



STATE BOARD GENERAL SESSION

Anne Kaiser, <i>Chair</i>	Carvel Lewis
Doug Carter, <i>Vice Chair</i>	Artesius Miller
Ben Bryant	Chunk Newman
Shan Cooper	Trey Sheppard
Ben Copeland	Shirley Smith
Lynn Cornett	Phil Sutton
Jay Cunningham	Baoky Vu
Tommy David	Dinah Wayne
Mary Flanders	Tim Williams
Randall Fox	Lisa Winton
Buzz Law	Joe Yarbrough

Approved Minutes

Thursday, June 6, 2019

11:15 a.m.- 12:00 p.m.

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

Absent: Lisa Winton, Dinah Wayne

I. WELCOME AND CALL TO ORDER

Chair Anne Kaiser

Madam Chair Kaiser called the June 6, 2019 State Board meeting of the Technical College System of Georgia [TCSG] to order at 11:15 a.m. She welcomed the attending State Board members, the technical college presidents and the TCSG staff; thanking everyone for their participation during their respective committees.

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 May 2, 2019 State Board meeting. **A motion was made by Mr. Joe Yarbrough and was seconded by Mrs. Shan Cooper. The board voted and the motion was unanimously approved. Minutes stand approved.**

Madam Chair Kaiser then introduced our new board members.

Carvel Lewis is the owner of Lewis Mortuary II located in Georgetown and serves as a member of the Civic League and Quitman County School Parent Teacher Organization. Lewis is also a Trustee and the Director of Christian Education at St. Stephen AME Church. This year marks his third year serving as Chairman of the Board of Commissioners for the Unified Government of Georgetown-Quitman County. Lewis earned a bachelor's degree from Hampton University where he double-majored in Biology and Political Science. He resides in Georgetown.



Dr. Artesius Miller is the Superintendent of Utopian Academy for the Arts in Ellenwood. Miller is recognized as a visionary leader in K-12 education who founded Georgia's first state-approved charter school following recreation of the State Charter Schools Commission. As a product of the urban public school system and an Atlanta native, Miller knows firsthand the academic and economic disparities challenging metro-area classrooms. His charter school, Utopian Academy, takes a no-excuses approach to teaching and learning among its largely economically disadvantaged population, and his academic strategies have helped Utopian scholars outperform Clayton County middle schools in all subject areas. A recipient of a prestigious Gates Millennium Scholarship, Miller has a bachelor's degree in Economics from Morehouse College, a master's degree in Education Leadership from Teachers College at Columbia University, and a doctorate degree in Educational Administration and Policy from the University of Georgia. Miller is an adjunct professor of Education at Morehouse College, and he resides in Atlanta.

Lisa Winton was not able to make the meeting this month, but the Board looks forward to meeting her in August.

III. **COMMISSIONER'S COMMENTS**

Commissioner Matt Arthur

Commissioner Matt Arthur began by thanking the board for all their hard work. He let everyone know that as of June 6, 2019 all the President evaluations had been completed.

Next, the Commissioner gave the board an update on a few events that have occurred since the last board meeting. On May 23, 2019, the three new TCSG board members were sworn in at the Capitol by Governor Kemp. Commissioner Arthur said that everyone at TCSG looking forward to working with the new board members. On May 8, 2019 the Foundation team hosted the TCSG employee appreciation event.

Commissioner Arthur then thanked the two president search committees for their time and dedication to finding the right president for our colleges. He said he was very appreciative of the Governor's Office for helping make the tuition increase happen. He encouraged everyone to read the strategic plan in the board materials.

That concluded the Commissioner's report.

IV. **COMMITTEE REPORTS**

COMMITTEE CHAIRS

- **Academic Affairs**

Lynn Cornett



Dr. Lyn Cornett said they had a great committee meeting. She said they received an update from the staff on many different tasks. TCSG is continuing to develop updated curriculum for programs, as well as expanding work base learning and apprenticeship programs.

I. Academic Standards and Programs

Motion (Approval of ASN Degree and TCCs):

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

Discussion:

Georgia Northwestern Tech College - TCC program in Flooring Production Operator, FPO1, 14 Credit Hours, effective August 2019

Georgia Northwestern Technical College and local employers in the flooring industry have been working together on creating two TCCs designed to meet employer needs for skilled applicants and the need for graduates to obtain stable well-paying jobs. The Flooring Production Technician TCC will provide graduates with the skills and aptitudes to obtain employment with flooring manufacturers in the area of production tech. No other colleges within or adjacent to our service area offer such a program. As an institutionally developed program, it meets State Board and general program standard requirements for programs at its award level. First year costs of the program will be \$507,000. However, \$500,000 of this is for equipment that has been fully donated by local industry. The only cost to the college is for adjunct instructor salary and supplies. First year enrollment is expected to be 10 students, increasing to 20 by year three.

Enrollment Projections:

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

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



Georgia Northwestern Tech College - TCC program in Flooring Production Technician, FP51, 17 Credit Hours, effective August 2019

Georgia Northwestern Technical College and local employers in the flooring industry have been working together on creating two TCCs designed to meet employer needs for skilled applicants and the need for graduates to obtain stable well-paying jobs. The Flooring Production Technician TCC will provide graduates with the skills and aptitudes to obtain employment with flooring manufacturers in the area of production tech. No other colleges within or adjacent to our service area offer such a program. As an institutionally developed program, it meets State Board and general program standard requirements for programs at its award level. First year costs of the program will be \$507,000. However, \$500,000 of this is for equipment that has been fully donated by local industry. The only cost to the college is for adjunct instructor salary and supplies. First year enrollment is expected to be 10 students, increasing to 20 by year three.

Enrollment Projections:

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

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

Savannah Technical College - TCC program in General Construction Assistant, GC41, 13 Credit Hours, effective August 2019

The General Construction Assistant TCC program was requested by local high schools and is unique to the college service area. The construction programs at Effingham High School and South Effingham High School closed during the decline of the building industry. Each high school has a lab and with the construction industry now booming, general contractors requested Savannah Technical College create a dual enrollment program in the high schools. Savannah Technical College is requesting to adopt the General Construction Assistant TCC program, which was institutionally developed by Wiregrass Georgia Technical College. The anticipated first year enrollment of 12 students is expected to grow to 18 by the third year.

Enrollment Projections:

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

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



Wiregrass Georgia Technical College - ASN Degree program in LPN to ASN Bridge Transitions in Nursing, LT13, 60 Credit Hours, effective August 2019

Wiregrass Georgia Technical College is requesting the LPN to ASN Bridge Transitions in Nursing program to prepare students as Registered Nurses within the health care field. Our local health care agencies are in dire need of RNs and have many job openings currently. This request would allow us to offer current licensed LPNs an opportunity to continue their education thus serving two purposes; answering a critical workforce need and allowing easier transition to a higher educational status. Wiregrass Georgia Technical College offers an Associate of Science (ASN) in Nursing, the Licensed Practical Nursing Diploma, as well as the Nurse Aide and Patient Care Assisting Technical Certificates of Credit. Valdosta State University offers a Bachelor's of Science in Nursing and a Master's of Science in Nursing. South Georgia State College offers a Licensed Practical Nursing Bridge Pathway and a Registered Nursing to Bachelor's in Nursing program. Abraham Baldwin Agricultural College offers an Associate in Science in Nursing as well as a Registered Nursing Bridge Program. Thomas University offers a Bachelor's of Science in Nursing and a Master's of Science in Nursing. Southern Regional Technical College offers an Associate in Science in Nursing as well as a Registered Nursing Bridge Program. The college also offers the License Practical Nursing Diploma, as well as the Nurse Aide and Patient Care Assisting Technical Certificates of Credit. This is an institutionally developed program that will adhere to all guidelines set forth by the State Board of the Technical College System of Georgia. The initial budget for the program is \$131,000.00 which includes the instructor's salary and will be funded by tuition and fees. The first year's enrollment is projected to be 20 students growing to 30 students in the third year.

Enrollment Projections:

Day Students Year 1: 20 Year 2: 30 Year 3: 30

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

II. Program Terminations

MOTION: The motion was made by Dr. Lynn Cornett to approve the program termination requests for June 2019. The motion was seconded by Mr. Trey Sheppard. The board voted and the motion was unanimously approved.

Termination of Diploma and AAS Degree

Albany Technical College



Degree program in Electromechanical Engineering Technology (EET3), effective January 2020.

Gwinnett Technical College

Diplomas program in Criminal Justice Technology (CJT2), effective May 2020.

III. Approval for Program Standards and Revisions

MOTION: The motion was made by Dr. Lynn Cornett to approve program standards and revisions for June 2019. The motion was seconded by Mrs. Shan Cooper. The board voted and the motion was unanimously approved.

State Board Standards and Revisions Summary for June 2019

Major Code	Program Name	Program Development	Award Level	Credit Hours
FPO1	Flooring Production Operator	Georgia Northwestern	TCC	14
FP51	Flooring Production Technician	Georgia Northwestern	TCC	17
CE33	A.S. – Consumer Economics	Southern Crescent	Degree	62
LT13	LPN to ASN Bridge Transitions in Nursing	Wiregrass Georgia	Degree	60

IV. Commissioner Authorization Motion

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 August 2019. The motion was seconded by Mr. Joe Yarbrough. The board voted and the motion was unanimously approved.

That concluded the committee's report

• **Adult Education**

Ben Copeland

Mr. Ben Copeland commented on the great committee meeting they had. The GED



testing report through April is posted in Dropbox. The Department of Corrections is working to make their GED graduation goal of 3000 for FY19. Testing centers are partnering by expanding dates and times for testing during June. Mr. Copeland said that most of his report was presented to board during the Committee of the Whole, by Assistant Commissioner Joe Dan Banker and Assistant Commissioner Dr. Cayanna Good. They did a great job reviewing the WIOA Youth Service programs.

That concluded the committee report.

- **External Affairs and Economic Development**

Doug Carter

Mr. Doug Carter commented on the great committee meeting they had. He gave the board a brief update on the discussions that occurred during the meeting.

Quick Start:

- For May 2019 Quick Start had one prospect for 200 potential new jobs and six announcements for 1,060.
- At each of the board seats there is a MAW 2019 Art Design Contest Winners calendar and a photobook of the event.
- Starbuck's had their grand opening for the new roasting plant this month. Trey Sheppard was able to represent the Board at the event.
- The Quick Start Advisory Committee met June 5, 2019, there was a three-person panel from Mando, QUAD Inc., and Kason Industries. They spoke on the changing manufacturing environment in their respective industries. Aprio did a briefing on the Manufacturing Survey that was completed late last year.
- Commissioner Arthur welcomed Governor and First Lady Kemp as they toured the Georgia Bioscience Training Center, the new Facebook site, and the Takeda building all of which are in the Staton Springs Industrial Park.
- Quick Start is being represented at the BIO 2019 Convention in Philadelphia this month.

Communications:

- On May 23, 2019, Commissioner Arthur penned an Op-ed for the *Atlanta Journal Constitution*. The article discussed how TCSG can help Georgians in rural areas through education, training, and business partnerships.
- TCSG was in a half page ad in the Atlanta Business Chronicle's, "Who's Who in Education."
- TCSG launched the Economic Development web portal on the TCSG website.

External Affairs:

- Neil Bitting is currently working with legislators and other agencies on legislation in 2020.



- The Facilities team at TCSG is working on Capital outlay projects from the colleges in preparation for FY20.
- TCSG will have both board members and staff at the Valedictorian Ceremony at the Governor's Mansion this weekend.

Foundation:

- The TCSG Foundation team hosted a great Employee Appreciation event last month.
- The final report was submitted to the Woodruff Foundation.
- TCFA met in Macon on June 5, 2019.
- The Foundation team is currently working on a proposal for Coca-Cola next week.
- The TCSG Foundation Board will be meeting next week.

Economic Development:

- Kevin Werntz was introduced as a new employee for the Economic Development team. His office will be with the Information Technology and Data team. He will be rolling out the ORACLE database system for the economic development programs at the colleges.
- We had a discussion on plans to centralize the retraining tax credit program relieving the local VPED's at the local level.
- Accountability training program is being rolled out.
- The second welding mobile lab has been delivered to Athens Technical College. The third lab will be finish by July and the fourth lab will be completed in August.

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. Trey Sheppard. The board voted and the motion was unanimously approved.

- A. **Coastal Pines Tech** - LOI for 2,365 SF from Brantley County BoC

DISCUSSION: Coastal Pines Technical College requests approval on the execution of Letter of Intent #6427 with the Brantley County Board of Commissioners, covering 2,365 square feet of classroom and office spaces



located at 125 Bryan Circle, Nahunta, GA, at the rental rate of \$14,190.00 per annum, with an option to renew for 3 consecutive one year periods with no rent escalation.

B. Georgia Piedmont Tech - LOI for 50,000 SF from RCC Wesley Chapel Crossing, LLC

DISCUSSION: Georgia Piedmont Technical College requests approval on the execution of Letter of Intent #8832 with the RCC Wesley Chapel Crossing, LLC, covering 50,000 square feet of classroom and office spaces located at 2460 Wesley Chapel Road, Unit 25A, Decatur, GA, at the rental rate of \$162,500.00 per annum, with an option to renew for 1 consecutive three year period with 15% rent escalation.

C. Augusta Tech – Convey 11.928 acres to McDuffie County

DISCUSSION: Augusta Technical College requests approval to surplus the 11.928 acre portion of the 48.75 acre property known as the “Thomson-McDuffie Campus” located at 388 Tech Drive, Thomson (McDuffie County), Georgia. The Augusta Technical Institute Foundation, Inc., for consideration of \$1.00, conveyed the real property to the State of Georgia by Deed of Gift dated July 24, 1995, as found under the State's Real Property Record #08709. Augusta 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.

D. Oconee Fall Line Tech – Convey 5.01 acres to Hancock County

DISCUSSION: Oconee Fall Line Technical College requests approval to surplus the 5.01 acre property known as the “Hancock County Center” located at 10571 Hwy. 15, Sparta (Hancock County), Georgia. The Hancock County, for consideration of \$10.00, conveyed the real property to the State of Georgia by General Warranty Deed dated June 13, 2001, as found under the State's Real Property Record #09626. Oconee Fall Line Technical College has determined that this property is no longer needed to carry out its mission.

II. Approval of Construction Contracts

MOTION: The motion was made by 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. Joe Yarbrough. The board voted and the motion was unanimously approved.

A. Athens Tech - \$619,000.00 with Diversified Construction of GA, Inc.

DISCUSSION: Athens Technical College requests approval on the execution of a construction contract for "Building H Entry Addition" on the Main Campus of Athens Technical College, with Diversified Construction of GA, Inc., Tucker, GA in the amount of \$619,000.00, using local funds.

B. Georgia Piedmont Tech \$574,827.00 with United Maintenance, Inc.

DISCUSSION: Georgia Piedmont Technical College requests approval on the execution of a construction contract for "Building D HVAC Renovations" on the Newton Center of Georgia Piedmont Technical College, with United Maintenance, Inc., Atlanta, GA in the amount of \$574,827.00, using local funds.

C. Gwinnett Tech - \$174,564.71 with JOC Construction, LLC

DISCUSSION: Gwinnett Technical College requests approval on the execution of a construction contract for "Building 100 Restroom and Entry Lobby Upgrade" on the Main Campus of Gwinnett Technical College, with JOC Construction, LLC, Chamblee, GA in the amount of \$174,564.71, using local funds.

III. Approval of Bond Sale Request

MOTION: The motion was made by Mr. Chunk Newman to authorize the Chairperson of the State Board to request to the Georgia State Financing and Investment Commission that said GSFIC issue State of Georgia General Obligation Bonds in the aggregate principal amount listed below for the purpose of financing the projects listed below. The motion was seconded by Mr. Trey Sheppard. The board voted and the motion was unanimously approved.

DISCUSSION: The Senior Executive Director of Facilities Management requests approval of the bond sale request to the Georgia State Financing and Investment Commission that said GSFIC issue State of Georgia General Obligation Bonds in the aggregate principal amount listed below for the purpose of financing the projects listed below.



Project	Total Authorized Principal Amount	Bond Sale Request Amount
TCSG-265 Classroom & Library Bldg Camden FF&E	\$3,000,000	\$3,000,000
TCSG-314 Health Science Building FF&E	\$4,000,000	\$4,000,000
TCSG-358 FY2020 Equipment Refresh Statewide	\$10,000,000	\$10,000,000
TCSG-360 SGA CDL Facility and Improvements	\$1,570,000	\$1,570,000
TCSG-361 GWI Expansion Building 100	\$2,800,000	\$2,800,000
TCSG-359 SAV Effingham Transportation and Conference	\$5,650,000	\$5,650,000
TCSG-364 College and Career Academies Statewide	\$6,000,000	\$6,000,000
TCSG-357 FY2020 MRR 20 Year Statewide	\$10,000,000	\$10,000,000
TCSG-316 Allied Health Building-Lanier Hall	\$29,485,000	\$29,485,000
TCSG-349 New Carroll County Campus	\$49,400,000	\$49,400,000
Total	\$121,905,000	\$121,905,000

That concluded the committee's report.

• **Governance, Compliance and Audit**

Joe Yarbrough

I. General Motion

MOTION: The motion was made by Mr. Joe Yarbrough to approve the proposed Mutual Aid Agreements as follows:

- Athens and Hart County Sheriff's Office
- Athens and Madison County Sheriff's Office
- Athens and Oconee County Sheriff's Office
- Atlanta and City of Atlanta Police Department
- Atlanta and Clayton County Police Department
- Lanier and Barrow County Sheriff's Department
- Lanier and Dawson County Sheriff's Department
- Lanier and Forsyth County Sheriff's Department
- Lanier and Gainesville Police Department
- Lanier and Hall County Sheriff's Department
- Lanier and Jackson County Sheriff's Department
- Lanier and Winder Police Department

The motion was seconded by Mr. Trey Sheppard. 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.

II. Approval Policy Revisions

MOTION: The motion was made by Mr. Joe Yarbrough to approve revisions to Employment Contract Policy 4.1.6. the motion was seconded by Mrs. Shan Cooper. The board voted and the motion was unanimously approved.

DISCUSSION: Policy 4.1.6 is being revised to ensure the policy conforms to the format approved by the Board. The more detailed information in the policy is included in a TCSG operating procedure.

4.1.6 Employment Contracts

Revised: Pending State Board Approval; September 1, 1994; January 10, 1994;

Last Reviewed: Pending State Board Approval; November 1, 2016

Adopted: April 2, 1987



POLICY:

The Commissioner may issue employment contracts for technical college ~~p~~Presidents~~presidents~~. The ~~p~~Presidents~~presidents~~ may issue employment contracts to ~~their vice presidents, faculty and other professional staff.~~employees of their respective colleges.

Job duties and responsibilities associated with contract positions are judged to be such that the System reserves the right to renew or not renew these contracts when such contracts expire. As used in this policy, the term "non-renewal" means the discretionary non-renewal of a contract, as opposed to employee termination or dismissal for cause. Any decision for non-renewal of an employment contract must be based on legitimate non-discriminatory and non-retaliatory business reasons.

~~Contracts for presidents, staff and full-time faculty are normally written for a one (1) year term beginning and ending with the fiscal year. However, shorter contract periods are permissible. The benefits, terms, and conditions of employment of contract employees shall be governed by State Board policy and procedures. This includes the right to terminate or otherwise discipline such employees for cause during the term of their contracts. During the term of the contract period, an employee's job duties or job title may be changed at the discretion of the Commissioner or technical college President.~~

~~If the Commissioner or technical college President decides not to renew an employee's contract, then such employee shall be notified in writing no later than May 31st of the preceding academic year. Probationary or short-term contracts may specify other notice provisions as long as an employee is~~



~~given at least two weeks (14 calendar days) written notice. Extending the date of a contract's scheduled expiration in order to give the required notice will satisfy these notice periods.~~

~~Colleges will use~~ The System shall authorize standard employment contracts authorized by the General Counsel.

RELATED AUTHORITY:

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

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

ATTACHMENTS:

~~Attachment: 4.1.6.a1. Employment Contract for Presidents~~

~~Attachment: 4.1.6.a2. Employment Contract for Faculty~~

~~Attachment: 4.1.6.a3. Employment Contract for Professional Staff~~

~~Attachment: 4.1.6.a4. Standard Non-Renewal Letter~~

III. Approval of Repayment Agreement

MOTION: The motion was made by Mr. Joe Yarbrough to authorize Commissioner Arthur and Georgia Piedmont Technical College to enter into a repayment plan with the US Department of Education for the \$1,291,241.58 liability identified in a Federal Program Review of the college's financial aid operations as well as any costs associated with the repayment of these funds. The motion was seconded by Mr. Carvel Lewis. The board voted and the motion was unanimously approved.

DISCUSSION: From February 26, 2018 through March 2, 2018, the US Department of Education conducted a review of Georgia Piedmont Technical College's (GPTC's) administration of Title IV financial aid programs. The Department issued findings that will require the college to repay certain financial aid funds that were erroneously awarded to students in the amount of \$1,291,241.58. The repayment plan is currently being negotiated with the US Department of Education, but we expect a term of three years with the accrual of 1% interest.

IV. Local Board Member Appointments

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

Mr. Joe Yarbrough said that Deputy Commissioner Linda Osborne-Smith briefed the committee on the 2019 Financial Aid Risk reviews for those colleges preparing for the state audit of their financial aid programs. She provided the committee with a report showing a significant reduction in the projected liabilities from 2018 to 2019.



The risk reviews last year for the 5 colleges that were visited projected a potential liability of over \$4 million dollars. the colleges were able to correct many deficiencies before the state audit, and as a result, the audit finding projected a liability of less than one million dollars.

In 2019, a risk review was conducted as 6 colleges. The total projected potential liability for all 6 was around \$550,000. This is a very positive trend and an indication that the model being used by the System Office to review college financial aid programs is working to ensure compliance with federal regulations. TCSG has a team of 2 individuals that are dedicated to working with the colleges to assist them in correcting any areas of concern. We expect to see a much smaller projection when the state audits are conducted this fall and in 2020. Mr. Yarbrough added that he personally wanted to thank Linda, Penni and Derick for all of their hard work. To accomplish everything that TCSG has this year is not an easy task. The teams at TCSG and our colleges should be applauded for their hard work.

Mr. Yarbrough continued his report by exemplifying Jen Ziifle's quarterly briefing to the committee on campus safety initiatives. The team continues to work with colleges on Clery compliance and implementation of the Behavioral Intervention Teams. They have been conducting training sessions and consulting on individual cases.

That concluded the committee's report.

- **Operations, Finance, and Planning**

Tim Williams

- I. **Expenditure/Contract Requests**

MOTION: The motion was made by Mr. Tim Williams for the State Board to authorize the Commissioner to purchase the designated items or execute the requested contracts for the technical colleges listed below at a cost not to exceed the amounts stated. The motion was seconded by Mrs. Shan Cooper. The board voted and the motion was unanimously approved.

1. **Albany Technical College** – Cisco Hyperflex 3 Node Hybrid with Enterprise VmWare View Platform and associated software from ConvergeOne; cost \$142,541.00. **Federal grant funds are available for this expenditure.**

DISCUSSION: The college is seeking to purchase a Cisco Hyperflex 3 Node infrastructure system and associated software to deliver enterprise applications to distance learning students. This will allow the college to provide the same applications in the same manner as traditional students receive. As a result, the quality of education and learning will improve for this student population.



2. **Central Georgia Technical College** – Certified Audio Visual products, including telepresence hardware/software, and select services from Visual Systems Group, Inc. for 3 campus/site locations; cost \$159,020.00. **State & federal grant funds are available for this expenditure.**

DISCUSSION: This equipment includes new telepresence equipment for the Jones County Career Academy in Gray, Georgia which is in the final stages of being built. Classes are slated to start Fall 2019. This equipment will be used to remotely deliver instructions to Jones County Career Academy from the Warner Robins & Macon campuses to benefit dual enrollment students.

3. **Coastal Pines Technical College** – Dell servers, computers, monitors and accessories from Technology Integration Group for all campus locations; cost \$273,330.00. **Local funds are available for this expenditure.**

DISCUSSION: This equipment is needed to replace obsolete servers and computers in classrooms and offices used by faculty and staff. The computers being replaced are 5-10 years old and their failure rate has increase substantially as the computers have grown older. New computers will run modern operating systems/software faster thereby increasing the efficiency of students and staff.

4. **Oconee Fall Line Technical College** – Cisco Spark video conferencing equipment and new switches for network support from CDW-G; cost \$457,446.00. **Federal grant funds are available for this expenditure.**

DISCUSSION: The new Cisco Spark video conferencing equipment is needed to replace old Tanberg units that are used to offer distance education classes in smaller locations. The Tanberg units are over 10 years old and unrepairable due to age/non-availability of parts. The college wrote a USDA distance learning grant for the purchase of 8 new Spark units which Cisco now offers as its distance education platform. In addition, new switches are being purchased for network support for the new technology.

5. **Ogeechee Technical College** – SimMan Essential Manikin and SimMan 3G Trauma Manikin with LEAP application software from Laerdal Medical Corp. for Practical Nursing and Paramedicine Programs; cost \$146,834.00. **World Class Lab bond funds are available for this expenditure.**

DISCUSSION: Laerdal training manikin simulators are needed for students in the Practical Nursing and Paramedicine Programs. Simulators include a SimMan Essential manikin and SimMan 3G Trauma manikin with LEAP application software. The college currently uses Laerdal Manikins for training in both of these programs and this purchase will allow the college to match existing equipment and keep instruction consistent. This equipment will offer accurate simulation learning pedagogy along with audiovisual aids to enhance the learning of these students and to satisfy the simulation standards of best practices in nursing and paramedicine emergency care education.



6-7. Savannah Technical College; total expenditures \$610,000.00 -- State and Federal grant funds are available for these expenditures.

- 6) Aviation Virtual Maintenance Trainer including software licenses, classroom computing hardware & classroom projection/speaker hardware from L3 Commercial Training Solutions for Aviation Maintenance Program/new Avionics Program; cost \$310,000.00. **State funds are available for this expenditure.**

DISCUSSION: This purchase is for the B737NG virtual maintenance trainer used to train aviation maintenance technicians on how to do maintenance tasks on a large aircraft without having all the cost/space required to support a large aircraft. It will include 12 student stations and 1 instruction station along with supporting software/hardware. The college already has the maintenance manuals, illustrated parts catalog, and wiring diagrams for this aircraft which will allow the college to perform the task correctly and support the required task in the simulator. This purchase will support the Aviation Maintenance Program as well as new Avionics programs that are starting up. This equipment replaces old CES equipment that is outdated and no longer has any backup support.

- 7) Renewal of agency contract with Kaplan School Supply Corp. for FY2020 for child care facility supplies/services at Crossroads Campus; cost \$300,000.00. **Federal grant funds are available for this expenditure.**

DISCUSSION: The college is seeking to renew the agency contract used by the Child Care Resource & Referral Program (CCR&R) at the college's Crossroads Campus. This contract includes children's items/equipment for use in child care facilities across Southeast Georgia (e.g. children's furniture, blocks, puppets, literacy games, art supplies, etc.). The CCR&R program provides support for early learning and child care programs that are working toward achieving a Quality Rated Star program. When these facilities achieve the Quality Rating Star, the CCR&R program is able to increase the number of Georgia's children/families who have access to quality early care/education programs.

8. **West Georgia Technical College** – Renewal of janitorial services contract for FY2020 with Beck Building Services for all 10 campus/site locations; cost \$468,605.00. **Local funds are available for this expenditure.**

DISCUSSION: The college is seeking to renew an existing contract with Beck Building Services to provide janitorial services for all campus/site locations. 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 third of four one-year renewable options on this contract.



9. **Wiregrass Georgia Technical College** – Distance Learning Network Equipment from ConvergeOne for all campus locations and other multiple locations; cost \$574,436.00. ***Federal grant and local Foundation funds are available for this expenditure.***

DISCUSSION: This request is for the purchase and installation of 19 WebEx Room kits in 10 service area high schools and on all four Wiregrass campus locations. The purpose of this project is to allow synchronous meetings and class delivery between each of Wiregrass' 4 main campus locations and the area high schools. This project will also allow participants to connect to the video-conference via any internet-connected device, if allowable. This equipment will enable the college to reach more potential students beyond traditional classroom delivery.

II. **Commissioner Authorization Motion**

MOTION: The motion was made by Mr. Tim Williams for the State Board to authorize the Commissioner to make all decisions, purchases and enter into necessary contracts between the June and August Board meeting dates that would otherwise require Board approval. Such decisions, purchases and contracts will be reviewed for ratification by the Board at the August 2019 meeting. The motion was seconded by Mr. Trey Sheppard. The board voted and the motion was unanimously approved.

III. **Approval of Tuition Increase**

MOTION: The motion was made by Mr. Tim Williams for the State Board's approval to increase the rate of tuition charged by colleges within the Technical College System of Georgia to \$100.00 per credit hour effective Fall Semester 2019. The motion was seconded by Mrs. Shan Cooper. The board voted the motion was unanimously approved.

DISCUSSION: The current tuition rate at TCSG colleges is \$89.00 per credit hour. The last increase in tuition was for \$4.00 per credit hour five years ago. The requested tuition increase is necessary for colleges to continue meeting the growing workforce needs of business and industries in Georgia. Even with the increased rate, TCSG continues to provide an affordable and accessible post-secondary option for students.

IV. **Approval of TCSG Strategic Plan for FY2020**

MOTION: The motion was made by Mr. Tim Williams for the State Board to approve the TCSG Strategic Plan update for FY2020 as so noted in the materials in the State Board book. The motion was seconded by Mr. Joe Yarbrough. The board voted and the motion was unanimously approved.

Discussion: We estimated 2019 outcomes with currently available data and increased the goals for FY2020. No other significant changes were made to the plan.



V. Approval of FY2020 Projected Budgets for each Technical College

MOTION: The motion was made by Mr. Tim Williams for the State Board to approve the projected budgets for each technical college for Fiscal Year 2020. The motion was seconded by Mrs. Shan Cooper. The board voted and motion was unanimously approved.

DISCUSSION: The Commission on Colleges requires that projected budgets for accredited institutions be approved by their governing board. The governing board for all TCSG colleges is the State Board of the Technical College System of Georgia. The initial projected budgets for the institutions accurately reflect the estimated funds available during Fiscal Year 2020 based on both prior year data and current year projections. Projections may have been adjusted based on enrollment trends and will continue to be adjusted as actual current year data becomes available. The total of all the initial projected budgets matches the FY2020 Appropriations Act as signed by the Governor.

• **Executive Committee**

Chair Anne Kaiser

Madam Chair Kaiser thanked the committees for their reports. She commented on the great and lively discussion was occurred in the executive committee this morning. Commissioner Arthur gave us a legislative update as well as information on the strategic plan, which is available in the board materials.

I. Approval of Naming a Building

MOTION: The motion was made by Mr. Ben Copeland to name Building 1300, the Student Services building at Augusta Technical College the "Terry D. Elam" building in honor of retiring President Terry Elam. Included in this motion is the waiver of the restrictions pertaining to the naming of a building for a current employee and the one-year waiting period for the naming of a building for a former employee. The motion was seconded by Mr. Doug Carter. The board voted and the motion was unanimously approved.

DISCUSSION: The Executive staff, Local Board of Directors, the Foundation Trustees, and Student Government of Augusta Technical College have requested that a building on campus be named for retiring President Terry D. Elam in recognition of his dedicated service to the college and students. The Foundation will also establish a scholarship in his name in association with the naming to maximize fundraising efforts. President Elam has announced his retirement will be effective this fall.

Based upon the overwhelming community support, I am recommending that the State Board waive the restrictions pertaining to the naming of a building for a



current employee and the one-year waiting period for the naming of a building for a former employee and honor this request. President Elam has had a deep and sustained impact on the college, and the naming of a building on campus is a fitting way to honor the legacy of his vision and leadership at Augusta Technical College.

President Elam began his career in technical education in November 1971, prior to the formation of the Technical College System of Georgia. Before being named president at Augusta Technical College, he served as an instructor, a student recruiter, a Director of Admissions, and Vice President of Economic Development. During his tenure as president, over 65,000 credit students have attended the college and over 9,000 students have earned their GED.

President Elam has been instrumental in the growth of Augusta Technical College which has added campuses in Burke, McDuffie and Columbia counties and expanded the main campus through the donation of adjacent land. He has shepherded the construction of three new buildings and added a Veterans Student Center on the main campus. Recently, President Elam expanded the Cybersecurity program to the Hull McKnight Cyber Center of Innovation and Training in downtown Augusta.

Under his leadership, the college has established over \$1 million in permanently endowed scholarship funds. Augusta Technical College was the first college in Georgia to be eligible for the Aspen Institute for Community College of Excellence award and the first two-year college in Georgia to be recognized by the National Security Agency and the Department of Homeland Security as a National Center of Academic Excellence in Cyber Defense Two-year Education.

That concluded the committee's report.

VI. Executive Session

Chair Anne Kaiser

Madam Chair Kaiser asked for a motion to go into executive session

MOTION: The motion was made by Mr. Joe Yarbrough to enter into Executive Session (See Attachment A). The motion was seconded by Mr. Tommy David and was unanimously agreed upon

MOTION: The motion was made by Mr. Joe Yarbrough to end the Executive Session and to go back into the General Session; the motion was seconded by Mr. Doug Carter and was unanimously agreed upon.



In General Session a motion was made for the new Georgia Northwestern Technical College President.

I. Georgia Northwestern Technical College

MOTION: The motion is made for the State Board of the Technical College System of Georgia to approve the Commissioner's Recommendation to appoint Heidi Popham as the new president of Georgia Northwestern Technical College effective June 16, 2019.

VII. CHAIR'S COMMENTS

Chair Anne Kaiser

Madam Chair Kaiser congratulated Dr. Heidi Popham. She said that the State Board is looking forward to working with her and asked if Dr. Popham would like to say a few words.

Dr. Heidi Popham said that she was honored and excited to start her new journey at Georgia Northwestern Technical College. She said she would work hard and would make the State Board, TCSG, and Georgia Northwestern Technical College proud.

That concluded Madam Chair's comments.

VIII. OTHER BUSINESS

Chair Anne Kaiser

The next TCSG State Board meeting will be August 1, 2019 at the TCSG System Office. Madam Chair Kaiser asked the board to please review and sign the Ethics form to Collier Collier.

Madam Chair Kaiser said if there was no further business for the board to discuss, she would ask for a motion to adjourn

VIII. ADJOURN

Chair Anne Kaiser

MOTION: The motion was made by Mr. Doug Carter to adjourn the June 6, 2019 Sate Board Meeting of the Technical College System of Georgia at 12:00pm. The motion as seconded by Mr. Trey Sheppard. The board voted and the motion was passed unanimously. Meeting stood adjourned.



Attachment A

**STATE OF GEORGIA
COUNTY OF DEKALB
AFFIDAVIT SUPPORTING CLOSING OF PUBLIC MEETING**

The Georgia Open Meetings Act, O.C.G.A § 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception that permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specific exceptions relied upon. O.C.G.A. § 50-14-4(b). A copy of this affidavit must be filed with the minutes of the meeting in question.

Comes now Anne Kaiser, the presiding officer identified below, and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

I am the presiding officer of the State Board of the Technical College System of Georgia.

I am over the age of 18 and in all aspects competent to make this sworn statement. I acknowledge that I am giving this statement under oath and penalty of perjury and that I have read the contents of this affidavit prior to signing it.

On June 6, 2019, this Board which is subject to the Open Meetings Act, met. A majority of the quorum of the members present voted to close the meeting or a portion thereof for the following indicated reason(s). I hereby certify that during the closed portion of the meeting only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons set forth below meet the requirements for closing this public meeting.

The legal authority for the closure of this meeting was Section 50-14-3(6)(12) of the Official Code of Georgia.

During the closed portion of the meeting, members of the State Board of the Technical College System of Georgia discussed or deliberated only upon a personnel matter.

FURTHER AFFIANT SAYETH NOT.

Sworn to and subscribed before me this 6 day of June 2019.

A handwritten signature in blue ink that reads "Anne Kaiser".

Anne Kaiser
Chair & Presiding Officer

