



STATE BOARD GENERAL SESSION

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|------------------------------------|----------------|
| Trey Sheppard, <i>Chair</i> | Buzz Law |
| Artesius Miller, <i>Vice Chair</i> | Carvel Lewis |
| Ben Bryant | Fran Millar |
| Doug Carter | Chunk Newman |
| Calder Clay | Shirley Smith |
| Lynn Cornett | Phil Sutton |
| Jay Cunningham | Baoky Vu |
| Tommy David | Daren C. Wayne |
| Mary Flanders | Tim Williams |
| Randall Fox | Lisa Winton |
| Mark Hennessy | Joe Yarbrough |
| Anne Kaiser | |

Approved Minutes

Thursday, September 1, 2022

11:26 a.m. -12:06 p.m.

System Office

1800 Century Place, 2nd Floor

Atlanta, Georgia 30345

MEETING NUMBER (ACCESS CODE): 2620 793 3865

MEETING PASSWORD: SeptSB2022!

JOIN THE MEETING BY WEBEX: [LINK](#)

JOIN BY PHONE: 1.408.418.9388

Absent: Calder Clay, Lynn Cornett, Jay Cunningham, Anne Kaiser, Buzz Law, Fran Millar,

I. WELCOME AND CALL TO ORDER

Chairman Trey Sheppard

Mr. Trey Sheppard, Chairman of the Technical College System of Georgia State Board, called the September 1, 2022 State Board Meeting of the Technical College System of Georgia to order at 11:26 a.m. at the date and location stated above. He began by welcoming everyone to the meeting. Chairman Sheppard thanked Commissioner Dozier for presenting the TCSG Strategic Plan for FY2022-FY2025. Each Board member received a printed copy of the Strategic Plan. He also presented the TCSG budget for the Amended Fiscal Year 2023 and the TCSG budget for Fiscal Year 2024. This presentation included the Capital Outlay projects for each College.

II. CHAIR'S COMMENTS

Chairman Trey Sheppard

Chairman Sheppard called for a motion to approve the minutes from the August 4, 2022 Board Meeting.

I. Approval of the Minutes

MOTION: Mrs. Lisa Winton made the Motion to approve the August 4, 2022 minutes. Mr. Doug Carter seconded the Motion. The Motion passed State Board approval unanimously. The August 4, 2022 Minutes were approved.

III. COMMISSIONER'S COMMENTS

Commissioner Gregory Dozier

Commissioner Dozier began by welcoming everyone to the meeting and thanking the Board for the opportunity to present the TCSG Strategic Plan for FY2022-FY2025, the TCSG budget for the Amended Fiscal Year 2023, and the TCSG budget for Fiscal Year 2024.



Commissioner Dozier thanked Mrs. Penni Haberly and Mr. Mark Peevy for their work on the budget. He also thanked Mr. Brendan Bowen for his assistance on the Capital Outlay portion of the budget. Commissioner Dozier recognized Dr. Beth Jones, Mr. Richard Young, and Mr. Steven Ferguson for developing the Strategic Plan.

The commissioner reviewed all college enrollment growth plans and noted that 13 of the 22 TCSG Colleges have increased their credit hour enrollment this fall. Commissioner Dozier thanked the College Presidents and their teams for working hard on their enrollment plans.

Earlier in August, Governor Kemp, several TCSG Board members, and TCSG staff were on hand to cut the ribbon of the new West Georgia Technical College campus in Carrollton.

Commissioner Dozier traveled to Wiregrass Georgia Technical College for a dedication ceremony renaming the Radiologic Technology program after long-term college supporters, Dr. Charles and Nancy Hobby. The dedication ceremony celebrated the many years of support by the Hobbys before a crowd of family, friends, co-workers from South Georgia Medical Center, and Wiregrass Radiologic Technology students, faculty, and staff.

Commissioner Dozier joined Dr. Ivan Allen, President of Central Georgia Technical College, and University System of Georgia Chancellor, Sonny Perdue at the Houston County College and Career Academy. They were able to tour part of the dual enrollment program and visit with our K-12 partners.

That concluded the Commissioner's report.

IV. COMMITTEE REPORTS

COMMITTEE CHAIRS

- **Academic Affairs**

Joe Yarbrough for Fran Miller

- I. **Academic Standards and Programs**

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

MOTION: Mr. Joe Yarbrough made the Motion that the college requests listed below to offer degrees, diplomas, and TCCs 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. Mr. Phil Sutton seconded the Motion. The Motion passed State Board approval unanimously.



Albany Technical College - TCC program in Camera Assistant, CA21, 19 Credit Hours, effective September 2022.

The CA21 Camera Assistant TCC is needed because according to the US Bureau of Labor Statistics, the overall employment of film and video editors and camera operators is projected to grow 29 percent from 2020 to 2030, much faster than the average for all occupations. About 8,600 openings for film and video editors and camera operators are projected each year, on average, over the decade. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire. With such a high demand for camera operators in the video and film industry, the need for camera assistants will also increase. The state of Georgia has the third-highest employment level of camera operators in television, video, and film (Us Bureau of Labor Statistics); as a result of this huge demand, camera assistants will also be in demand. The adoption of this TCC will equip students with the advanced skills necessary to excel in all aspects of media production. Additionally, no other college in the ATC service delivery area or adjacent to it offers this type of program. The program will follow the state standard, and it meets all State Board and general program standard requirements for programs at this award level. The costs of the program are associated with salaries for adjunct instructors and the purchase of additional equipment and the replacement of existing equipment that may be outdated.

Enrollment Projections:

Day Students Year 1: 25 Year 2: 25 Year 3: 50

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

Albany Technical College - TCC program in Electrical Engineering Technician, EE11, 21 Credit Hours, effective August 2023.

Albany Technical College wishes to offer multiple opportunities to students utilizing the Hope Career Grant. The Electrical Engineering Technician TCC is one of the programs that will provide traditional, dual enrolled, and dual achievement students the opportunity to receive engineering technology training. The EE11 Technical Certificate of Credit will be embedded and standalone in our EE13 Electrical and Computer Engineering Technology Degree. Adopting this program will not incur any additional costs for the college. Fifteen students are projected to be enrolled in the first year and 75 by the third year. The annual salary for a student trained as an Electrical Engineering Technician is \$64,330.00. The overall



employment of electrical and electronics engineers is projected to grow 2% by 2028.

Enrollment Projections:

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

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

Southern Regional Technical College - Degree program in Automotive Technology, AT23, 62 Credit Hours, effective September 2022.

Southern Regional Technical College is seeking approval for the Automotive Technology Degree. The degree in Automotive Technology is a state standard program. The college currently offers the Automotive Technology Diploma. The completion of the degree will provide a pathway for students to advance their education and skills and meet the requests from local automotive dealers. The employment of Automotive Technicians is projected to grow 4% over the next 10 years, which is the average for all occupations. Existing faculty and resources will be able to facilitate the new program.

Enrollment Projections:

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

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

Backup material for these requests will be available when the committee meets at the Board meeting or may be requested prior to the meeting from Steve Conway, Academic Affairs Director, Instructional Support Services.

II. **Program Terminations September 2022**

MOTION: Mr. Joe Yarbrough made the Motion to approve the program terminations request for September 2022. Mr. Doug Carter seconded the Motion. The Motion passed State Board approval unanimously.

Termination of Degrees, Diplomas, and TCCs

Chattahoochee Technical College

Degree program in Fire Science Technology (FS13), effective September 2022.

Degree program in Emerging Technologies (ET53), effective September 2022.

Degree program in A. S. - Culinary (ASC3), effective September 2022.

Degree program in Building Automation Systems Technology (BAS3), effective September 2022.



Degree program in Hotel/Restaurant/Tourism Management (HM13), effective September 2022.

Degree program in Broadcast Engineering Technology (BE13), effective September 2022.

III. Approval for Program Standards and Revisions

MOTION: Mr. Joe Yarbrough made the Motion to approve program standards and revisions for September 2022. Mr. Tommy David seconded the Motion. The Motion passed State Board approval unanimously.

| Major Code | Program Name | Program Development | Award Level | Credit Hours |
|------------|--------------------------|---------------------|-------------|--------------|
| RTT2 | Rapid Transit Technology | Gwinnett | Diploma | 53 |

IV. Motion to approve revisions to Policy 5.1.6 Structure of Associate Degree, Diploma and Technical Certificate of Credit Programs (Placed on the table at the August State Board Meeting)

MOTION: Mr. Joe Yarbrough made the Motion to approve the revisions to Policy 5.1.6 Structure of Associate Degree, Diploma and Technical Certificate of Credit Programs. Dr. Artesius Miller seconded the Motion. The Motion passed State Board approval unanimously.

POLICY: 5.1.6. (IV,H)

Structure of Associate Degree, Diploma, and Technical Certificate of Credit Programs, and Micro-credentials

Revised: September 1, 2022, October 29, 2014, September 6, 2012, May 5, 2011, March 4, 2010, May 3, 2007, September 7, 2006, May 7, 2001, September 5, 1996, January 7, 1993, July 2, 1992

Last Reviewed: October 23, 2020; September 6, 2019, September 6, 2019; October 17, 2018; October 30, 2017

Adopted: May 4, 1989



POLICY:



Encouraging students to achieve their potential in programs awarding credentials below the baccalaureate degree is fundamental to the mission of the State Board of the Technical College System of Georgia [TCSG]. The structure of associate degrees, diplomas, and technical certificates of credit programs, and micro-credentials offered at Georgia's technical colleges shall conform to standards set by the State Board and shall be subject to periodic program evaluation.

Individual technical colleges shall determine the appropriate credential required based on the needs of business and industry, as well as those of the students. Programs must conform to the standards outlined in this procedure as well as the processes for the submission, review, and approval of new program requests and those for the periodic review and evaluation of existing programs.

The technical colleges shall notify the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) of any type of changes including program structural changes in accordance with the Commission's substantive change policy and, when required, will seek approval prior to the initiation of changes.

RELATED AUTHORITY:

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

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

State Board Policy 5.1.2. General Program and Program Specific Standards

V. Student Affairs/College and Career Academy

Discussion:

The Dr. Joe Harless Georgia College and Career Academies certification process partners the TCSG and the GaDOE Charter Division in an accountability review of four standards:

- I. Governance and Leadership
- II. Strategic Planning and Sustainability
- III. Teaching and Assessing for Learning
- IV. Economic and Workforce Development

The Certification teams reviewed the CCA's listed below and found that they meet the applicable standards to be certified as Georgia College and Career Academies.

Motion (Approval of Georgia CERTIFIED College and Career Academies):



MOTION: Mr. Joe Yarbrough made the Motion that the college and career academies listed below be certified as Georgia College and Career Academies, in accordance with the Dr. Joe Harless Georgia College and Career Academies certification process. Mr. Carvel Lewis seconded the Motion. The Motion passed State Board approval unanimously.

Discussion:

1. Academy for Advanced Studies (McDonough)
2. Bartow County College and Career Academy (Cartersville)
3. Decatur Career Academy (Decatur)
4. Effingham College and Career Academy (Rincon)
5. Floyd County Schools College and Career Academy (Rome)
6. Golden Isles College and Career Academy (Brunswick)
7. Marietta College and Career Academy (Marietta)
8. Sims Academy of Innovation and Technology (Winder)

That concluded the Committee report.

- **Adult Education**

Daren Wayne for Shirley Smith

Mr. Daren Wayne gave the Committee report. Dr. Cayanna Good, Assistant Commissioner for Adult Education, shared that the total Adult Education enrollment is 14,267. NRS enrollment is 10,319. Statewide HSEs are 937, which is 12% of our statewide goal. Dr. Good also shared that 254 of these HSE graduates were enrolled in our TCSG Adult Education programs.

Mr. Bobby Creech, Executive Director of Adult Education, reported to the Committee that 919 adult education students earned industry- recognized credentials during FY22 through Integrated Education and Training. He also provided an update on the status of the HOPE HSE Examination Grant Program, which will cover the cost of the HSE exam fees for qualified Georgians. The grant program will launch this fall.

Ms. Karen Kirchler, Deputy Commissioner for Workforce Development, shared the Office of Workforce Development has been going through the process of approving PY22 budgets and distributing those funds while conducting end-of-year closeout. The TCSG Office of Workforce Development will be rolling into third year. These funds will be redistributed to support projects in areas that can support them. There is a handout in the board book with all of the current year allocations for each local area.

Labor Force Participation Rates remain low, as do unemployment rates for Georgia (and the rest of the United States); meaning it is a worker's market, with less



competition for jobs. Voluntary separations remain high, but have leveled off from previous months, but Georgia's remain higher than the U.S. average. Over 21,000 new jobs have been announced in Georgia since December 2021.

That concludes the Committee report.

- **External Affairs and Economic Development**

Baoky Vu

Mr. Baoky Vu gave the Committee report. For the month of August, Georgia Quick Start had 5 prospects for approximately 2,000 jobs as well as 5 announcements for a total of 800 new jobs.

TCSG Marketing and Communications Team sponsored the Corky Kell High School Football Classic. Mrs. Kelsey Bassett was interviewed about the amazing partnership that TCSG has with Coca-Cola to put more CDL drivers on the road. TCSG is running a PSA with the Georgia Hospital Association to encourage students to consider a field in nursing or other healthcare fields. For more information on this PSA, visit the URL collegesforhealth.com. TCSG is assisting marketing efforts for the Dual Achievement program and its 5 academies located at Chattahoochee Technical College, Athens Technical College, Central Georgia Technical College, Albany Technical College, and Atlanta Technical College.

The TCSG Legislative Affairs team has been working on the budget and strategic plan that Commissioner presented earlier today. The work that continues to bring the Career Services component to TCSG is moving ahead. Several agencies, along with the Governor's Office, have been researching the development of a career navigator platform.

Mr. Matt Dollar shared an update on the mobile welding lab and the success of the Department of Corrections partnership to reduce recidivism rates and improve reentry rates.

That conclude the Committee report.

- **Facilities and Real Estate**

Ben Bryant

- I. **Approval of Construction Contracts**

MOTION: Mr. Ben Bryant made the Motion to authorize the Commissioner to execute the construction contracts listed below at a cost not to exceed the amount stated for each request. Mr. Doug Carter seconded the Motion. The Motion passed State Board approval unanimously.



- A. **Central Georgia Tech** - \$269,146.00 with Green & Associates, Inc.

DISCUSSION: Central Georgia Technical College requests approval on the execution of a construction contract for "Boiler Replacement- Building I" on the Macon Campus of Central Georgia Technical College, with Green & Associates, Inc., Macon, GA in the amount of \$269,146.00, using local funds.

II. **Approval of Construction Contract Change Orders**

MOTION: Mr. Ben Bryant made the Motion to approve the change orders listed below at a cost not to exceed the amount stated for each request. Mr. Chunk Newman seconded the Motion. The Motion passed State Board approval unanimously.

- A. **Wiregrass Georgia Tech** - \$59,431.00 with Shaw Industries

DISCUSSION: Wiregrass Georgia Technical College requests approval of change order in the total amount of \$59,431.00 to the project "Renovation - Flooring", under a construction contract with Shaw Industries, Dalton, GA. The TCSG Board, at its meeting on August 4, 2022, approved a construction contract with Shaw Industries in the amount of \$169,137.63, using local MRR bond funds. The total accumulated change order amount will exceed 20% of the original contract and Board approval is required. The change order was necessary due to the addition of tiling to the kitchen.

III. **Approval of the FY2024 Capital Outlay Plan**

MOTION: Mr. Ben Bryant made the Motion for the State Board to approve the TCSG Capital Outlay submissions as presented for Fiscal Year 2024 as recommended by the Commissioner. Mrs. Lisa Winton seconded the Motion. The Motion passed State Board approval unanimously.

- A. **Capital Outlay Plan**

DISCUSSION: As set forth by the Commissioner in the report to the Facilities and Real Estate Committee, the recommended Capital Outlay submissions, including twenty-two (22) capital projects and other capital expenditures, respond to the instructions received from the Governor's Office of Planning and Budget (OPB).



That concluded the Committee report.

- **Governance, Compliance and Audit**

Tommy David for Buzz Law

Mr. Tommy David gave the Committee report.

I. Approval of proposed Mutual Aid Agreements

MOTION: Mr. Tommy David made the Motion to approve the proposed Mutual Aid Agreements:

- West Georgia Technical College and University of West Georgia
- Coastal Pines Technical College and Appling County Sheriff's Office
- Coastal Pines Technical College and Darien Police Office
- Coastal Pines Technical College and South Georgia State College
- Coastal Pines Technical College and Bacon County Sheriff's Office
- Coastal Pines Technical College and Homerville Police Department
- Coastal Pines Technical College and St. Mary's Police Office
- Coastal Pines Technical College and Camden County Sheriff's Office
- Coastal Pines Technical College and Patterson Police Department

Mr. Joe Yarbrough seconded the Motion. The Motion passed State Board approval unanimously.

Chief Jen Ziifle gave the Committee a quarterly safety report. Mr. David applauded her and the TCSG Police Force for all the hard work they are doing to keep the students and faculty safe. Chief Ziifle reviewed how the TCSG team responded to the bomb threats last month. The TCSG system office staff had several options for active shooter training response provided by Chief Ziifle and team. Mr. Tommy David thanked the Lanier Technical College Police force for providing security for the former First Lady Sandra Deal's funeral last week at the campus.

II. Approval of Local Board Appointments

MOTION: Mr. Tommy David made the Motion to approve the appointment for local board member as listed in the Board materials. Mr. Joe Yarbrough seconded the Motion. The Motion passed State Board approval unanimously.

That concluded the Committee report.



Operations, Finance, and Planning

Carvel Lewis

I. Expenditure Requests

MOTION: Mr. Carvel Lewis made the Motion 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. Mrs. Mary Flanders seconded the Motion. The Motion passed State Board approval unanimously.

1. **Chattahoochee Technical College** – Additional cost for copier lease agreement with Canon Solutions America for additional copiers; cost \$47,451.00. **Local funds are available for this expenditure.**

DISCUSSION: Costs for the copier lease agreement with Canon Solutions America were approved for \$141,435.00 by the State Board at the August 2022 meeting. An additional approval is needed to include \$47,451.00 for additional copiers not included in original request. The additional \$47,451.00 exceeds the 20% maximum amount allotted for changes. Color and B&W copies have been made available for use by students and faculty/staff in workrooms and libraries at all campus locations.

2. **Gwinnett Technical College** – Maintenance costs to Canon USA for multifunction printers/copiers at two campus locations cost \$171,909.00. **Local funds are available for this expenditure.**

DISCUSSION: This request is to cover the yearly leasing costs for multifunction printers and copiers at two campus locations. It consists of 57 units thru-out the Lawrenceville and Alpharetta campus locations.

3. **Southern Regional Technical College** – Three used Kenworth Semi Trucks from MHC Kenworth Atlanta for CDL Program; cost \$291,835.00. **Federal grant funds are available for this expenditure.**

DISCUSSION: The college's Commercial Truck Driving program currently trains students using 4 older model trucks. With the addition of three 2018 Kenworth T680 MX-13 semi-trucks, students will have a better opportunity to train and hone the skills that align with the trucking industry standards. These trucks improve the environment to reduce greenhouse gasses and fuel consumption, and will meet emissions standards and comply with the safety standard requirements to conduct testing by the Certified Testers for the Georgia Dept. of Driver Services.



II. Approval of AFY2023 and FY2024 Budget Submissions

MOTION: Mr. Carvel Lewis made the Motion for the State Board to approve the TCSG budget submissions for Amended Fiscal Year 2023 and for Fiscal Year 2024 as recommended by the Commissioner. Mr. Doug Carter seconded the Motion. The Motion passed State Board approval unanimously.

DISCUSSION: As set forth by the Commissioner in the report to the Operations, Finance and Planning Committee, the recommended budget submissions for AFY2023 and for FY2024 respond to the instructions received from the Governor's Office of Planning & Budget (OPB).

III. Approval of TCSG Strategic Plan for FY2022 – FY2025

MOTION: Mr. Carvel Lewis made the Motion for the State Board to approve the TCSG FY2022 – FY2025 Strategic Plan as provided in the materials in the State Board Book. Mr. Tim Williams seconded the Motion. The Motion passed State Board approval unanimously.

DISCUSSION: To ensure accountability that our strategic plan supports the Governor's Vision and Strategic Goals for Georgia and to be in line with the dates OPB provide, TCSG created a completely new strategic plan for FY2022 – FY2025.

That concluded the Committee report.

• Executive Committee

Chairman Trey Sheppard

Chairman Sheppard gave the update from the Executive Committee. There were no motions made. The Commissioner shared the same budget and strategic plan presentation that he gave during his Committee of Whole remarks.

He thanked Mrs. Penni Haberly, Mark Peevy, Mark D'Alessio, Dr. Beth Jones, Mr. Richard Young, Mr. Brendan Bowen, Mr. Steven Ferguson, and everyone at TCSG who helped with the Budget and the Strategic Plan.

That concluded the Committee report.

V. Executive Session

Not needed during this meeting.

VII. OTHER BUSINESS

Chairman Trey Sheppard

The next TCSG State Board meeting will be **October 5 & 6, 2022** at Atlanta Technical College. Each Board Member has a copy of the October 5-6, 2022 schedule at Atlanta



Technical College and the October 24-25, 2022 schedule for the Leadership Conference in Savannah.

The dates for the 2022 Board meetings were presented.

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| Thursday, October 6* | Atlanta Technical College |
| Tuesday, October 25* [Nov. Mtg.] | Hyatt Regency Savannah to coincide with TCSG Leadership Conf. |
| Thursday, December 1 | TCSG System Office |

Chairman Sheppard asked each Board Member to complete the paperwork at their desk and return it to Collier before they leave today.

Mr. Joe Yarbrough closed the Board meeting with a word of prayer.

That concluded the Chair's comments.

VIII **ADJOURN**

Chairman Trey Sheppard

I. **Adjournment**

MOTION: Mr. Joe Yarbrough made the Motion to adjourn the September 1, 2022 State Board Meeting of the Technical College System of Georgia at 12:06 pm. Mr. Doug Carter seconded the Motion. The Motion passed State Board approval unanimously.

The Technical College System of Georgia State Board Meeting stood adjourned.