivan is a proud Georgia citizen and a dedicated public servant who has demonstrated a commitment to helping students across the state access higher education and achieve their goals; and

**Whereas**, Mr. Sullivan in January 2007 was appointed by Governor Sonny Perdue as a member of the State Board of Technical and Adult Education, representing the Seventh Congressional District, which he has faithfully done for the last 11 years; and

**Whereas**, this former Disney Jungle Tour Guide successfully navigated the ferocious waters of TCSG; and

**Whereas**, Mr. Sullivan could "second" a motion faster than any other Board member in the history of the Technical College System of Georgia; and

**Whereas**, he has guided TCSG through an unprecedented era of achievement including record enrollment, the production of a technically proficient workforce ready to fill skilled positions, and a more widespread appreciation for the importance of technical and adult education for building a better and more prosperous Georgia; and

**Whereas**, Mr. Sullivan's passion for higher education has earned him the appreciation and admiration of his colleagues, and his work has demonstrated a commitment to helping students across the state access higher education and empower them with new opportunities to join Georgia's workforce; and

**Whereas**, Mr. Sullivan has proudly represented TCSG, leaving a legacy that will grow the future of technical education for generations to come;

**Whereas**, Mr. Sullivan's smile, wit and humor, along with his expertise as a Board member, will be missed by everyone on the Technical College System of Georgia State Board when he joins the Board of Directors of the Georgia Regional Transportation Authority, as appointed by Governor Nathan Deal;

**NOW, THEREFORE, BE IT RESOLVED** that the State Board of the Technical College System of Georgia recognizes and commends

*Michael L. "Sully" Sullivan*

For his dedication to the Technical College System of Georgia.

*Anne Kalser*

Anne Kalser  
Chair



Adopted this 6<sup>th</sup> day of December 2018

*Matt Arthur*

Matt Arthur  
Commissioner

STATE BOARD OF THE TECHNICAL COLLEGE SYSTEM OF GEORGIA