



STATE BOARD GENERAL SESSION

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

Approved Minutes

Thursday, February 6, 2020

11:15 a.m.- 12:04 p.m.

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

Absent: Shan Cooper, Baoky Vu, Buzz Law, Randall Fox, Artesius Miller

I. **WELCOME AND CALL TO ORDER**

Chairman Doug Carter

Chairman Doug Cater called the February 6, 2020 State Board meeting of the Technical College System of Georgia (TCSG) to order at 11:16 am. He 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**

Chairman Doug Carter

Chairman Carter's first order of business was to call for a motion to approve the minutes from the January 15, 2020 State Board meeting. Motion was made by Mr. Carvel Lewis, was seconded by Mr. Trey Sheppard. The minutes were unanimously approved by the Board.

The Chairman then called upon Commissioner Dozier for his comments.

III. **COMMISSIONER'S COMMENTS**

Commissioner Greg Dozier

Commissioner Dozier began by thanking everyone for their support. The Commissioner stated that he is proud to announce that Ms. Laura Boalch has accepted the position of Chief of Staff, and proud to introduce Mr. Josh McKoon as TCSG's new General



Council whom he welcomed. Commissioner Dozier is assured that both Ms. Boalch, and Mr. McKoon will do an amazing job in their new roles.

Commissioner Dozier reiterated to the Board he would like for them to share items of interest they would like him to discuss at Board meetings. Please contact Brad Sims or Collier Collier with your suggestions.

It has been a great month for Commissioner Dozier, and he wanted to share some of those highlights. A lot has been accomplished as a team. He has been able to get a feel for the true foundation to lead the organization. The budget process is moving along. He met with Chairman's and others at the Capitol who welcomed TCSG. Commissioner Dozier noted that many individuals within the Capitol appreciate who we are and what we do, and this is due to the commitment shown by the Presidents and staff.

Commissioner Dozier had the opportunity to visit Lanier Technical College's new facility. He expressed his awe over the level of training that is being done, the tools of the trade being used, and the high level of expertise within the classroom. He noted the communities have responded well due to the level of skill being taught at our colleges.

QuickStart has again been chosen as the #1 program of its kind in the nation. Commissioner Dozier will meet with Pat Wilson, with the Department of Economic Development, to explore ways in which that department can help with our needs.

The Commissioner was involved in his first Presidents' Council. He said it was a great meeting, and enjoyed being able to get to know the presidents more during their luncheon, which he used as a round-table, open floor medium for them to explore concerns and issues. One concern stemming from that meeting was in regards to program changes previously adopted by the Board which were then forwarded to SACSCOC. With support of the presidents and the State Board Chair, SACS has been asked to put this request on hold until further notice. Once these programs are reviewed more thoroughly, the revisions will be brought back to the State Board for approval.

Commissioner Dozier expressed how rewarding it was to be a part of the recognition conveyed upon our instructions and the EAGLE, GOAL, and Rick Perkins awardees for their achievements. EAGLE winner, Simone Crane from West Georgia Technical College; GOAL winner, Heather Williamson from Central Georgia Technical College, and Rick Perkins winner, Leyner Argueta from Georgia Northwestern Technical College



gave speeches to both the Senate and House Chambers, and all did a phenomenal job representing our System, their respective colleges, and themselves.

Yesterday, there was an event at Atlanta Technical College for the naming of the Henry Lewis "Hank" Aaron Academic Complex. Commissioner Dozier expressed his wish that everyone could have attended, and stated that this is an example of how this agency changes the lives of people living within the communities. Mr. Aaron has dedicated his life to his community and Atlanta Technical College for over thirty years.

Commissioner Dozier has upcoming meetings with the German American Chamber, the Small Business Symposium in Dublin, Kia, and Chris Clark with the Georgia Chamber of Commerce.

Commissioner Dozier spoke of how proud he is of the openness between this organization and our community partners, and knows it will only continue to strengthen. Dave Bernd, VP of Economic Development of Covington/Newton Counties, gave a great presentation during Presidents' Council, reflecting the work that Georgia Piedmont has done within its business communities. We are all proud of the great work that has been done at Georgia Piedmont. The Commissioner noted a related article was published in the Atlanta Journal Constitution, and stated that he is proud of where we are and where we are headed. He further noted that Mr. Bernd has published Georgia Piedmont's accomplishments on social media platforms. Commissioner Dozier further stated that Georgia Piedmont has found trust and belief within its community partners, and other colleges have this same relationship with their community partners as well.

Commissioner Dozier stated that a press release will soon come regarding our first efforts in the area of cloud computing.

Chairman Carter thanked the Commissioner for his great report. The Chairman then congratulated Ms. Laura Boalch on her new role as Chief of Staff.

Chairman Carter 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: The motion was made by Dr. Lynn Cornett that the college request listed below to offer the AS degree program be approved effective the semester specified for each request. Any fiscal requirements to begin this program must be approved through the standard budget approval process. The motion was seconded by Mr. Ben Copeland and passed unanimous approval by the State Board

DISCUSSION:

Gwinnett Technical College - Degree program in Associate of Science in General Business, AD73, 61 Credit Hours, effective May 2020. The Associate of Science in General Business degree program will provide an introductory foundation to core aspects of the business environment while preparing students for continued study in the field of business. This program will allow Gwinnett Technical College to offer a 2+2 option with neighboring Georgia Gwinnett College by providing seamless transfer of credits for students who want to pursue a Bachelor of Business Administration degree. This will also allow Gwinnett Tech to clearly articulate to entering students a pathway for them to earn their baccalaureate degree in business. For graduates who do not choose to pursue additional educational opportunities, this degree will prepare them for entry-level positions in the broad career field of business. Currently, no similar pathway exists in Gwinnett County, which has a population of over 925,000 residents. The college already employs faculty credentialed to teach the courses in this program; therefore, additional costs are aligned with adjunct faculty required to meet the demand of additional enrollment. The college conservatively estimates a year one enrollment of 165 students growing up to 530 by year three. With proper marketing and promotion, these numbers could be outpaced.

Enrollment Projections:

Day Students Year 1: 125 Year 2: 250 Year 3: 400

Evening Students Year 1: 40 Year 2: 70 Year 3: 130

II. **Motion (Approval of TCC):**

MOTION: The motion was made by Dr. Lynn Cornett that the college request listed below to offer the TCC program 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 unanimous approval by the State Board.

DISCUSSION:

Georgia Northwestern Technical College - TCC program in Intermediate Law Enforcement, IL11, 12 Credit Hours, effective May 2020.

Georgia Northwestern Technical College would like to offer the Intermediate Law Enforcement TCC program as a way to equip graduates with the tools necessary to successfully advance in the law enforcement field. According to federal labor projections, employment in the field is expected to grow by 7% through 2026. The Intermediate Law Enforcement TCC program will foster the skills, knowledge, and attitudes required for advancement in this growing field. No other colleges in or adjacent to our service area offer this program. As institutionally developed, the program meets State Board and general program standard requirements for programs at its award level. As an addition alongside the existing Basic Law Enforcement program, additional first year costs for are expected to be minimal with an anticipated \$500 for additional supplies. Enrollment for the first year is expected to be 15 students. Increasing to 25 in the third year.

Enrollment Projections:

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

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

III. **Program Terminations**

MOTION: The motion was made by Dr. Lynn Cornett to approve the program termination requests for February 2020. The motion was seconded by Mrs. Dinah Wayne and passed unanimous approval by the State Board

Termination of AAS Degrees, Diplomas and TCCs

Southern Regional Technical College

Surgical Technology program in Surgical Technology (ST12), effective May 2021.

Wiregrass Georgia Technical College

Degree program in Hotel/Restaurant/Tourism Management (HM13), effective March 2020.



Diploma program in Hotel/Restaurant/Tourism Management (HM12), effective March 2020.

Diploma program in Marketing Management (MM12), effective March 2020.

Diploma program in Firefighter Diploma (FD12), effective March 2020.

Diploma program in Surgical Technology (ST12), effective March 2020.

Diploma program in Firefighter/EMSP (FI12), effective March 2020.

Degree program in Marketing Management (MM13), effective March 2020.

Diploma program in EMS Professions (EP12), effective March 2020.

Columbus Technical College

TCC program in Culinary Nutrition Manager (CNG1), effective May 2020.

TCC program in Baking and Pastry Specialist (BA51), effective May 2020.

TCC program in Medical Skin Care Specialist (MS61), effective May 2020

Lanier Technical College

TCC program in Bilingual Customer Service Specialist (BC11), effective March 2020.

Southern Crescent Technical College

TCC program in Design and Media Production Specialist (DAM1), effective May 2020.

TCC program in Graphic Design & Prepress Technician (GD21), effective May 2020.

IV. Approval for Program Standards and Revisions

MOTION: The Motion was made by Dr. Lynn Cornett to approve program standards and revisions for February 2020. The motion was seconded by Mrs. Shirley Smith and passed unanimous approval by the State Board

Major Code	Program Name	Program Development	Award Level	Credit Hours
HI12	Health Information Coding	Standard	Diploma	42
AC73	A.S. General Studies	North Georgia	Degree	60
BF71	Basic Entrepreneurial Skills	Southern Crescent	TCC	12

IL11	Intermediate Law Enforcement	Georgia Northwestern	TCC	12
MH71	Medical Administrative Assistant	Lanier	TCC	24
LM21	Logistics Management Specialist	Standard	TCC	18
NU63	Nursing	Atlanta	Degree	69
AD73	A.S. Degree in General Business	Gwinnett	Degree	61

• **Adult Education**

Ben Copeland

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

Office of Adult Education Updates –

- The Office of Adult Education launched the Competitive Request for Applications.
- One Sub-grantee has been terminated.
- Career Plus HSE has launched.
- The Professional Development has an overall satisfaction rating of 91% with field staff.
- The EAGLE/Spring Conference will be held March 9-11, 2020 at the Renaissance Atlanta Waverly Hotel and Convention Center. You are all invited to attend.

Workforce Development –

Unified State Plan

- Since the New Year, the OWD team has been busy updating Georgia's Unified State Plan.
- This living document is designed to outline our data-driven goals, strategies and framework for utilizing WIOA funds to grow a strong workforce in Georgia.



- This plan better aligns statewide efforts by bridging together federal, state and local resources to meet the workforce needs of our business community.
- As required by federal law, a draft of the proposed Unified State Plan is now available online for a 30 days' review and comment period.
- Following that comment period, the plan will be sent to the U.S. Department of Labor for review.
- You can view Georgia's Unified State Plan from this and previous years on our website at TCSG.edu/WorkSource.

Monitoring Update

Our team has been traveling the state as part of our mandatory monitoring process. We are wrapping up PY18 monitoring with 14 of our 19 Local Workforce Development Areas completed (only 5 left)!

We have improved our process this year by implementing shorter on-site visits and adding a virtual component that will help reduce travel and extra staff time across the board.

Once the monitoring process is complete, the team will develop a PY18 Monitoring report to ensure that we are continuing to exhibit the best and most effective practices for delivering services in each region.

That concluded the committee report.

• External Affairs and Economic Development

Trey Sheppard

Mr. Trey Sheppard reported that the committee had a great meeting. He gave the board a brief update on the discussions that occurred during the meeting.

Quick Start:

- For the month of December 2019 and January 2020 there were 9 prospects for a total of 2,553 potential new jobs and 9 announcements for 1,845 new jobs.
- Taurus Grand Opening was held on December 5, 2019.
- Savannah Leadership visited the Georgia Quick Start Advanced Manufacturing Center. There were approximately 50 people.
- Commissioner Dozier visited the Quick Start office for a briefing and tour.
- Korean Southeast Group's Annual Dinner was held at the KIA Georgia Training Center. There were approximately 200 people.



PR/Marketing:

- Assisting Adult Education with its rebrand from Adult Ed to "Georgia Opportunities." Launching a statewide digital strategy this week that will last through mid-March. A larger rollout will take place starting in June.
- Working with Economic Development to assist Georgia Northwestern Technical College, Augusta Technical College, and Southern Regional Technical College with local digital strategies targeting business and industry prospects in their local service delivery areas.
- Mark and Aaron visited Ogeechee Technical College last week and provided crisis communication and digital marketing training to the Communications team.
- The Communication team is preparing for the upcoming GOAL/RPA regional competitions. The first region is the Southern Region, on February 20, 2020 at Southern Regional Technical College in Tifton.
- TCSG ran print ads in the Atlanta Business Chronicle's Book of Lists and its 2020 Education Guide.

Legislative:

- February 5, 2020 was legislative day 12. The legislature approved a new adjournment resolution to reconvene on February 18, 2020. They will take the next week to hold budget hearings. Likely, the House Higher Education Appropriations Committee will meet on Tuesday afternoon. Commissioner Dozier has presented to the committee as well as the Joint Appropriations Committee.
- HB 444 (Dual Enrollment Bill) passed the Senate last Tuesday. It awaits an agreement from the House.
- The Monday, Heather Williamson (GOAL winner from Central Georgia Technical College), Simmone Crane (EAGLE winner from West Georgia Technical College) and Leyner Argueta (Rick Perkins winner from Georgia Northwestern Technical College) were all recognized for their accomplishments in both the House and the Senate. They were able to make brief remarks and were extremely well received.

Foundation:

- OPB has recommended state agency foundations be self-sustaining. That is reflected in the FY21 budget. This would not go into effect until July 1, 2020 and TCSG leadership is devising a plan to move forward with this model.
- The TCSG Foundation received \$75K in December from the Georgia Power Foundation for the Last Mile Fund as a partner in the Mobile Welding Lab sponsorship program. We are hopeful this will help open other doors for sponsors with the labs.



- We had a great first committee meeting with staff of TCSG to begin planning for the 2020 Employee Giving Campaign. Last year we saw a 22% increase in participation. For a total of 66% staff giving to the TCSG Foundation. We are aiming for 65% and a total of \$25K this year.

Economic Development:

- Georgia Power has a two-year commitment to have their logo on each of the welding trailers with room for three more on each unit.
- Student Management/Sales Cloud- ORACLE Testing continues at Central Georgia Technical College. CGTC Template will be standard model for all college implementations.
- Implementation for all 22 colleges is still on target for June 30, 2020.
- The welding video is complete with individual college logos and contract information for each of the 22 colleges.
- The industrial maintenance video is still in production and once completed the college logos and contact information will be added for each college.

That concluded the committee 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 Mrs. Anne Kaiser and passed unanimous approval by the State Board.

- A. **Augusta Tech** – 0.25 AC Easement to Hale Foundation, Inc.

DISCUSSION: Augusta Technical College requests approval on the granting of a revocable license and a non-exclusive easement to the Hale Foundation, Inc., over approximately 0.25 acres on the Augusta Campus of Augusta Technical College, for the driveway to serve the Medical/ Substance Abuse Treatment Center exclusively for First Responders, subject to the rezoning approval by the City of Augusta.

- B. **Augusta Tech** – Rental of 11,025 SF from the Board of Regents

DISCUSSION: Augusta Technical College requests approval on the



execution of Lease Agreement #9172 with the Board of Regents of the University System of Georgia, covering 11,025 square feet of classroom and office spaces located at 100 Grace Hopper Lane, Augusta, GA, at the rental rate of \$10.00 per annum, with an option to renew for 9 consecutive one year periods with no rent escalation.

c. Central Georgia Tech – LOI for 6,996 SF from Monroe County School District

DISCUSSION: Central Georgia Technical College requests approval on the execution of Letter of Intent #7865 with the Monroe County School District, covering 6,996 square feet of classroom and office spaces located at 433 Highway 41 South, Forsyth, GA, at the rental rate of \$14,634.00 per annum, with an option to renew for 5 consecutive one year periods with no rent escalation.

D. Central Georgia Tech – LOI for 29,170 SF from Bibb County School District

DISCUSSION: Central Georgia Technical College requests approval on the execution of Letter of Intent #8724 with the Bibb County School District, covering 29,170 square feet of classroom and office spaces located at 1780 Anthony Road, Macon, GA, at the rental rate of \$10.00 per annum, with an option to renew for 7 consecutive one year periods with no rent escalation.

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 and passed unanimous approval by the State Board.

A. Gwinnett Tech - \$598,733.94 with JOC Construction, LLC

DISCUSSION: Gwinnett Technical College requests approval on the execution of a construction contract for "Renovation for Automated Manufacturing" on the Main Campus of Gwinnett Technical College, with JOC Construction, LLC, Chamblee, GA in the amount of \$598,733.94, using local funds.

That concluded the committee report.

• **Governance, Compliance and Audit**

Joe Yarbrough



I. Mutual Aid Agreement

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

- Georgia Northwestern Technical College and Calhoun Police Department
- Georgia Northwestern Technical College and City of Dalton Police Department
- Georgia Northwestern Technical College and Ringgold Police Department
- Georgia Northwestern Technical College and Tunnel Hill Police Department
- Savannah Technical College and Rincon Police Department

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.

The motion was seconded by Mr. Carvel Lewis and passed unanimous approval by the State Board

II. 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. Tommy David and passed unanimous approval by the State Board

Mr. Joe Yarbrough reported that Albany, West Georgia, Oconee, Columbus, and Wiregrass have recently gone through the audit process, and was pleased to announce that three out of the five colleges audited had zero findings reported. Mr. Joe Yarbrough expressed how proud he was with the efforts that have gone into implementing and strengthening the processes and other measures to ensure that these audits continue to improve.

That concluded the committee's report.

• Operations, Finance, and Planning

Tim Williams

I. Expenditure Requests

MOTION: The motion was made by Mr. Tim Williams for the State Board to authorize the Commissioner to purchase the designated items or execute the requested contracts for the technical colleges listed below at a cost not to exceed the



amounts stated. The motion was seconded by Dr. Lynn Cornett and passed unanimous approval by the State Board.

- 1-2. Coastal Pines Technical College** – Furniture from OFS Brands, Inc. (\$645,126), and Ditto Sales/Versteel (\$377,638) for new Camden County campus located in Kingsland, Georgia; total cost \$1,022,764.00. ***FFE bond funds are available for these expenditures.***

DISCUSSION: Furniture is needed for the new Camden County campus located in Kingsland, Georgia. Furniture includes Versteel classroom tables/study carrels; seating & group study tables; office desks/chairs, classroom lecterns, file cabinets, tables & kiosks, benches, testing carrels, conference table/chairs, credenza and sofa with magazine table. Technology programs housed in the new campus include Business, Computer Information Systems, Criminal Justice, Drafting, Electronics, Engineering, Industrial Systems, Naval Maintenance Apprenticeship, Practical Nursing/Nurse Aide, and Welding & Joining. The new campus will also house Adult and General Education classrooms, a multipurpose classroom & lab, administrative offices, student services offices, a library and bookstore.

- 3. Savannah Technical College** – Annual contract with Mock Plumbing & Mechanical Inc. for HVAC repair/maintenance services across all campus locations; cost \$175,650.00. ***Local state funds are available for this expenditure.***

DISCUSSION: STC has requested to enter into a contract with Mock Plumbing & Mechanical for annual HVAC repair/maintenance services across all campuses. Having a contract with one company with firm fixed pricing in preventive maintenance, repair labor, emergency services and parts will help keep costs under control. This will be an open agency contract so the total annual cost amount submitted for approval is based on an estimated number of service hours and materials needed to maintain the college's HVAC systems. This is the initial year of this contract which includes four optional one-year renewals.

- 4. Southern Crescent Technical College** – One SimMan 3G Light Manikin and one SimJunior Light Manikin, plus accessories and LLEAP training software from Laerdal Medical Corp. for Practical Nursing and Associate of Science in Nursing programs; cost \$134,301.00. ***Local funds are available for this expenditure.***

DISCUSSION: A key part of nursing education is participating in clinical rotations with various healthcare facilities. Clinical learning is an invaluable opportunity



for nursing students to get hands-on experience with patients in the workplace. The funding of two simulation manikins will provide the college with the foundational equipment to implement a Georgia Board approved simulation lab. The lab will directly affect both the Practical Nursing and Associate of Science in Nursing programs by increasing the number of students accepted and producing a greater number of highly skilled nurse graduates in the community. Research has shown that simulation with these high fidelity manikins provides the students with opportunities for innovative learning experiences, fosters a richer understanding of didactic content and assists with developing clinical judgment. Simulation promotes active learning and participation to enhance students' critical thinking skills.

Mr. Tim Williams reported that Mr. Steven Ferguson presented the EMSI Economic Impact Study to the Committee, and then asked Mr. Ferguson to present the information to the full Board. Mr. Ferguson reviewed EMSI's study of the economic impact TCSG has had on the State, and will send the documents to the Board members.

That concluded the committee's report.

- **Executive Committee**

Chairman Doug Carter

Chairman Carter stated the Executive Committee meeting was very productive. Commissioner Dozier reiterated to the Committee members to let him if there are certain areas they would like to receive updates on. Chairman Carter said that he asked Commissioner Dozier to please let the Board know what he needed from the Board in order to be successful.

That concluded the committee's report.

VIII. OTHER BUSINESS

Chairman Doug Carter

Chairman Carter asked the Board to please complete and submit their Affidavit of Public Office if they had not already done so.

The next meeting will be March 11, 2020 in conjunction with EAGLE. The board has received a save the date and will receive an email in the next week with information about hotel rooms.



At each desk there is a save the date for the 2020 SKILLS USA event on March 13, 2020 at the Georgia World Congress Center at 7:30am. A reminder email will go out to the Board.

Chairman Carter thanked the Presidents for attending, and for their continued work and support.

That concluded the Chair's comments.

VIII. ADJOURN

Chairman Doug Carter

I. Motion to Adjourn

MOTION: The motion was made by Mr. Ben Copeland to adjourn the February 6, 2020 State Board Meeting of the Technical College System of Georgia at 12:04 p.m. The motion as seconded by Mr. Trey Sheppard. The Motion passed State Board approval unanimously. Meeting stood adjourned.