



# 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

## Approved MINUTES

**Wednesday March 13, 2019**

10:10 a.m. – 10:37 a.m.

Renaissance Waverly  
Atlanta, GA

Absent from the General Session: Ben Bryant, Shan Cooper, Phil Sutton, Sylvia E Russell

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### I. WELCOME AND CALL TO ORDER

**Chair Anne Kaiser**

Madam Chair Kaiser called the March 13, 2019 State Board meeting of the Technical College System of Georgia [TCSG] to order at 10:10 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.

### 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 February 7, 2019 State Board meeting. **A Motion was made by Mrs. Dinah Wayne and was seconded by Mr. Tim Williams. The board voted and the motion was unanimously approved. Minutes stand approved.**

### III. COMMISSIONER'S COMMENTS

**Commissioner Matt Arthur**

Commissioner Matt Arthur began by thanking the board for all their hard work. He started his remarks by letting everyone know that Covington News "Visions" magazine selection committee met earlier in the week and is awarding Georgia Piedmont Technical College as there 2019 Employer of the year. They were selected because of their continued growth and dedication to the community's success. The magazine will be published next month.



Commissioner Arthur said how proud he was to see so many TCSG former students at the KIA Telluride event on February 15, 2019. KIA has official rolled out the production line for the new Telluride and he said he was honored to attend the ceremony.

TCSG's Data Planning and Research department has been working on creating a new dashboard which will be rolling out later this month. TCSG's Academic Affairs department has also been working with our Presidents and Industry leaders to make sure that our current curriculum is up to date and is serving the needs of the industry in our communities.

In closing the Commissioner commented on what a great week it has been at the EAGLE conference. Hearing the stories of our EAGLE winners and where they come from, and the things they have overcome is why we are here. The adult education is not just here to offer a GED, but they are offering a second chance. I applaud Dr. Good, Carla Dubose and the other adult education staff that help our students succeed every day, because without them and without this program, there would not be a way for our students to get the second chance they deserve.

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, Diplomas, and TCCs):**

**MOTION:** The motion was made by Dr. Lynn Cornett that the college requests listed below to offer degree, diploma 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 Vice Chair Doug Carter. The board voted and the motion was unanimously approved.

##### **Discussion:**

**Albany Technical College** - Degree program in Fire & Emergency Services Occupation, FIE3, 62 Credit Hours, effective August 2019



The Fire & Emergency Services program is needed to accommodate the workforce demands of fire service and emergency services. Employment of dual trained first responders is projected to grow 15 percent from 2016 to 2026, much faster than the average for all occupations. Emergencies now require the lifesaving skills of both the Firefighter and EMT. The trend of being dual trained has become the standard. This program will provide students the occupational foundation needed for entry level employment within the fire and emergency service. There are no other colleges providing this program in our service delivery area or any adjacent service area. This program was institutionally developed due to recommendations from local employers in the fire and emergency service profession. There will be a slight increase in supply costs for this program due to the program's projected enrollment increase. The program projects enrollment of 25 students the first year and approximately 35-40 students during each year thereafter.

Enrollment Projections:

Day Students Year 1: 15 Year 2: 25 Year 3: 35

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

**Atlanta Technical College** - Degree program in Photography, PH23, 60 Credit Hours, effective August 2019

Atlanta Technical College (ATC) requests the adoption of an institutionally-developed Photography Degree. Currently a photography specialization is offered within the Design and Media Production Technology (DMPT) Degree/Diploma. However, due to Design and Media beginning as a graphic design program, its departmental core is comprised of graphic design courses. As a result, students graduating with an associate's degree in Design and Media with a specialty in photography only take 6 courses in photography. In the proposed degree program, students would take 12 courses which better equips them for employment upon graduation as a photographer. The demand for photographers is high. According to EMSI, employment opportunities for photographers, are expected to grow 25.4% from 2017-2027 within the Atlanta Technical College service region. Furthermore, having a program called "Photography" will increase the marketability for students graduating from the program. At present it is not obvious that the photography specialization is embedded within the DMPT degree/diploma to prospective students, limiting the growth of the program. Within the ATC service area, the Art Institute of Atlanta and



Savannah College of Art and Design (SCAD) offer similar and much more expensive programs. Additionally, Gwinnett Tech had an institutionally developed Photography program, but the program has been closed and is now in a teach out phase, leaving an even bigger vacuum in the greater Atlanta area. There are no like programs currently being offered by non-TCSG institutions adjacent to the ATC service region. The projected first year costs of the program are \$34,500 for adjunct salary, supplies, and travel associated with professional development. The costs will be offset by tuition and fees. There is no additional costs to the college for equipment or facilities. Expected enrollment for year one is 70 students and the third-year enrollment is projected to increase to approximately 150 students.

**Enrollment Projections:**

Day Students Year 1: 50 Year 2: 75 Year 3: 100

Evening Students Year 1: 20 Year 2: 25 Year 3: 50

**Central Georgia Technical College** - TCC program in Sustainable Small Farm and Agriculture Technician, SS21, 17 Credit Hours, effective August 2019

This program provides training in sustainable, small-scale food production to enhance self-employment in farming and related careers. Courses provide an overview of and hands-on experience in the production, management, and marketing of small-scale food production and farming. This certificate program meets demand for training in agribusiness to military veterans in conjunction with Comfort Farms, an agricultural organization in Baldwin County, within CGTC's service area. The occupational outlook handbook 2014 indicates that job prospects will be good for an increasing number of small-scale farmers who have developed successful market niches that involve personalized, direct contact with their customers. More farmer's markets are opening up in Georgia as consumers are interested in locally grown, sustainable produce. This TCC program is not offered at any other technical college in Georgia. This is an institutionally-developed program using existing standardized courses and meets general program standard requirements for programs at the TCC level. The projected program start-up cost is approximately \$83,300, with the majority funding for salaries planned through a cooperative USDA grant. Enrollment is estimated to be 12 students the first year with a projected growth to 48 students by year three.



Enrollment Projections:

Day Students Year 1: 12 Year 2: 24 Year 3: 48

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

**Chattahoochee Technical College** - TCC program in E-Learning Design and Development Specialist, EDA1, 11 Credit Hours, effective January 2020

For many reasons, distance learning is becoming a more and more attractive option in higher education instruction. The flexibility and portability of e-Learning meets the needs of the adult learner. However, with this flexibility, the instructor loses the benefits of the physical classroom -- from time-management to student interaction. As the demand for online instruction continues to grow, the need to design and develop an engaging and effective online course grows too. The E-Learning Design and Development TCC provides students with entry-level training in the skills needed to successfully teach in an online environment.

Enrollment Projections:

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

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

**Columbus Technical College** - TCC program in 3D Printing and Rapid Prototyping, 3PA1, 21 Credit Hours, effective August 2019

The new technology with additive manufacturing (i.e. 3-D Printing and Prototyping) allows manufacturers to design and build the finished product. Once complete the prototype of the part or component may be revised with mechanical revisions and tested for fit, form and function. In fact, some businesses are using the 3-D Printing process not only for design and prototypes but totally as the manufacturing process. For example, we have a local manufacturer in our service area that utilizes 3-D Printing to manufacture their finished products. The 3-D Printing and Prototyping process is usually developed by a Drafter or Engineering Technician. According to the Bureau of Labor Statistics (BLS) the employment of drafters for Georgia as of the May 2017 report an annual mean wage of \$50,460. The 3-D Printing field is projected to grow as the printer and scanner costs continue to decline as technology and prototype design increase. Since the faculty, software, 3D printers, and other needed resources are already in place, the first year program costs would be \$0. However, moving forward the program would need to



upgrade printers and/or scanner capabilities through program budgets or Perkins grant monies. The projection of students for the first year are less than ten (10) to assure we manage the program and continue to expand and improve course content. By the third (3rd) year the 3D Printing and Prototype program should grow to more than fifteen (15) students due to technological advancement in field and dual enrollment opportunities.

Enrollment Projections:

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

Evening Students Year 1: 3 Year 2: 7 Year 3: 12

**Columbus Technical College** - TCC program in Certified Production Technician, CQ71, 16 Credit Hours, effective May 2019

The CPT Program is needed at Columbus Technical College to meet industry demand for entry-level production workers to have a stronger set of advanced manufacturing skills than currently offered by the basic skills gained through the college's CMS Program. Also, having the ability to offer the CPT Program enables the college to participate in the Heroes Make America Program on Fort Benning. The partnership with Fort Benning is dependent upon the approval of the CPT program. Lastly, an upgrade from the CMS to the CPT Program is the centerpiece of the college's NSF Grant proposal. There are no other providers of the CPT Program in the college's service area. The program meets all State Board requirements. Costs of the program that will be offered without an NSF grant are the same as the current CMS Program. It is anticipated that annual attendance, including both high school students and transitioning soldiers, will average 150 students during the day and another 25 students at night.

Enrollment Projections:

Day Students Year 1: 150 Year 2: 150 Year 3: 150

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

**North Georgia Technical College** - TCC program in Computer Forensic and Investigation Specialist, CF31, 26 Credit Hours, effective August 2019

There has been tremendous interest by students in this program. This certificate will be part of our networking program. Computer fraud is on the rise and employers are needing this skill. Ansley Communications and



Omega are employers interested in this program. Currently, no other colleges in NGTC's service area offers this certificate. This program will follow TCSG state standards and meets State Board and general program standard requirements at its award level. No additional costs are required for the implementation of this 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

**Savannah Technical College** - TCC program in Avionics Installer Certificate, AI11, 10 Credit Hours, effective May 2019

The Avionics Installer Certificate of Credit is needed in Savannah Technical College's service area because the major employer in our area, Gulfstream, has a growing need for this skill set. There are no programs like this in our service area. This institutionally developed program will help make sure that one of the major employers in the State of Georgia continues to have well trained individuals to enter the work force. This program meets the requirement for a Certificate of Credit for TCSG. The only cost the college will incur for starting this program is adjunct faculty cost and supplies. All equipment needed to start the program is/was bought through a donation from Gulfstream for the purpose of starting this program. The cost incurred by the college will be funded through tuition. The program is projected to have 24 students in its first year and will then grow to 48 students for each year after that.

Enrollment Projections:

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

Evening Students Year 1: 24 Year 2: 48 Year 3: 48

**Savannah Technical College** - TCC program in Avionics Technician Certificate, AT31, 9 Credit Hours, effective May 2019

The Avionics Technician Certificate of Credit is needed in the Savannah Technical College's service area because the major employer in our area, Gulfstream, as well as other Georgia-based aviation industries, have a growing need for this skill set. There are no programs like this in our service area. This institutionally developed program will help make sure that the aviation industry in the State of Georgia continues to have well-trained individuals to enter the aviation/avionics workforce. This





program meets the requirements for a Certificate of Credit for TCSG. The only cost the college will incur for starting this program is adjunct faculty cost and supplies. All equipment needed to start the program is/was bought through a donation from Gulfstream for the purpose of starting this program. The cost incurred by the college will be funded through tuition. The program is projected to have 24 students in its first year and will then grow to 48 students for each year after that.

Enrollment Projections:

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

Evening Students Year 1: 24 Year 2: 48 Year 3: 48

**Southern Regional Technical College** - TCC program in CNC Specialist, CS51, 22 Credit Hours, effective August 2019

Taurus USA, a firearms manufacturer, is in the process of building a 200,000-square foot facility in Bainbridge, Georgia (Decatur County), which will create more than 300 jobs in Southwest Georgia. Southern Regional Technical College has been working with Taurus and the Decatur County Development Authority in an effort to provide specific training needs for the company. State-of-the-art CNC machines are being purchased for the Bainbridge campus of SRTC and the standardized curriculum of the CNC Specialist TCC will meet the immediate training needs for Taurus. Due to the nature of the program, SRTC plans to utilize Taurus employees as adjunct instructors, and there should be minimal cost associated with instruction.

Enrollment Projections:

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

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

**Southern Regional Technical College** - TCC program in Tool and Die Specialist, TA11, 18 Credit Hours, effective August 2019

Check-Mate Industries, a manufacturer of metal stampings and tool and dies, is moving from West Babylon, New York, to Thomasville, Georgia, and should create 230 new jobs for Southwest Georgia. Southern Regional Technical College, along with the Thomasville/Thomas County Development Authority, have been working with Check-Mate to determine the specific training needs for the company. The Tool and Die Specialist TA11 contains the curriculum that best suits the needs for





Check-Mate. The standardized TCC will be taught at the Check-Mate facility with Check-Mate equipment. The company has also shown an interest in providing current Check-Mate employees as adjunct instructors. Due to the nature of the program, there should be no facility or equipment costs and only minimal instructor costs associated with offering the Tool and Die Specialist.

Enrollment Projections:

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

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

## **II. Program Terminations**

**MOTION:** The motion was made by Dr. Lynn Cornett to approve the program termination requests for March 2019. The motion was seconded by Mrs. Dinah Wayne. The board voted and the motion was unanimously approved.

### **Terminations of TCCs, Diplomas and AAS Degrees**

#### **Athens Technical College**

Degree program in Diagnostic Medical Sonography (DMS3), effective April 2019.

#### **Ogeechee Technical College**

Diploma program in Forensic Science Technology (FS12), effective April 2019.

Degree program in Forensic Science Technology (FST3), effective April 2019.

TCC program in Critical Care Emergency Medical Transport Professional (CC51),

effective April 2019.

TCC program in Advanced Medical Office Manager (AMO1), effective April 2019.

TCC program in Certified Construction Worker (CCW1), effective April 2019.

TCC program in Crime Scene Investigation (CB71), effective April 2019.

TCC program in Early Childhood Exceptionalities (EC41), effective April 2019.

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

**MOTION:** The motion was made by Dr. Lynn Cornett to approve program standards and revisions for March 2019. The motion was seconded by Mr. Tim Williams. The board voted and the motion was unanimously approved.



## State Board Standards and Revisions Summary for March 2019

Major Code	Program Name	Program Development	Award Level	Credit Hours
NH73	Nursing	Coastal Pines	Degree	67
AI11	Avionics Installer Certificate	Savannah	TCC	10
AT31	Avionics Technician Certificate	Savannah	TCC	9
CR31	Clinical Research Professional	Gwinnett	TCC	22
DMT1	Die Maintenance Technician	Georgia Northwestern	TCC	36
FFR1	Fundamentals of Robotics	Chattahoochee	TCC	26
PH23	Photography	Atlanta	Degree	60
CY13	Cybersecurity	Standard	Degree	60
CY12	Cybersecurity	Standard	Diploma	40

That concluded the committee's report.

- **Adult Education**

**Ben Copeland**

Mr. Ben Copeland commented about how much he and the committee enjoyed having the board meeting during the EAGLE conference. He asked that the board meet again next year during the conference. Four TCSG state board members served as judges for the 2019 EAGLE award winner. He said it was a wonderful experience and he received so much insight into what the local adult education programs and the TCSG adult education program do for our students and the state. He told the board if given the opportunity to serve as a judge for EAGLE they should take it.

The Local Program Performance Reports are in Dropbox for review but here are a few highlights. Performance around the federally negotiated targets for student completions look very good for the first half of the year. There are 3 programs that are trending low at this point, but we are working with those programs to identify the reason and how to address them. The GED pass rate for the programs still remain above 30%. GED transcript and diploma requests increased by 8% over the same period last year.

Workforce Development is working on developing a web-based data matching system that will allow WIOA core partners to submit participant information from their



individual case management systems and have it matched to other program participants to identify co-enrolled individuals. Additionally, we are working to develop other functionality that includes possible common intake, fraud detection and advanced analytics. Workforce annually monitors each of the 19 local areas, to reduce the possibility of audit exceptions, sanctions, or unallowable costs. The bottom line is this ensures effective, efficient, and consistent service delivery by the local area. We are completely transparent in our monitoring. Georgia is seeking a waiver for the required 75 percent of funding on the Out-of School population to be lowered to 50 percent. The strategic goals of the requested waiver includes expanding already successful Work Experience programs to additional In-School Youth, expand youth opportunities to include Pre-Apprenticeship programs, and increase services to support secondary education attainment and workforce readiness among low-income at risk youth.

That concluded the committee's report.

- **External Affairs and Economic Development**

**Doug Carter**

**Quick Start:**

- For the month of February there were 7 prospects for 2,479 potential new jobs and 4 announcements for 814 new jobs.
- There were several events in February from the KIA Telluride, Next Generation Manufacturing and the upcoming Red Carpet Tour

**Communications:**

- TCSG launched a video campaign through Facebook titled "Faces of Technical Education"
- Completed 3 regional GOAL competitions
- 2018 State EAGLE, GOAL, and Rick Perkins Award Winners' were at the capitol on February 25 and were presented resolutions on both the House and Senate floors.
- TCSG recently finished a month long social media campaign promoting GED. There were 44,000 video views across the state.
- The 2019 Fast Facts Booklet is now available.

**External Affairs:**

- We are currently on Legislative day 31
- Governor Kemp signed the amended FY19 budget



### **Foundation:**

- March 20, 2019 will begin the annual employee giving campaign at TCSG. The foundation is aiming for 100% participation from board members and employees.

### **Economic Development:**

- There is a statewide training agreement with the Department of Corrections currently for training at the transition center.
- The first mobile welding lab will be at TCSG on March 25 with the other three mobile welding labs arriving in three to four week intervals.
- TCSG is rolling out the Oracle pilot at three technical colleges and then statewide once the pilot phase is complete.

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. Joe Yarbrough. The board voted and the motion was unanimously approved.

##### **A. Southern Regional Tech – Rental of 6,340 SF from Board of Regents**

DISCUSSION: Southern Regional Technical College requests approval on the execution of Lease Agreement #9121 with the Board of Regents of the University System of Georgia, covering 6,340 square feet of classroom and office spaces located at 40 Harold Ragan Drive, Blakely, GA, at the rental rate of \$13,314.00 per annum, with an option to renew for 2 consecutive one year periods with no rent escalation.

##### **B. Wiregrass Georgia Tech - LOI for 22,223 SF from Cook County Board of Commissioners**

DISCUSSION: Wiregrass Georgia Technical College requests approval on the



execution of Letter of Intent #5902 with the Cook County Board of Commissioners, covering 22,223 square feet of classroom and office spaces located at 1676 North Elm Street, Sparks, GA, at the rental rate of \$9,747.00 per annum, with an option to renew for 5 consecutive one year periods with no rent escalation.

## II. **Approval of Construction Contracts**

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

### A. **Albany Tech** - \$296,795.00 with LRA Constructors, Inc.

DISCUSSION: Albany Technical College requests approval on the execution of a construction contract for "Building C HCT Science Lab Renovation" on the Dougherty County Campus of Albany Technical College, with LRA Constructors, Inc., Albany, GA in the amount of \$296,795.00, using local funds.

### B. **Central Georgia Tech** - \$355,600.00 with J.M. Clayton Company

DISCUSSION: Central Georgia Technical College requests approval on the execution of a construction contract for "Boiler Replacement Building B" on the Macon Campus of Central Georgia Technical College, with J.M. Clayton Company, Thomaston, GA in the amount of \$355,600.00, using local funds.

### C. **Georgia Northwestern Tech** - \$206,888.86 with Osprey Management

DISCUSSION: Georgia Northwestern Technical College requests approval on the execution of a construction contract for "Cosmetology Renovation" on the Floyd County Campus of Georgia Northwestern Technical College, with Osprey Management, LLC, Norcross, GA in the amount of \$206,888.86, using local & funds.

### D. **Gwinnett Tech** - \$208,866.20 with Centennial Contractors Enterprises

DISCUSSION: Gwinnett Technical College requests approval on the execution of a construction contract for "Renovation of Diesel Lab" on the Main Campus of Gwinnett Technical College, with Centennial



Contractors Enterprises, Inc., Atlanta, GA in the amount of \$208,866.20, using bond funds.

**E. Lanier Tech** - \$261,407.52 with Rubio and Son Interiors, Inc.

DISCUSSION: Lanier Technical College requests approval on the execution of a construction contract for "Building Automation Systems Laboratory" on the Forsyth Campus of Lanier Technical College, with Rubio and Son Interiors, Inc., Dacula, GA in the amount of \$261,407.52, using local funds.

**F. West Georgia Tech** - \$844,500.00 with Torrance Construction Co.

DISCUSSION: West Georgia Technical College requests approval on the execution of a construction contract for "Callaway Conference Center Culinary Kitchen Addition" on the LaGrange Campus of West Georgia Technical College, with Torrance Construction Company, LaGrange, GA in the amount of \$844,500.00, using local funds.

**G. Oconee Fall Line Tech** - \$1,201,028.00 with Dyer Construction, Inc.

DISCUSSION: Oconee Fall Line Technical College requests approval on the execution of a construction contract for "Porter Center Renovations" on the Dublin Campus of Oconee Fall Line Technical College, with Dyer Construction, Inc., Milledgeville, GA in the amount of \$1,201,028.00, using local funds.

That concluded the committee's report.

• **Governance, Compliance and Audit**

**Joe Yarbrough**

Mr. Joe Yarbrough presented 3 motion to the board.

**I. General Motion**

**MOTION:** The motion was made by Mr. Joe Yarbrough to approve substituting the Governor's Executive Order on Ethics dated March 30, 2017 with the Governor's Executive Order on Ethics signed by Governor Brian Kemp on January 14, 2019 in all policies referencing such order. The motion was seconded by Mr. Jay Cunningham. The board voted and the motion was unanimously approved.



**DISCUSSION:** Governor Nathan Deal last signed the Governor's Executive Order on Ethics on March 30, 2017, and Governor Brian Kemp renewed the Order on January 14, 2019 making no substantive changes. We are requesting to replace the old Order with the updated version in all policies and procedures in which it is referenced.

## **II. Approval of Mutual Aid Agreements**

**MOTION:** The motion was by Mr. Joe Yarbrough to approve the proposed Mutual Aid Agreements as listed in the Board materials. The motion was seconded by Dr. Lynn Cornett. The board voted and the motion was unanimously approved.

**DISCUSSION:** As previously discussed, legislation allows us to enter into Mutual Aid Agreements with other law enforcement agencies, and that legislation mandates that these agreements go before the State Board for approval. These Agreements have been reviewed by TCSG and follow the approved format; we now seek your review and approval.

## **III. Local Board Member Appointments**

**MOTION:** The motion was made by Mr. Joe Yarbrough to approve local board member appointments as listed in the Board materials. The motion was seconded by Judge Richard Porter. The board voted and the motion was unanimously approved.

Mr. Joe Yarbrough said that Mrs. Linda Osborne-Smith gave the committee an overview of Governor Kemp's executive order on sexual harassment and the new required State wide training. TCSG has a great program in place, especially our title IX investigating team. The board was emailed the finalized audit last week and he thanked Penni Haberly and her staff of all they do in regards to the audits.

That concluded the committee's report.

## **• Operations, Finance, and Planning**

**Tim Williams**

### **I. Expenditure Requests**

**MOTION:** The motion was made by Mr. Tim Williams for the State Board to authorize the Commissioner to purchase the designated items or execute the





requested contracts for the system office and technical college listed below at a cost not to exceed the amounts stated. The motion was seconded by Judge Richard Porter. The board voted and the motion was unanimously approved.

1. **TCSG/Student Affairs** – Request to approve an agency contract between TCSG and CampusLogic for software to provide a cloud based student financial aid analytical platform for each of the 22 colleges. Costs not to exceed \$485,000.00. **Local funds are available for this expenditure.**

**Discussion:** CampusLogic software provides a cloud based student financial aid analytical platform to assist the 22 colleges with financial aid compliance. To assist the colleges with verification and satisfactory academic progress, the software will allow students to upload required verification documentation by taking a picture with their smartphone. This will improve customer service as well as ensure only needed information is collected by the college. The software will also help with satisfactory Academic progress appeals and financial aid award letters. Each college will be able to select the components that will meet the college's needs.

2. **Coastal Pines Technical College** – 100 computers, monitors & accessories from Technology Integration Group to replace obsolete equipment; cost \$136,889.00. **Local funds are available for this expenditure.**

**Discussion:** 100 Dell computers are needed to replace obsolete equipment used by faculty/staff who utilize Banner 9 forms. The recent upgrade to Banner 9 forms has resulted in slower processing time for older computers and this replacement will increase the efficiency of college staff.

3. **Gwinnett Technical College** – Audio/Visual equipment including installation services from Howard Technology Solutions to upgrade 18 classrooms; cost \$329,069.00. **Obsolete equipment bond funds are available for this expenditure.**

**Discussion:** Audio/visual equipment is needed to replace and upgrade instructional audio/visual systems in 18 classrooms at the Lawrenceville campus. These classrooms no longer meet the needs for instruction due to aging equipment which is inconsistent in operation and lack the media capabilities used for delivery of engaging online content at the core of most classes today. Equipment includes projectors, switchgear, screens and podiums.

That concluded the committee's report.



- **Executive Committee**

**Chair Anne Kaiser**

Madam Chair Kaiser thanked the committees for their reports. She commented on the great executive committee that was held earlier in the day. She congratulated President Pete McDonald and President Craig Wentworth on their upcoming retirements.

The committee is looking forward to seeing the new dashboard that will be rolled out later this month as well as the new high school equivalence programs.

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, April 4, 2019 at the System Office. She thanked Commissioner Arthur for his remarks during the General Session. Each board member was invited to the Manufacturing Appreciation Luncheon on April 18. Madam Chair also reminded the board about filing their Financial Disclosures with the Ethics and Campaign Finance Commission.

Madam Chair Kaiser hoped everyone would stay for the Committee of the Whole which would coincide with the TCSG EAGLE program. The EAGLE Award is the Exception Adult Georgian in Literacy Education (or EAGLE). The program recognizes and honors students who have demonstrated exceptional achievement in statewide adult education classes. The concept of EAGLE is one designed to create a greater awareness of education opportunities that are available in local communities across the state and to foster involvement in lifelong learning pursuits.

That concluded Madam Chair's comments.

**VI. ADJOURN**

**Chair Anne Kaiser**

**MOTION:** The motion was made by Mr. Joe Yarbrough to adjourn the March 13, 2019 State Board Meeting of the Technical College System of Georgia at 10:37 a.m. Motion was seconded by Vice Chair Doug Carter and passed State Board approval unanimously. Meeting stood adjourned.

