



# 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, September 5, 2019**

11:15 a.m.- 12:05 p.m.

System Office  
1800 Century Place, 2<sup>nd</sup> Floor  
Atlanta, Georgia 30345

Absent: Ben Copeland, Jay Cunningham, Mary Flanders, Tim Williams

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### **I. WELCOME AND CALL TO ORDER**

**Chair Anne Kaiser**

Madam Chair Anne Kaiser Called the September 5, 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 Anne Kaiser's first order of business was to call for a motion to approve the minutes from the August 1, 2019 State Board meeting. Motion was made by Mr. Carvel Lewis, was seconded by Mr. Trey Sheppard, and passed approval by the Board unanimously. Minutes stand approved.

Madam Chair then called on commissioner Arthur to give his report to the Board.

### **III. COMMISSIONER'S COMMENTS**

**Commissioner Matt Arthur**

Commissioner Matt Arthur began by thanking the board for all their hard work. He reported that on August 7, 2019 he and Neil Bitting were able to tour the Lockheed Martin Facility. Ron Newcomb also joined them for the tour. It was a great meeting and tour, and he looks forward to working with them in the future.

On August 15, 2019 the Commissioner attended the launch of the Center for Workforce Innovations at Atlanta Technical College. He was able to share a few words with those in attendance and was happy Mayor Bottoms was able to attend and speak to the group.



The Lt. Governor toured the THINC Academy at West Georgia Technical College on August 26, 2019. It is important to share with policy makers how TCSG is creating a workforce for Georgia.

Commissioner Arthur was happy to report that enrollment is up 3.4% in our technical colleges compared to AY2018. Credit hours are up 2.3% compared to AY2018 and FTE is up 2.3% compared to AY2018.

Commissioner Arthur updated the Board on the proposed budget. He explained a 4% reduction was required for this year and a 6% reduction for the upcoming fiscal year. He is trying hard to exclude the colleges from the cuts. Instead, TCSG will be limiting travel and reducing the number and length of conference attended by staff and hosted by TCSG. He also presented the Capital Outlay projects.

He then recognized one of Georgia Northwestern Technical College Alumnus. Ryan Fincher was on the SkillsUSA World Team for Welding. He is from Cedartown, GA. He won the Medallion for Excellence at the 2019 WorldSkills Welding competition. The competition was held in Kazan, Russia.

That concluded the Commissioner's comments.

Madam Chair then called on the Committee Chairs to give their reports.

#### IV. COMMITTEE REPORTS

#### COMMITTEE CHAIRS

- Academic Affairs

Lynn Cornett

- I. Academic Standards and Programs

**Motion (Approval of Associate of Science Degree):**

**MOTION:** Motion was made by Dr. Lynn Cornett that the college requests listed below to offer associate of science degree programs be approved effective the semester specified for the request. Any fiscal requirements to begin this program must be approved through the standard budget approval process. The motion was seconded by Mr. Joe Yarbrough and passed State Board approval unanimously.

**DISCUSSION:**



**West Georgia Technical College** - Degree program in AS in General Studies, AIG3, 62 Credit Hours, effective January 2020

According to the U.S. Bureau of Labor Statistics, employment opportunities for an associate's degree or a postsecondary non-degree award are projected to increase by 11% from 2016-2026. This is above-average growth compared to many specific fields. In 2017 the U.S. Bureau of Labor Statistics listed the median annual wage for occupations requiring an Associate's degree at \$52,830 compared to \$37,670 for postsecondary non-degree awards and \$36,100 for workers in high school-level occupations. West Georgia Technical College currently offers several existing associate degree programs in several different subject areas, but seeks to offer the institutionally developed A.S. in General Studies with specific optional concentrations within one degree. This new degree program would facilitate a more streamlined process for students seeking a degree by condensing several programs into one and provide an option for students within the community to pursue a higher degree through the established articulation agreement with the University of West Georgia. We have maintained successful transfer programs in Psychology and Criminal Justice. We do not currently have programs in Biology, Political Science, Sociology, or Economics. According to the Princeton Review, Political Science, Economics, Psychology, and Biology are among the top majors in terms of popularity, salary, and job prospects. According to College Factual, General Studies, Psychology, Biology, and Criminal Justice are in the top ten majors in terms of popularity. Another research group, Niche.com, holds that Psychology, Biology, Criminal Justice, Sociology, Economics, and Political Science are all among the top 15 most popular college majors. Given the popularity of the major fields served by this new A.S. in General Studies, it is likely that many members of the community will find the new program attractive. With existing facilities, equipment, learning resources, and current faculty supporting the program, no additional funding will be necessary for its implementation. The program's first-year enrollment total for all campuses is expected to be 40-50 students, growing to 75-80 students by the third year.

Enrollment Projections:

Day Students Year 1: 40 Year 2: 55 Year 3: 75

Evening Students Year 1: 10 Year 2: 20 Year 3: 30

**Motion (Approval of Diplomas, Degrees, and TCCs):**

**MOTION:** Motion was made by Dr. Lynn Cornett that the college requests listed below to offer TCC, diploma and degree 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 Mrs. Dinah Wayne and passed State Board approval unanimously.

## **DISCUSSION:**

**Georgia Northwestern Tech College** - Degree program in Applied Technical Management, AS33, 68 Credit Hours, effective January 2020

Georgia Northwestern Technical College would like to offer the Applied Technical Management Degree program as a way for Diploma graduates to seamlessly continue their education through the Associate Degree level. Acquiring this additional level of education and the skills and knowledge that come with it will afford graduates an increased opportunity for obtaining higher level and better paying jobs. In addition it will help meet employer needs for a higher educated and more skilled workforce. No other colleges in our service area offer this program. The program will follow the state standards. First year costs of the program should be \$0 as no additional faculty will be required and no new equipment or facilities will be required. First year enrollment is estimated to be thirty students, increasing to ninety by the third year.

Enrollment Projections:

Day Students Year 1: 15 Year 2: 30 Year 3: 45

Evening Students Year 1: 15 Year 2: 30 Year 3: 45

**Georgia Northwestern Tech College** - TCC program in Pediatric Echocardiography, PE11, 9 Credit Hours, effective January 2020

Georgia Northwestern Technical College would like to offer the institutionally developed Pediatric Echocardiography TCC. Pediatric Echocardiography program would provide an enhanced educational opportunity for post graduate registered adult echocardiographers in good standing. Nationally, there are 113 accredited programs for Adult Echocardiography, but only one accredited program nationwide for Pediatric Echocardiography training according to The Commission on Accreditation of Allied Health Education Programs. This program will meet the needs of employers looking for pediatric specialized echocardiographers and provide graduates with increased job opportunities. No other colleges in or adjacent to our service area offer this type program. The Pediatric Echocardiography TCC is institutionally developed and will meet State Board and general program standard requirements for programs at its award level. First year program costs will be minimal at \$6500 for adjunct faculty salary,



equipment, and library supplies. Anticipated enrollment for the first year is ten students, increasing to twenty by the third year.

**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 Piedmont Technical College** - Diploma program in Electrical Control Systems, EC22, 44 Credit Hours, effective January 2020

The Bureau of Labor Statistics predicts that this occupational area will grow by 19% by 2022, faster than the average for all occupations. They also state that increased adoption of sophisticated manufacturing equipment will require more highly-skilled mechanics and technicians to keep machines functioning properly. Overall, applicants with a broad range of skills in manufacturing and automation should have very good job prospects. Those that complete apprenticeships and educational programs designed for industrial manufacturing support will have the best job prospects. The curriculum will follow the state standards and will not require additional equipment. Many of the courses in this curriculum are offered within other program areas already offered at GPTC but this combination of courses in the Electrical Control Systems program offers the strongest skill set to our delivery area. We will begin offering it in the evening before opening it up in the day where it will overlap the German Apprenticeship program offered to high school students. The cost for the program for the first year will be \$6075 and will be funded by tuition. These costs will cover an additional adjunct instructor and additional supplies for labs. We anticipate starting with ten students in the first year, building to 27 by year three.

**Enrollment Projections:**

Day Students Year 1: 0 Year 2: 10 Year 3: 12

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

**Georgia Piedmont Technical College** - Diploma program in Industrial Mechanical Systems, IMS2, 51 Credit Hours, effective January 2020

The Bureau of Labor Statistics predicts that this occupational area will grow by 19% by 2022, faster than the average for all occupations. They also state that increased adoption of sophisticated manufacturing equipment will require more highly-skilled mechanics and technicians to keep machines functioning properly. Overall, applicants with a broad range of skills in manufacturing and automation should have very good job prospects. Those that complete apprenticeships and



educational programs designed for industrial manufacturing support will have the best job prospects. The curriculum will follow the state standards and will not require additional equipment. Many of the courses in this curriculum are offered within other program areas already offered at GPTC but this combination of courses in the Industrial Mechanical Systems program offers the strongest skill set to our delivery area. We will begin offering it in the evening before opening it up in the day where it will overlap the German Apprenticeship program offered to high school students. The cost for the program for the first year will be \$6075 and will be funded by tuition. These costs will cover an additional adjunct instructor and additional supplies for labs. We anticipate starting with ten students in the first year, building to 27 by year three.

Enrollment Projections:

Day Students Year 1: 0 Year 2: 10 Year 3: 12

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

**Georgia Piedmont Technical College** - Diploma program in Precision Manufacturing and Maintenance for GACATT, PMA2, 57 Credit Hours, effective January 2020

Georgia Piedmont Technical College is requesting approval to offer the Precision Manufacturing and Maintenance Diploma. Industries within our service have indicated a need for additional training in the Industrial Manufacturing areas. Industry growth is expected to be 11% - 19% by 2020. Graduates of this program will be employed in manufacturing industrial service areas at manufacturing plants, industrial plants and private facilities. This diploma will complement the two TCCs that will be offered to high school students in the apprenticeship program and will prepare them for jobs in the manufacturing industry. Funding for this diploma and associated programs will come from Perkins grant funds.

Enrollment Projections:

Day Students Year 1: 10 Year 2: 22 Year 3: 34

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

**Gwinnett Technical College** - TCC program in Mechatronics Technician, MT21, 12 Credit Hours, effective January 2020

The mechatronics technology degree, diploma, and certificate are focused on workforce development. Gwinnett Tech is requesting to add these programs to the college's offerings in order to meet the high demand for skilled technicians and machine operators in the automated manufacturing industry sector in the



college's service area and the surrounding metro-Atlanta area. The closest TCSG institutions offering training in mechatronics are Lanier Technical College (Barrow Campus) and Athens Technical College. The program requested will follow the approved curriculum in the state standard MT21. Start-up costs for the MT23 Mechatronics Technology degree will be approximately \$850,000 due to the equipment purchases required to support this program. The diploma and certificate programs will utilize resources (staff, equipment, learning materials, etc.) acquired for the degree program, so no additional capital expenditures will be required. In the degree program, the college anticipates an initial enrollment of 75 students and up to 150 student by the third year. For the diploma and degree programs, the college expects first-semester enrollment of at least five students in each program, with enrollment growing to 25 students per program by the third year. These estimates are based on enrollment trends in the college's engineering program.

Enrollment Projections:

Day Students Year 1: 0 Year 2: 5 Year 3: 10

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

**Gwinnett Technical College** - Degree program in Mechatronics Technology, MT23, 60 Credit Hours, effective January 2020

The mechatronics technology degree, diploma, and certificate are focused on workforce development. Gwinnett Tech is requesting to add these programs to the college's offerings in order to meet the high demand for skilled technicians and machine operators in the automated manufacturing industry sector in the college's service area and the surrounding metro-Atlanta area. The closest TCSG institutions offering training in mechatronics are Lanier Technical College (Barrow Campus) and Athens Technical College. The program requested will follow the approved curriculum in the state standard MT23. Start-up costs for the MT23 Mechatronics Technology degree will be approximately \$850,000 due to the equipment purchases required to support this program. The diploma and certificate programs will utilize resources (staff, equipment, learning materials, etc.) acquired for the degree program, so no additional capital expenditures will be required. In the degree program, the college anticipates an initial enrollment of 75 students and up to 150 students by the third year. For the diploma and degree programs, the college expects first-semester enrollment of at least five students in each program, with enrollment growing to 25 students per program by the third year. These estimates are based on enrollment trends in the college's engineering program.

Enrollment Projections:





Day Students Year 1: 50 Year 2: 75 Year 3: 100  
Evening Students Year 1: 25 Year 2: 50 Year 3: 50

**Gwinnett Technical College** - Diploma program in Mechatronics Technology, MTD2, 47 Credit Hours, effective January 2020

The mechatronics technology degree, diploma, and certificate are focused on workforce development. Gwinnett Tech is requesting to add these programs to the college's offerings in order to meet the high demand for skilled technicians and machine operators in the automated manufacturing industry sector in the college's service area and the surrounding metro-Atlanta area. The closest TCSG institutions offering training in mechatronics are Lanier Technical College (Barrow Campus) and Athens Technical College. The program requested will follow the approved curriculum in the state standard MTD2. Start-up costs for the MT23 Mechatronics Technology degree will be approximately \$850,000 due to the equipment purchases required to support this program. The diploma and certificate programs will utilize resources (staff, equipment, learning materials, etc.) acquired for the degree program, so no additional capital expenditures will be required. In the degree program, the college anticipates an initial enrollment of 75 students and up to 150 students by the third year. For the diploma and degree programs, the college expects first-semester enrollment of at least five students in each program, with enrollment growing to 25 students per program by the third year. These estimates are based on enrollment trends in the college's engineering program.

Enrollment Projections:

Day Students Year 1: 0 Year 2: 5 Year 3: 10  
Evening Students Year 1: 5 Year 2: 10 Year 3: 15

**Lanier Technical College** - TCC program in Pharmacy Technology, PT51, 15 Credit Hours, effective January 2020

The demand for entry-level pharmacy workers in the Lanier Technical College service area is currently very strong and is projected to grow by 18.9% by 2028. This institutionally developed program will enable the college to remain competitive with local training/continuing education programs and to meet the projected workforce demands for our service area. The courses are tiered to ensure the knowledge, skills and abilities that will meet or exceed the recent program accreditation and certification requirements. In addition, students will be able to obtain a completion award and be certification eligible in one semester as opposed to the current three semesters. We anticipate approximately 30 students





per year for the first three years of the program. No additional resource or funding is required due to the already existing pharmacy program, and the new Hall campus was adequately designed to meet the needs of the program.

**Enrollment Projections:**

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

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

**Ogeechee Technical College** - Diploma program in Commercial Electrical Construction Technology, CEC2, 57 Credit Hours, effective January 2020

According to the Bureau of Labor Statistics, electricians held about 666,900 jobs in 2016. Employment of electricians is projected to grow 9 percent from 2016 to 2026, about as fast as the average for all occupations. Increases in construction spending and growing demand for alternative energy sources will drive demand for electricians. As homes and businesses require more wiring, electricians will be needed to install the necessary components. Alternative power generation, such as solar and wind, is an emerging field that should require more electricians for installation. Increasingly, electricians will be needed to link these alternative power sources to homes and power grids over the coming decade. Potential employers and industry partners in this field include ACE Electrical, The SACK Company, Briggs & Stratton, Viracon, and Hemco Inc. The anticipated enrollment for the program is 30 students in the inaugural semester. Enrollment is anticipated to increase in subsequent semesters to 50 to 70 students.

**Enrollment Projections:**

Day Students Year 1: 20 Year 2: 30 Year 3: 40

Evening Students Year 1: 10 Year 2: 20 Year 3: 30

**Southern Regional Technical College** - Degree program in AAS in Interdisciplinary Studies, AF53, 61 Credit Hours, effective September 2019

Southern Regional Technical College (SRTC) is seeking approval for the Associate of Applied Science in Interdisciplinary Studies (AIS). SRTC currently has a large number of dual enrollment students seeking to earn an associate's degree while enrolled in high school. This program will provide these students a graduation option and will provide a pathway for students to successfully complete an associate's degree using credit earned in a previously selected program of study. The AIS is a standard program, and SRTC will adhere to all guidelines set forth by the Technical College Systems of Georgia. To implement the program, SRTC will use its current faculty. The estimated cost of the supplies will be \$10,000.00 per year



and will be funded through tuition and fees. The first year's enrollment is expected to be 40 students school-wide, growing to 80 in the third year.

Enrollment Projections:

Day Students Year 1: 30 Year 2: 40 Year 3: 50

Evening Students Year 1: 10 Year 2: 20 Year 3: 30

## **II. Program Terminations**

**MOTION:** Motion was made by Dr. Lynn Cornett to approve the program termination requests for September 2019. The motion was seconded by Mr. Trey Sheppard and passed State Board approval unanimously.

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

#### **Albany Technical College**

Degree program in PC Maintenance Specialist (PMS3), effective September 2019.

Degree program in Telecommunications Engineering Technology (TET3), effective September 2019.

Diploma program in Drafting Technology (DT12), effective January 2020.

Diploma program in Web Site Design/Development (IS64), effective September 2019.

Degree program in Drafting Technology (DT13), effective January 2020.

Degree program in Web Site Design/Development (IS53), effective September 2019.

Diploma program in Convergent Telecommunications Technology (CTT4), effective September 2019.

TCC program in Telecommunications Network Specialist (TN11), effective September 2019.

TCC program in Telecommunications Cabling Specialist (TC61), effective September 2019.

TCC program in Web Site Developer (ISE1), effective September 2019.

TCC program in Web Interface Design Technician (WI11), effective September 2019.

### **Extend Program Termination Date**

**MOTION:** Motion was made by Dr. Lynn Cornett to extend program termination date request for September 2019. The motion was seconded by Mr. Joe Yarbrough and passed State Board approval unanimously.



## Lanier Technical College

Diploma program in Surgical Technology, effective December 2019.

### III. Approval for Program Standards and Revisions

**MOTION:** Motion was made by Dr. Lynn Cornett to approve program standards and revisions for September 2019. The motion was seconded by Mr. Chunk Newman and passed State Board approval unanimously.

#### State Board Standards and Revisions Summary for September 2019 Program Review Changes.

Major Code	Program Name	Program Development	Award Level	Credit Hours
	<b>Automotive Collision Repair</b>			
	Introduction to Body Repair Technician	Standard	TCC	16
	Introduction to Paint Technician	Standard	TCC	18
	Automotive Collision Diploma: Refinishing	Standard	Diploma	40
	Automotive Collision Diploma: Collision Repair	Standard	Diploma	40
	<b>Automotive Technology</b>			
	Automotive Electrical/Electronic Systems	Standard	TCC	13
	Automotive Chassis Technician Specialist	Standard	TCC	23
	Automotive Climate Control Technician	Standard	TCC	18
	Automotive Engine Performance Technician	Standard	TCC	23
	Automotive Engine Repair Technician	Standard	TCC	19
	Automotive Fundamentals	Standard	Diploma	44
	Automotive Technology	Standard	Diploma	55
	Automotive Technology	Standard	Degree	70
	<b>Diesel Equipment</b>			
	Diesel Engine Service Technician	Standard	TCC	14

	Diesel Equipment HVAC Technician	Standard	TCC	11
	Diesel Truck Maintenance Technician	Standard	TCC	23
	Heavy Diesel Service Technology	Standard	TCC	26
	Diesel Equipment Technology	Standard	TCC	35
	<b>Early Childhood Care &amp; Education</b>			
	Early Childhood Care and Education Basics	Standard	TCC	10
	CDA Preparation	Standard	TCC	12
	Child Development Specialist	Standard	TCC	19
	Early Childhood Exceptionalities	Standard	TCC	11
	Family Child Care Specialist	Standard	TCC	16
	Infant Toddler Specialist	Standard	TCC	16
	Program Administration	Standard	TCC	9
	School Age and Youth Care	Standard	TCC	20
	Arts Integration	Standard	TCC	16
	Early Childhood Care & Education	Standard	Diploma	49
	Early Childhood Care & Education	Standard	Degree	67
	<b>Electrical Construction</b>			
	Basic Electrical Technician	Standard	TCC	14
	Photovoltaic Systems Technician	Standard	TCC	14
	Electrical Motor Controls & PLC Technician	Standard	TCC	20
	Commercial Wiring Technician	Standard	TCC	19
	Residential Wiring Technician	Standard	TCC	16
	Industrial Wiring Technician	Standard	TCC	20
	Electrical Contracting Technician	Standard	TCC	25
	Electrical Construction & Maintenance Technician	Standard	TCC	30
	Industrial Electrician Technician	Standard	TCC	34
	Electrical Systems Technology	Standard	Diploma	42
	Electrical Systems Technology	Standard	Degree	66

	<b>Electronics &amp; Telecommunications</b>			
	Basic Electronics Skills	Standard	TCC	10
	Analog Electronics Technician	Standard	TCC	12
	Electronics Technician	Standard	TCC	10
	Mobile Electronics Technician	Standard	TCC	10
	Electronics Technology Diploma	Standard	Diploma	43
	Electronics Technology Degree (includes 6 specializations)	Standard	Degree	63-64
	<b>Health Information Management</b>			
	Health Information Technician	Standard	TCC	13-15
	Health Information Coding	Standard	Diploma	42
	Health Information Management Technology	Standard	Degree	61
	Revenue Cycle Specialist (Post Degree)	Standard	TCC	17
	Data Analytics Specialist (Post Degree)	Standard	TCC	16
	<b>HVAC</b>			
	Air Conditioning Technician Assistant	Standard	TCC	9
	Air Conditioning Electrical Technician	Standard	TCC	14
	Air Conditioning System Preventive Maintenance Technician	Standard	TCC	11
	Heating & Air Installation Assistant	Standard	TCC	13
	Air Conditioning Repair Specialist	Standard	TCC	22
	Light Commercial Air Conditioning	Standard	TCC	9
	Advanced Commercial Refrigeration	Standard	TCC	9
	Air Conditioning Technology	Standard	Diploma	52
	Air Conditioning Technology	Standard	Degree	67
	<b>Industrial Systems</b>			

	Industrial Electrician Assistant	Standard	TCC	9
	Industrial Motor Controls Technician	Standard	TCC	9
	Industrial Mechanic	Standard	TCC	12
	Basic Industrial PLC Technician	Standard	TCC	10
	Industrial Systems Technology	Standard	Diploma	42
	Industrial Systems Technology	Standard	Degree	67
	<b>Welding &amp; Joining</b>			
	Shielded Metal Arc Welder	Standard	TCC	14
	Intermediate Welder	Standard	TCC	20
	Advanced Welder	Standard	TCC	15
	Flux Cored Arc Welder	Standard	TCC	14
	Gas Metal Arc Welder	Standard	TCC	14
	Gas Tungsten Arc Welder	Standard	TCC	14
	Advanced Shielded Metal Arc Welder	Standard	TCC	15
	Welding & Joining Technology	Standard	Degree	47

### Approval for Program Standards and Revisions

Major Code	Program Name	Program Development	Award Level	Credit Hours
AIG3	AS in General Studies	West Georgia	Degree	62
AU21	Aircraft Upholstery and Trim	Savannah	TCC	10
CC61	Call Center Insurance Marketing Representative	Gwinnett	TCC	17
PE11	Pediatric Echocardiography	Georgia Northwestern	TCC	9
PT51	Pharmacy Technology	Lanier	TCC	15

That concluded the committee report.



- **Adult Education**

**Shirley Smith for Ben Copeland**

Ms. Shirley Smith gave the committee report in Mr. Ben Copeland's absents.

The Federal monitoring corrective action regarding the 2017 Grant Award notification has been closed out. No further follow-up is needed. The integrated Education and Training (IET) trainings were held in August with approximately 100 participants. The Get Georgia Read Summit will be held on September 26<sup>th</sup> and 27<sup>th</sup> if anyone is able to attend.

The office of Adult Education has recently completed research to better understand how to effectively market adult education classes and programs. The research was comprised of focus groups, interviews, and surveys. Over one thousand people participated in the survey. The research will be used to design new marketing and outreach for adult education programs.

Save the Date for the SETA Conference- September 8<sup>th</sup>-11<sup>th</sup> and the WorkSource Georgia Academy Annual Conference November 12<sup>th</sup>-14<sup>th</sup>.

**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. For the month of August Quick Start had 5 prospects for 770 potential new jobs and 3 announcements for 474 new jobs coming to Georgia.

Quick Start activities during August included the grand opening with the Governor of Check Mate in Thomasville. Georgia Automotive Manufacturers Association held their annual meeting at the Georgia Kia Training Center with over 90 members attending.





TCSG sponsored the Corky Kell Classic, August 22-24. The events were held at Rome's Barron Stadium, Coolray Field, and Mercedes Benz Stadium. Mark Peevy represented TCSG in the halftime interview during the Colquitt County- North Gwinnett game Saturday afternoon.

There was a full page ad in Georgia Contractor's *Building Your Future in Engineering* issue along with a letter from Commissioner Arthur. TCSG also had an ad in *Georgia Trend* Magazine's Higher Education Directory. West Georgia Technical College hosted our OPB analyst. They also hosted the Lt. Governor at the THINC Academy in Lagrange and is planning a visit to the VECTOR center in September. The Governor's Office Staff, the House and Senate Budget office staff will also be visiting the VECTOR Center.

The House Rural Development Committee met at one of Chattahoochee Technical College. The Commissioner will be speaking to the committee at their next meeting to be held in Moultrie.

On September 20, there will be a ribbon cutting at the new Dalton Campus of Georgia Northwestern Technical College.

Economic Development will be a sponsor at the Ag Expo in Moultrie. The mobile welding lab will be on display there. There will be a welding video shot at Lanier Technical College using one of the mobile welding labs. Economic Development is working with Southern Crescent in setting up a mobile industrial maintenance lab which will be used statewide.

**That concluded the committee report.**

- **Facilities and Real Estate**

**Chunk Newman**

- I. **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. Trey Sheppard and passed unanimous approval by the State Board.



**A. Georgia Piedmont Tech - \$289,913.00 with Roof Management Inc.**

**DISCUSSION:** Georgia Piedmont Technical College requests approval on the execution of a construction contract for "Building B Roof & Skylight Renovation" on the Covington-Newton Campus of Georgia Piedmont Technical College, with Roof Management Inc., Norcross, GA in the amount of \$289,913.00, using local funds.

**B. Gwinnett Tech - \$434,250.00 with Tera Systems, LLC**

**DISCUSSION:** Gwinnett Technical College requests approval on the execution of a construction contract for "Building 200 & 300 Roof Recover" on the Main Campus of Gwinnett Technical College, with Tera Systems, LLC, Lawrenceville, GA in the amount of \$434,250.00, using local funds.

**C. Southern Regional Tech - \$299,731.91 with J.J. Morley Enterprises, Inc.**

**DISCUSSION:** Southern Regional Technical College requests approval on the execution of a construction contract for "Outdoor Rotunda Renovation" on the Veterans Parkway Campus of Southern Regional Technical College, with J.J. Morley Enterprises, Inc., Alpharetta, GA in the amount of \$299,731.91, using local funds.

• **Governance, Compliance and Audit**

**Joe Yarbrough**

**I. Approval of Mutual Aid Agreement**

**MOTION:** Motion was made by Mr. Joe Yarbrough to approve the proposed Mutual Aid Agreement as follows: Savannah and Hinesville Police Department. The motion was seconded by Mr. Carvel Lewis and passed unanimous approval by the State Board.

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

**II. Local Board Member Approval**



**MOTION:** 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. Tommy David and passed unanimous approval by the State Board.

During the committee Jen Ziifle provided the quarterly safely briefing. Several colleges' commercial trucks and CTD instructors were called upon by GEMA to deliver supplies in response to Hurricane Dorian.

TCSG is working with college to involve all areas of the college in Clery compliance efforts.

Annual college security reports were submitted to TCSG in August for review and will be published in October.

**That concluded the committee report.**

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

**Phil Sutton for Tim Williams**

### **I. Approval of AFY2020 and FY2021 Budget Submissions**

**MOTION:** The motion was made by Mr. Phil Sutton for the State Board to approve the TCSG budget submissions for Amended Fiscal Year 2020 and for Fiscal Year 2021 as recommended by the Commissioner. The motion was seconded by Mr. Joe Yarbrough and passed unanimous approval by the State Board.

**DISCUSSION:** As set forth by the Commissioner in the report to the Operations, Finance and Planning Committee, the recommended budget submissions for AFY2020 and for FY2021 respond to the instructions received from the Governor's Office of Planning & Budget (OPB).

Mr. Phil Sutton also added his thanks to the Commissioner and System office team for really working hard to not affect the colleges. When the economy is tough that is when our colleges get busy.

### **II. Expenditure Requests**

**MOTION:** The motion was made by Mr. Phil Sutton 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 Mr. Tommy David and passed unanimous approval by the State Board.



1. **Albany Technical College** – Managed Services Agreement with Xerox Corp for FY20 to provide the lease of document/publishing equipment and 2 Xerox production operators for Campus Print Center; cost \$338,566.00. **Local & federal funds are available for this expenditure.**

**DISCUSSION:** This lease is for a renewal of services that runs in conjunction with Xerox copier equipment for the Campus Print Center and the fleet of copiers across various departments on campus. ATC established a Print Center 20 years ago to help reduce operating costs in equipment rentals. The Print Center reduces outside printing costs by 60% and frees faculty/staff from hours in front of copiers. The lease of this equipment will also benefit students in the Printing-Graphics & Visual Communications programs that include "Xerox Certified School to Career" course curriculum. These students gain a thorough understanding of the complete workflow involved in designing a print piece, setting up production, and seeing the final printed piece. This is the 2nd year of a 48 month renewable annual lease.

2. **Augusta Technical College** – Assorted Sim human medical patient simulators, program laptops/software, trainer kits, accessories, and on-site training from Laerdal Medical Corp for nursing programs; cost \$199,585.00. **Federal grant funds are available for this expenditure.**

**DISCUSSION:** Replacement patient simulators/ medical equipment are need in the simulation lab which is essential to the entire nursing program. The lab serves as the most realist form of human encounter a nursing student can have without actually interacting with a human being. Within the simulation lab, the nursing student is able to utilize the equipment so that once they enter the clinical setting they are able to put the skills/knowledge gained from the lab to use.

3. **Chattahoochee Technical College** – RN ATI Essentials Package from ATI Nursing Education for 53 nursing students at the Paulding campus; cost \$129,850.00. **Local funds are available for this expenditure.**

**DISCUSSION:** The ATI learning package is used with the curriculum to assist/prepare nursing students to pass the national nursing licensure exam. The product contains learning modules, quizzes, test, skills information, and case studies. Faculty utilize these products to assist in teaching/evaluating students. The product also includes the ATI Live Review and ATI Capstone that students participate in every year prior to graduation to prepare them for the NCLEX-RN.

4. **Chattahoochee Technical College** – Furniture from OFS, Inc. (\$378,049) and Krueger International (\$352,835) for new Health Science building at Marietta



campus for classrooms, laboratories, offices and meeting spaces; total cost \$730,884.00. **Bond funds are available for this expenditure.**

**DISCUSSION:** Furniture is needed for classrooms, laboratories, offices and meeting spaces in the new Health Sciences building located on the Marietta campus. The new facility will allow the college to offer 6 health sciences programs under the same roof along with prerequisite courses for those programs. The new building will include technology-enhanced active learning classrooms in subjects such as dedicated physics, chemistry, biology and physiology labs that will prepare students to land jobs in fields with growing demand. Programs housed in the new facility include Licensed Practical Nursing, Medical Assisting, Certified Nursing Assistant, Clinical Laboratory Technology, Patient Care Technician, and Dental Assisting.

5. **Gwinnett Technical College** – Equipment lease/maintenance agreement for FY20 with Canon USA to cover the lease/maintenance and copy overage charges associated with the entire fleet of multifunction copier/printers at the Lawrenceville & Alpharetta campuses; cost \$281,892.00. **Local funds are available for this expenditure.**

**DISCUSSION:** This is a new agreement for FY20 with Canon USA to cover the lease/maintenance and copy overage charges associated with the entire fleet of multifunction copiers/printers at the Lawrenceville & Alpharetta campus locations. This is the first year of a 4 year renewable annual contract.

6. **Oconee Fall Line Technical College** – Renewal of annual contract for FY20 with Parker Fibernet for Ethernet connectivity services between the Dublin & Sandersville campuses; cost \$150,000.00. **State funds are available for this expenditure.**

**DISCUSSION:** The college is seeking to renew their annual contract with Parker Fibernet for FY2020 to provide connectivity between the Dublin and Sandersville campus locations by way of 56 Marietta (TCSG rack). This option was the most effective way to provide connectivity between campuses for the merged college. This is the last renewal of a 4 year renewable annual contract.

7. **Savannah Technical College** – EAB Navigate Student Success Management System from EAB Global Inc. to grow enrollment, improve retention & credential completion, and place graduates in field employment; cost \$142,200.00. **Federal grant funds are available for this expenditure.**



**DISCUSSION:** STC is seeking a data-driven, integrated solution that will enable the college to increase enrollment, improve student retention thru improved advisement, and increase career services and job placement. EAB offers an integrated collection of services/solutions that function holistically to address the student outcomes of the college. It is anticipated that purchasing the EAB Navigate collection of services will improve the student application conversion rate, student advisement, program identification thru alignment with career goals, and process improvement/efficiency thru data analysis.

8. **Southern Regional Technical College** – Audio/visual equipment from Southern Computer Warehouse for Kirbo Center at Bainbridge campus; cost \$274,859.00. **Local funds are available for this expenditure.**

**DISCUSSION:** A complete turnkey replacement of audio/visual equipment is needed in the Kirbo Center located at the Bainbridge campus. The Kirbo Center is used almost constantly by various groups on campus as well as local K-12 school systems and the general public. This is all replacement equipment and has been designed to optimize the room layout. Equipment includes 8 new speakers, 1 sound board, 10 microphones, 1 projector, management computer, 12 LED light sources, and supporting interconnections/cables.

- **Executive Committee**

**Chair Anne Kaiser**

Madam Chair Kaiser thanked the committee's and the Commissioner for the reports. She said the Executive Committee had an informative meeting today. We heard about the budget updates and the enrollment numbers.

Linda Osborne-Smith and Courtney Ware will be hosting a leadership academy for new Presidents and leaders from the colleges. It will take place after the President Council meeting in Macon, GA. They will cover a lot of information, but Commissioner Arthur believes that it will be beneficial to those participating as well as our students.

- I. **Recognition of the 2019 EAGLE award winner**

**Motion to honor the 2019 Exceptional Adult Georgian in Literacy Education (EAGLE), winner Ms. Simonne Crane.**

**MOTION:** Motion was made by Madam Chair Kaiser that the State Board of the Technical College System of Georgia honor Ms. Simonne Crane's accomplishments as the State EAGLE Winner through a resolution commending her for exceptional achievement and outstanding efforts. Such



resolution will be given to Ms. Crane by this Board at the November meeting. The motion was seconded by Dr. Lynn Cornett and passed approval by the State Board unanimously.

**II. Recognition of the 2019 GOAL winner**

**Motion to honor the 2019 Georgia Occupational Award of Leadership (GOAL), winner Ms. Heather Williamson.**

**MOTION:** Motion was made by Madam Chair Kaiser that the State Board of the Technical College System of Georgia honor Mrs. Heather Williamson's accomplishments as the State GOAL Winner through a resolution commending her for academic achievement and outstanding efforts. Such resolution will be given to Mrs. Williamson by this Board at the November meeting. The motion was seconded by Ms. Shirley Smith and passed approval by the State Board unanimously.

**III. Recognition of the 2019 Rick Perkins award winner**

**Motion to honor the 2019 Rick Perkins Award winner, Mr. Leyner Argueta**

**MOTION:** Motion was made Madam Chair Kaiser that the State Board of the Technical College System of Georgia honor Mr. Leyner Argueta's accomplishments as the State Rick Perkins Award Winner through a resolution commending his efforts. Such resolution will be given to Mr. Argueta's by this Board at the November meeting. The motion was seconded by Mr. Joe Yarbrough and passed approval by the State Board unanimously.

Madam Chair Kaiser was happy to present to the board the 2019 Nominating Committee. At the November meeting the State Board will be voting on a new Chair and Vice-Chair for the 2020-2021 term. The Nominating Committee will be comprised of five State Board Members that will meeting during the October State Board meeting and then will bring the nomination to the November State Board meeting.

The following member will serve on the 2019 Nominating Committee

- Ben Copeland- Chair
- Buzz Law
- Joe Yarbrough
- Mary Flanders
- Carvel Lewis





Madam Chair then reminded the board of upcoming Board meetings and dates.

The next State Board meeting will be on October 2<sup>nd</sup> and 3<sup>rd</sup>. the meeting will be held at Oconee Fall Line Technical College, Dublin Campus. The Committee meetings will take place on October 2<sup>nd</sup> followed by a dinner hosted by OFTC. October 3<sup>rd</sup> will be the General Session and Committee of the Whole, followed by a campus tour.

October 29<sup>th</sup> State Board Meeting will be in Savannah. It will be held in conjunction with the TCSG Leadership Conference. The Committee meetings, General Session, Committee of the Whole will be on October 29<sup>th</sup>, but there will be events the board is invited to attend on October 28<sup>th</sup>, including the State Board Dinner.

December 5<sup>th</sup> we will have the State Board meeting at the System Office, but we will have dinner the night before for anyone that can join us.

That concluded the committee report

## **VII. OTHER BUSINESS**

**Chair Anne Kaiser**

The next TCSG State Board meeting will be October 2<sup>nd</sup> and 3<sup>rd</sup> at Oconee Fall Line Technical College, Dublin Campus. The committee meetings will take place on October 2<sup>nd</sup>. October 3<sup>rd</sup> will be the General Session and Committee of the Whole, followed by a campus tour.

## **VIII. ADJOURN**

**Chair Anne Kaiser**

### **I. Motion to Adjourn**

**MOTION:** The motion was made by Mr. Chunk Newman to adjourn the September 5, 2019 State Board meeting of the Technical College System of Georgia at 12:05 p.m. The motion was seconded by Mr. Joe Yarbrough and passed approval by the State Board unanimously.