



# STATE BOARD GENERAL SESSION

Joe Yarbrough, <i>Chairman</i>	Buzz Law
Anne Kaiser, <i>Vice Chair</i>	Chunk Newman
Ben Bryant	Richard Porter
Doug Carter	Sylvia Russell
Shan Cooper	Trey Sheppard
Ben Copeland	Shirley Smith
Lynn Cornett	Michael Sullivan
Jay Cunningham	Phil Sutton
Tommy David	Baoky Vu
Mary Flanders	Dinah Wayne
Randall Fox	Tim Williams
James Gingrey	

## MINUTES

Thursday, November 3, 2016

1:00 – 2:00 p.m.

System Office

1800 Century Place, 2<sup>nd</sup> Floor

Atlanta, Georgia 30345

Absent: Shan Cooper, Ben Copeland, Tommy David, James Gingrey, Trey Sheppard, Michael Sullivan, Phil Sutton

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### I. WELCOME AND CALL TO ORDER

Chairman Joe Yarbrough

Chairman Joe Yarbrough called the November 3, 2016 State Board meeting of the Technical College System of Georgia [TCSG] to order at 1:00 p.m. 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. CHAIRMAN'S COMMENTS

Chairman Yarbrough

The Chairman's first order of business was to call for a motion to approve the minutes from the October 4, 2016 State Board meeting. Motion was made by Mr. Buzz Law, was seconded by Mr. Randall Fox, and passed approval by the Board unanimously. Minutes stand approved.

Chairman Yarbrough then called on the Committee Chairs to give their reports.

### III. COMMITTEE REPORTS

COMMITTEE CHAIRS

- Academic Affairs

Lynn Cornett

- I. Welcome



- Approval of Minutes

## II. Academic Standards and Programs

### **Motion (Approval of Degrees, Diploma, and Technical Certificates of Credit):**

Motion was made by Dr. Lynn Cornett that the college requests listed below to offer diploma, degree, and technical certificates of credit 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. Motion was seconded by Mr. Buzz Law and passed State Board approval unanimously.

### **Discussion:**

**Central Georgia Technical College** - Degree program in AAS in Interdisciplinary Studies, AF53, 61 Credit Hours, effective January 2017

The Associate of Applied Science in Interdisciplinary Studies (AIS) Degree provides an option for students who wish to combine completed coursework from various disciplines into a single degree program. A student might choose an interdisciplinary studies program if his or her specific goals and interests cannot be met through a school's existing majors, minors and electives. The AIS is built upon TCSG standardized course curricula to include 61 semester credit hours (21 hours of general education requirements and 40 hours of occupational coursework). This proposed program will be unique to our system and area in meeting the needs of a diverse group of students, including military personnel through CGTC's partnership in the VECTR Center. This program will provide the flexibility for these individuals to be awarded an associate degree based on their prior learning and training to allow graduates to transition into the workforce or to continue their education into a four-year institution based on their career goals. This is a flexible yet focused program of study to prepare students in strategic, high demand industries such as education, public safety, business and computer/information technology, industrial/engineering technology, and health sciences. To promote gainful employment, each student will be advised to focus on 1-2 occupational areas. Enrollment is anticipated at approximately 60 students for the first year at all proposed locations combined, with an expected growth to 100 students by year 3 based on current enrollment trends in these areas. Since this program consists of existing courses, start-up costs are limited to supplies and additional part-time faculty as needed dependent on enrollment growth.

### **Enrollment Projections:**

Day Students Year 1: 40 Year 2: 50 Year 3: 70

Evening Students Year 1: 20 Year 2: 25 Year 3: 30



**Central Georgia Technical College** - Degree program in Physical Therapist Assistant, PTA3, 76 Credit Hours, effective January 2018

CGTC's new Sonny Watson Health Science Building opened on the Warner Robins campus in January 2016. The new facility includes dedicated lab and classroom space for a physical therapy assistant program in response to local demand for this training. According to recent EMSI data, the CGTC service area is expected to see a 10.2 percent in PTA jobs in the next two years, and a 22.2 percent increase in PTA jobs by the year 2021. CGTC's proposed PTA program for the Warner Robins campus follows TCSG standardized curriculum. Other PTA programs adjacent to CGTC's service area include Athens Tech. The estimated first year cost of operation is approximately \$300,000, which includes salaries and benefits for the new program director (recently hired) and new FT clinical coordinator (actively recruiting), in addition to equipment, supplies, and library materials. Funding is expected to come from tuition and state and federal (e.g., TCSG capital outlay and Perkins) funds. Enrollment is estimated at least 18 students per year, which may increase as clinical slots allow.

Enrollment Projections:

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

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

**Gwinnett Technical College** - Degree program in Mercedes Benz College Program, MBC3, 63 Credit Hours, effective January 2017

The addition of the Mercedes-Benz technician training program will be a valuable recruiting tool as it will broaden the options available to students. Currently, no college in the state offers Mercedes-Benz specific training. This program will prepare students to enter the luxury car market as auto technicians. In addition, this program will follow state standards and will meet state board and general program standard requirements for programs of its award level. GTC's estimated first-year investment will be \$76,856 for salaries, equipment, and supplies. Twenty students are expected to enroll in the first year, with the third-year enrollment projection being twenty-five.

Enrollment Projections:

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

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

**Oconee Fall Line Technical College** - TCC program in Mechatronics Specialist, AM11, 11 Credit Hours, effective August 2017

Oconee Fall Line Technical College (OFTC) has been providing non-credit instruction in mechatronics to support an expanding industry in Dublin, Georgia in AY 2017 with a need of over 50 trained individuals in mechatronics. Several other industries in the area have expressed an interest in the program and in providing cooperative training opportunities.



Therefore, in order to be supportive of the area industries OFTC needs to provide training in mechatronics. The proposed program will enhance our offerings in the trade and industrial programs on the Dublin Campus. There are currently no colleges in or adjacent to our service area that offer this program. In AY 2016, OFTC purchased the needed equipment for the program using a federal grant, and the required faculty are already on staff. Therefore, the college will not require additional funds to begin the program. OFTC anticipates an initial enrollment of 10 students with 20 students enrolled by the end of 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

**Oconee Fall Line Technical College - TCC program in Mechatronics Technician, MT21, 12 Credit Hours, effective August 2017**

Oconee Fall Line Technical College has been providing noncredit instruction in mechatronics to support an expanding industry in Dublin, Georgia in AY 2017 with a need of over 50 trained individuals in mechatronics and industrial systems. Several other industries in the area have expressed an interest in the program area and in providing cooperative training opportunities for students. Therefore, in order to be supportive of the area industries OFTC needs to provide training in mechatronics. The proposed program will enhance our offerings in the trade and industrial programs on the Dublin Campus. There are currently no colleges in or adjacent to our service area that offer this program. In AY 2016, OFTC purchased the needed equipment for the program using a federal grant, and the required faculty are already on staff. Therefore, the college will not require additional funds to begin the program. OFTC anticipates an initial enrollment of 10 students with 20 students enrolled 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

**Oconee Fall Line Technical College - Degree program in Mechatronics Technology, MT23, 62 Credit Hours, effective August 2017**

Oconee Fall Line Technical College has been providing noncredit instruction in mechatronics to support an expanding industry in Dublin, Georgia in AY 2017 with a need of over 50 trained individuals in mechatronics and industrial systems. Several other industries in the area have expressed an interest in the program and in providing cooperative training opportunities. Therefore, in order to be supportive of the area industries OFTC needs to provide credit training in mechatronics. The proposed stated standard program will enhance our current credit offerings in the trade and industrial programs on the Dublin Campus. There are currently no colleges in or adjacent to our service area that offer this program. In



AY 2016, OFTC purchased the needed equipment for the program using a federal grant, and the required faculty members are already on staff. Therefore, the college will not require additional funds to begin the degree program. OFTC anticipates an initial enrollment of 15 students with 25 students enrolled by the third year.

**Enrollment Projections:**

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

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

**Oconee Fall Line Technical College** - Diploma program in Mechatronics Technology, MTD2, 49 Credit Hours, effective August 2017

Oconee Fall Line Technical College has been providing noncredit instruction in mechatronics to support an expanding industry in Dublin, Georgia in AY 2017 with a need of over 50 trained individuals in mechatronics and industrial systems. Several other industries in the area have expressed an interest in the program and in providing cooperative training opportunities. Therefore, in order to be supportive of the area industries OFTC needs to provide training in mechatronics. The proposed state standard program will enhance our offerings in the trade and industrial programs on the Dublin Campus. There are currently no colleges in or adjacent to our service area that offer this program. In AY 2016, OFTC purchased the needed equipment for the program using a federal grant, and the required faculty are already on staff. Therefore, the college will not require additional funds to begin the diploma program. OFTC anticipates an initial enrollment of 20 students with 35 students enrolled by the third year.

**Enrollment Projections:**

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

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

**Southeastern Technical College** - TCC program in Barber II, BI31, 36 Credit Hours, effective January 2017

Interest in a Barbering Technical Certificate of Credit (Barbering II) program has been shown by present cosmetology students, inquiries from local individuals, and the Cosmetology advisory committee has been encouraging Southeastern Tech to start an evening Barbering program. There is a large male population that we are not reaching or serving and barber shops have been shut down in our service delivery area for employing unlicensed barbers. The closest college that offers a Barbering program is 90 miles from Southeastern Tech. The Barbering II program will follow state standards and it meets State Board and general program standard requirements. First year costs that will be funded by tuition and fees to cover salaries, supplies, equipment, and resources is estimated at \$38,250.00. Estimated enrollment is 10 the first year and 30 by the third year.



**Enrollment Projections:**

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

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

**Southern Crescent Technical College** - TCC program in Electrical Lineworker, EL11, 12 Credit Hours, effective January 2017

The Electrical Lineworker TCC program provides students with the necessary knowledge and skills to gain employment as an entry-level lineworker with electrical utility companies, both public and private. Topics covered in this program include lineworker organization principles, lineworker workplace skills, lineworker automation skills, and lineworker occupational skills. The trend for employment in this area is expected to improve at a rate of about 1.2% per year. The industry is expected to grow at approximately 12% due to increased power usage. The employment growth is also expected to increase from 53,368 to approximately 61,900 jobs by 2018.

**Enrollment Projections:**

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

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

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 Joe Dan Banker, Executive Director, Academic Affairs, at 404-679-1670.

### **III. Program Terminations**

Motion was made by Dr. Lynn Cornett that the college requests listed below to terminate TCC programs be approved for the semester specified for each request. Motion was seconded by Mr. Doug Carter and passed State Board approval unanimously.

**Discussion:**

**Georgia Northwestern Technical College**

TCC program in Automotive Collision Repair Assistant II, AZ51, effective December 2016.

TCC program in Early College Essentials-Personal/Public Service, EC81, effective December 2016.

TCC program in Early College Fundamentals-Health, ECB1, effective December 2016.

TCC program in Early College Fundamentals-Technical Studies, ECH1, effective December 2016.

TCC program in Early College Fundamentals-Personal/Public Service, ECD1, effective December 2016.

TCC program in Tool and Die Specialist, TA11, effective December 2016.



**North Georgia Technical College**

TCC program in Landscape Installation Technician, HI11, effective December 2016.

**Southern Crescent Technical College**

TCC program in Film Production - Administrative Assistant 1, FIT1, effective December 2016.

**Wiregrass Georgia Technical College**

TCC program in IP Broadband Specialist, IBS1, effective December 2016.

TCC program in Power and Infrastructure Specialist, PAI1, effective December 2016.

**IV. Approval for Program Standards and Revisions**

Motion was made by Dr. Lynn Cornett to approve program standards and revisions for November 2016. Motion was seconded by Mr. Chunk Newman and passed State Board approval unanimously.

**State Board Standards and Revisions Summary for November 2016**

Major Code	Program Name	Program Development	Award Level	Credit Hours
3PA1	3D Printing and Rapid Prototyping	Georgia Piedmont	TCC	21
AF53	AAS in Interdisciplinary Studies	Central Georgia	Degree	61
FSP2	Fire Service Professional	Southern Crescent	Diploma	48
MBC3	Mercedes Benz College Program	Gwinnett	Degree	63

• **Adult Education**

**Shirley Smith** *for Ben Copeland*

Ms. Shirley Smith chaired the Adult Education committee. She began by sharing that Assistant Commissioner Beverly Smith shared an update on the National Adult Education activities of the WIOA federal law changes which included changing the adult education data management system. She thanked Scott Rue for attending the adult education meetings and his assistance as we began to redevelop the adult education data management system. She also provided an overview of next year’s RFA competition process, and the requirement that local workforce development boards must review and provide feedback regarding the alignment of adult education programs to local strategies.

Ms. Smith shared that the Lumpkin County CLCP submitted an application for certifies literate community certification and the site visit will take place the first week in January 2017.



Lastly she gave a report from the GED Testing Program. It was reported that there were 698 GED credentials awarded in September 2016, which is an 81% increase from this same time last year. It was also reported that the transcripts requests from the new online system was 78% of the total request received in the GED Customer Service Center.

That concluded the committee report.

• **External Affairs and Economic Development**

**Doug Carter**

Mr. Carter began by sharing for the month of October there were 10 prospects for a total of 2,709 potential new jobs and two announcements for 175 new jobs. He shared that Assistant Commissioner Jackie Rohosky attended the Southern Automotive Conference on October 5-7 in Biloxi, Mississippi. Our newly published "Drive Time" brochure was extremely well received by conference attendees. The Southern Automotive Conference will be held in Georgia in two years. They are looking at venues in Savannah and Atlanta. Lastly from Economic Development it was shared that the Vice President of Economic Development business meeting will be held in Macon in January 2017.

From the Communications office, it was shared the following dates for the Strategic Industries Forums:

- October 19 at Central Georgia Tech for Computer Technology
- November 9 at the Athens Tech Elberton Campus for Certified Engineering Assistant
- December 14 at Columbus Tech for Health Sciences

Lastly was the reminder of the 'Taste of TCSG' Foundation Event on December 1 to celebrate the TCSG Foundation.

That concluded the committee report.

• **Facilities and Real Estate**

**Chunk Newman**

**I. Approval of Real Property Acquisitions**

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 acquisition of the following real properties. Motion was seconded by Mr. Randall Fox and passed State Board approval unanimously.

**A. Oconee Fall Line Technical College- 45.6 AC from Washington County BoC**

DISCUSSION: Oconee Fall Line Technical College requests approval on the acquisition of approximately 45.6 acres of improved land located on Kaolin Road, Sandersville



(Washington County), GA, from Washington County Board of Commissioners, for the consideration of \$10, as the Transportation Center for Oconee Fall Line Technical College, subject to the reversionary interest, continued use of 911 center and the approval of the State Properties Commission.

## **II. Approval of Real Property Dispositions**

MOTION was made by Mr. Chunk Newman to declare the following land surplus to the needs of the Technical College System of Georgia and to authorize the staff to prepare appropriate requests to the State Properties Commission seeking its approval of, and assistance with, the disposition of the following real properties. Motion was seconded by Ms. Shirley Smith and passed State Board approval unanimously.

### **A. Central Georgia Technical College – 20.72 AC Crawford County Center**

DISCUSSION: Central Georgia Technical College requests approval to surplus the 20.72acre property known as the “Crawford County Center” located at 640 Georgia 128, Roberta (Crawford County), Georgia. The Crawford County, for consideration of \$10.00, conveyed the real property to the State of Georgia by General Warranty Deed dated February 5, 2002, as found under the State’s Real Property Record #09649. Central Georgia Technical College has determined that this property is no longer needed to carry out its mission.

### **B. Ogeechee Technical College – 6.88 AC Evans Technical Education Complex**

DISCUSSION: Ogeechee Technical College requests approval to surplus the 6.88 acre property known as the “Evans Technical Education Complex” located at 625 Cedar Avenue, Hagan (Evans County), Georgia. The Claxton-Evans County Industrial Development Authority, for consideration of \$10.00, conveyed the real property to the State of Georgia by General Warranty Deed dated May 20, 2003, as found under the State’s Real Property Record #09853. Ogeechee Technical College has determined that this property is no longer needed to carry out its mission.

## **III. Approval of Ground Lease**

MOTION was made by Mr. Chunk Newman to declare the following land surplus to the needs of the Technical College System of Georgia and to authorize the staff to prepare appropriate requests to the State Properties Commission seeking its approval of, and assistance with, the granting of the following ground leases. Motion was seconded by Mr. Doug Carter and passed State Board approval unanimously.

### **A. Wiregrass Georgia Technical College- 25 yr. ground lease to Coffee County BoE**

DISCUSSION: Wiregrass Georgia Technical College request approval on the granting of a 25-Year Ground Lease over 0.459acres, a Cross-Parking Easement over 0.609



acres and an Ingress/Egress Easement over 1.337 acres, to Coffee County Board of Education for the benefit of Coffee College & Career Academy, across the Coffee County Campus of Wiregrass Georgia Technical College

**IV. Approval of Revocable License & Non Exclusive Easements**

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 granting of the following Revocable License Agreement & Non Exclusive Easements, listed in the board materials. Motion was seconded by Mr. Buzz Law and passed State Board approval unanimously.

**A. Lanier Technical College - 1.176 acres to Tribe Transportation, Inc.**

DISCUSSION: Lanier Technical College requests approval on the granting of a revocable license and a non-exclusive easement to Tribe Transportation, Inc., over approximately 1.176 acres on the New Hall County Campus of Lanier Technical College, for the installation and maintenance of the underground utility lines.

**V. Approval of Construction Contracts**

MOTION was made by Mr. Chunk Newman to authorize the Commissioner to execute the construction contract listed below at cost not to exceed the amount stated for each request. Motion was seconded by Mr. Buzz Law and passed State Board approval unanimously.

**A. Albany Technical College- \$254,973.00 with Newell Construction**

DISCUSSION: Albany Technical College requests approval on the execution of a construction contract for “Building C (HCT) Renovations” on the Dougherty County Campus of Albany Technical College, with Newell Construction, Albany, GA in the amount of \$254,973.00, using local funds.

**VI. Approval of Intergovernmental Agreements**

MOTION was made by Mr. Chunk Newman to authorize the Commissioner to execute the intergovernmental agreement listed below. Motion was seconded by Mr. Baoky Vu and passed State Board approval unanimously.

**A. Southern Crescent Technical College – Funding Agreement with GSFIC**

DISCUSSION: Southern Crescent Technical College requests approval on the execution of a funding agreement with the Georgia State Finance and Investment Commission in the amount of \$5,000,000 from Henry County SPLOST funds made available for the construction of the second building on the Henry County Campus of Southern Crescent Technical College in McDonough, Georgia.



- **Governance, Compliance and Audit**

**Baoky Vu** for Michael Sullivan

- I. Motion was made by Mr. Baoky Vu to review and approve the proposed revised mission statement for Albany Technical College. Motion was seconded by Dr. Lynn Cornett and passed State Board approval unanimously.

*Discussion:*

*Reflective of the Southern Association of Colleges and Schools Commission on Colleges' (SACSCOC) standards for accreditation, Albany Technical College senior leadership and faculty and staff representatives annually review the mission statement to determine relevance with regard to the programs and services offered to meet the dynamic demands of the communities served. Resulting from strategic planning sessions during the past two years, ATC colleagues worked collaboratively and modified the mission statement. The modified mission statement received ATC Board approval on Wednesday, October 18, 2016. ATC colleagues worked collaboratively to modify the statement accordingly.*

**Current Mission Statement:**

INSTITUTIONAL MISSION

Albany Technical College, a public post-secondary institution of the Technical College System of Georgia, provides technical education and training support for evolving workforce development needs of Southwest Georgia. To accomplish this mission, the College utilizes traditional and distance learning methods. The following purposes of Albany Tech are based on the concept that education benefits individuals, businesses and the community:

- To provide quality competency-based associate degree, diploma and technical certificates of credit programs that prepare students for employment in business, technical sciences, health care technology, personal services and industrial careers.
- To provide basic adult education and development programs to help adults improve life skills and prepare for continued education and training.
- To contribute to the technological advancement of area businesses and industry through education and training.
- To offer comprehensive continuing education courses and programs for the advancement of skills, knowledge and personal growth.

**Proposed Mission Statement:**

Albany Technical College, a unit of the Technical College System of Georgia, located in southwest Georgia, prepares individuals to meet dynamic and evolving workforce needs, utilizing industry-driven teaching and learning approaches including traditional, online, and customized business solutions. The College awards Technical Certificates of Credit, Diplomas and Associate of Applied Science degrees to students who meet program completion criteria. Albany Technical College is a public two-year institution committed to providing higher



education and life-long learning opportunities that promote self-sufficiency, economic development, and community growth and sustainability.

- II. Motion was made by Mr. Baoky Vu to approve the recommended Local Board Member appointment as listed in the Board materials. Motion was seconded by Ms. Shirley Smith and passed State Board approval unanimously.

Georgia Northwestern Technical College  
Ms. Rhonda Beasley, Walker County, **Appointment**, expiration: June 30, 2019

- **Operations, Finance, and Planning**

Dinah Wayne

- I. **Expenditure Requests**

***MOTION:*** The motion was made by Mrs. Dinah Wayne for the State Board to authorize the Commissioner to purchase the designated items or execute the requested contracts for the system office and technical colleges listed below at a cost not to exceed the amounts stated. Motion was seconded by Mr. Randall Fox and passed State Board approval unanimously.

1. **System Office/IT** – Request to pay CDW-G for the purchase of VMWare software licenses for all TCSG colleges & system office; cost not to exceed \$199,000.00. ***State funds are available for this expenditure.***

*Discussion:* This expenditure is to purchase the VMWare software license that is utilized by the technical colleges and system office to support servers for all of our major systems. We are consolidating this contract to a single order to support our Banner virtualization initiatives. This change affords us a greater ability to negotiate, resulting in a savings of over 30% vs. purchasing individually. VMWare is the leading provider of virtual server software and has been in use by our system for over 10 years.

2. **Columbus Technical College** – SimMan 3G patient simulator with manikin, software and training from Laerdal Medical Corp for Paramedicine program; cost \$239,882.00. ***Federal grant funds are available for this expenditure.***

*Discussion:* The SimMan 3G patient simulator with manikin/software and onsite training is needed for students in the Paramedicine Program (Emergency Medical Technician, Advanced Emergency Medical Technician, & Paramedic courses). The college has been using Laerdal simulation manikins for many years and is identified with an individual site code for education with the National Registry of EMTs. Simulation manikins are an essential part of the educational/testing process and will provide students with hands-on opportunities to practice judgement and decision making skills before entering the clinical setting.



3. **Southern Regional Technical College** – Cisco networking hardware/switches from Strategic Products & Services for all campus locations; cost \$681,599.00. **Local funds are available for this expenditure.**

*Discussion:* Cisco networking hardware and switches are needed for the college in order to be in compliance with TCSG network infrastructure requirements and to expand existing VoIP telecommunications system to the Moultrie campus. This equipment will allow the college to provide increased networking speeds and web-based control of HVAC systems across all campus locations. Increased networking speeds will also allow the college to improve the student educational experience to include the use of interactive materials such as videos, telepresence, live streams, improved access to Blackboard for online classes and stronger connectivity. Projected telecommunications cost savings are estimated to be \$4,000 per month.

Mrs. Dinah Wayne thanked Donna Burns for hosting the first of two Active Shooter Response Trainings for Board members; she thanked Buzz Law for participating and encouraged all members to attend the next training prior to the December Board Meeting.

- **Executive Committee**

**Chairman Joe Yarbrough**

Chairman Yarbrough announced to the Board that the 2017 meeting schedule and committee assignments would be sent out following the conclusion of the meeting. He thanked everyone in advance for their participation and willingness to serve on their respective committees for next year.

**IV. COMMISSIONER'S COMMENTS**

**Commissioner Gretchen Corbin**

Commissioner Corbin kept her comments brief and thanked the team for their good work this past month.

**V. EXECUTIVE SESSION**

**Chairman Joe Yarbrough**

Chairman Yarbrough stated that there was a personnel issue to discuss and the Board would need to hold an Executive Session.

Motion was made by Mr. Buzz Law to have the State Board enter a closed Executive Session to address a personnel matter [see Attachment A]. Motion was seconded by Mr. Chunk Newman, and passed by unanimous vote.

Motion was made to exit the Executive Session and return into General Session by Mrs. Dinah Wayne, was seconded by Mr. Tim Williams and passed unanimously.



**VI. OTHER BUSINESS**

**Chairman Yarbrough**

The Chairman welcomed the group back into the general session. He called on Mr. Chunk Newman.

- I. MOTION was made by Mr. Chunk Newman for the State Board of the Technical College System of Georgia to approve the Commissioner's recommendation to appoint Dr. Alvetta Thomas as the new president of Southern Crescent Technical College effective December 1, 2016. Motion was seconded by Vice Chair Anne Kaiser and passed State Board approval unanimously.
  
- II. MOTION was made by Vice Chair Anne Kaiser for the State Board of the Technical College System of Georgia to approve the Commissioner's recommendation to appoint Dr. Victoria Seals as the new president of Atlanta Technical College effective December 1, 2016. Motion was seconded by Ms. Shirley Smith and passed State Board approval unanimously.

He reminded the Board that the next meeting of the State Board would take place Thursday, December 1 at the TCSG System Office.

That concluded the Chairman's remarks and he called for a motion to adjourn. Motion was made by Mr. Buzz Law and seconded by Mr. Doug Carter; motion passed unanimously. Meeting was adjourned at 2:05 p.m.

**VI. ADJOURN**

**Chairman Yarbrough**

Respectfully submitted:  
Haley Allison, State Board Liaison  
*Technical College System of Georgia*

**[Attachment A]**

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

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

TECHNICAL COLLEGE  
**TCSG**  
SYSTEM OF GEORGIA

the minutes of the meeting in question.

Comes now Joe W. Yarbrough, the presiding officer identified below, and, before an official duly authorized to administered oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

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

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

On March 3, 2016, this Board which is subject to the Open Meetings Act, met. A majority of the quorum of the member's present voted to close the meeting or a portion thereof for the following indicated reason(s). I hereby certify that during the closed portion of the meeting only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons set forth below meet the requirements for closing this public meeting.

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

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

FURTHER AFFIANT SAYETH NOT.

Sworn to and subscribed before me this 3 day of November, 2016.



Joe W. Yarbrough  
Chairman & Presiding Officer



Haley Allison  
NOTARY PUBLIC  
Exp: 1-10-2017