STATE BOARD GENERAL SESSION

Anne Kaiser, Madam *Chair*	Chunk Newman	
Doug Carter, *Vice Chair*	Richard Porter	
Ben Bryant	Sylvia Russell	
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	Joe Yarbrough	
Buzz Law		

APPROVED MINUTES

Thursday, February 7, 2019
11:18 a.m. – 11:44 a.m.

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

Absent from the General Session: Baoky Vu, Lynn Cornett, Mary Flanders, Sylvia Russell

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I.   WELCOME AND CALL TO ORDER   **Chair Anne Kaiser**

Madam Chair Kaiser called the February 7, 2019 State Board meeting of the Technical College System of Georgia [TCSG] to order at 11:18 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. She also welcomed President Erica Harden from OFTC, Lisa Keiffer, Emily Denis and Alex Bryant from the Georgia Department of Audits and Accounts.

II.   CHAIR'S COMMENTS   **Chair Anne Kaiser**

Madam Chair's first order of business was to call for a motion to approve the minutes from the December 6, 2018 and January 8, 2019 State Board meetings. **A Motion was made by Mr. Ben Copeland, and was seconded by Mrs. Dinah Wayne. The motion passed approval by the Board unanimously. Minutes stand approved.**

III. COMMISSIONER'S COMMENTS   **Commissioner Matt Arthur**

Commissioner Matt Arthur began by thanking the board for all their hard work. He listed a few items that TCSG had been involved with since the last meeting in December.

- On December 6, 2018 Commissioner Arthur spoke at the Albany Technical College graduation. The ages of the graduates ranged from 16 to 72 years' old
- On December 10, 2018 Commissioner attended and spoke at the Legislative Biennial in Athens, GA.
- On December 14, 2018 Commissioner Arthur gave the graduation speech at the DJJ fall commencement. The students were from all over the State and the student achievements were impressive.
- On January 10, 2019 Commissioner Arthur attended the ribbon cutting for the Shaffer MacCartney building in Augusta. President Elam has 9 class rooms in the building for our students and TCSG could really use more.
- On January 14, 2019 Commissioner Arthur attended the swearing in ceremony for Governor Kemp and the other Georgia constitutional officers.
- TCSG president's council was held in Atlanta on January 14-15. A lot of great things are coming from these meetings.
- On January 16, 2019 Commissioner Arthur and several State Board members attended the 2019 Georgia Chamber Eggs and Issues breakfast.
- Commissioner Arthur met with the Glynn County Delegation at the Capitol on January 28, 2019.
- On January 22, 2019 Commissioner Arthur presented the TCSG budget to the Joint Appropriations Committee at the Capitol.
- On January 26, 2019 Lanier Technical College hosted the memorial service for former Commissioner Ken Breeden.

That concluded the Commissioner's report.

IV.   **COMMITTEE REPORTS**   **COMMITTEE CHAIRS**

- **Academic Affairs**   **Randall Fox for Lynn Cornett**

   I.   **Academic Standards and Programs**

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

      MOTIONS: The motion was made by Mr. Randall Fox that the college request listed below to offer an associate of science degree 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 Ms. Shirley Smith. The board voted and the motion was unanimously approved.

Discussion:

Central Georgia Technical College - Degree program in Associate of Science General Studies, AB73, 60 credit hours, effective August 2019.

The General Studies Associate of Science (AS) degree prepares students to pursue a four-year degree or for careers in multiple fields of studies. Graduates develop academic and professional knowledge and skills necessary to succeed in the profession of their choice or to further their education at a four-year university. This program provides students an option to combine general education along with occupational courses to create a specialized degree suited to their individual career goals. This institutionally-developed program was uniquely designed to align to USG institutions within CGTC's service area to provide graduates a seamless plan of study from the AS to a baccalaureate program of choice with minimal loss of credits. Articulation agreements are in progress with both Middle Georgia State University and Fort Valley State University. No other college in or adjacent to CGTC's service area offers this program. This program is built on existing TCSG/CGTC coursework and meets State Board and general program standard requirements for programs at the associate degree level. Estimated costs for the first three years account for new full-time and part-time instructor salaries and benefits along with library resources to support projected program growth, at an estimated $110,000-$111,000/year. Enrollment is estimated at 35 students the first year increasing to 75 students by year three.

Enrollment Projections:
Day Students Year 1: 25 Year 2: 40 Year 3: 50
Evening Students Year 1: 10 Year 2: 15 Year 3: 25

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

MOTION: The motion was made by Mr. Randall Fox 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 Mr. Trey Sheppard. The board voted and the motion was unanimously approved.

Discussion:

Atlanta Technical College - TCC program in Mammography, MA11, 12 Credit Hours, effective May 2019

Atlanta Technical College (ATC) requests the adoption of the Mammography Technical Certificate of Credit (TCC) program. This program is 12 credits. Offering this program has the propensity to increase enrollment, retention, as well as graduation rates at ATC. Within the Atlanta Technical College service area, Emory University offers a Mammography post-baccalaureate certificate. There are no schools adjacent to our service area offering a similar program. The Mammography TCC is state standard. The projected first year cost of the program is $34,500 for adjunct salary, supplies, and travel associated with professional development. The costs will be offset by tuition and fees. There is no additional cost to the college for equipment or facilities. Expected enrollment for year one is 10 students and the third-year enrollment is projected to increase to approximately 30 students.

Enrollment Projections:
Day Students Year 1: 5 Year 2: 10 Year 3: 15
Evening Students Year 1: 5 Year 2: 10 Year 3: 15

Augusta Technical College - TCC program in Animated Short Film Production, AD71, 10 Credit Hours, effective May 2019

The Animated Short Film Production TCC will allow current Design and Media Technology graduates the opportunity to further their education by adding professional level instruction that will enhance their current skills. Learning to produce animated film will also increase their employability skills and marketability. The program will follow the current state standard. There are no non-TCSG colleges in our service area or surrounding service areas that offer the program. Cost is minimal as the content can be incorporated into the existing schedule utilizing current equipment. The College expects to enroll 15 students within the first year with increasing numbers to follow.

Enrollment Projections:
Day Students Year 1: 15 Year 2: 18 Year 3: 20
Evening Students Year 1: 0 Year 2: 0 Year 3: 0

Chattahoochee Technical College - Diploma program in Dental Assisting, DA12, 55 Credit Hours, effective August 2019

Chattahoochee Technical College currently has a new Health Sciences building under construction at the college's Marietta Campus. The building was planned and designed to include a modern, state of art dental health education lab. The college will offer Dental Assisting in this lab space. The Dental Assisting Diploma program will be an access point for those students interested in studying dental health and working as Dental Assistants. In the college's service area Dental Assistant jobs are expected to grow by 27.7% over the next ten years. Chattahoochee Technical College will meet this demand by graduating students from an accredited Dental Assisting program. Graduates that obtain the Dental Assisting National Certification can expect to earn from 15 to 17 dollars per hour.

Enrollment Projections:
Day Students Year 1: 15 Year 2: 20 Year 3: 24
Evening Students Year 1: 0 Year 2: 0 Year 3: 0

Columbus Technical College - Degree program in Cybersecurity, CY13, 60 Credit Hours, effective March 2019

Columbus Technical College would like to offer the Cyber Security Program. According to Forbes magazine, cyber security is a fast growing job market with a huge skills gap. The ISACA, an independent, nonprofit, global association that engages in the development, adoption and use of globally accepted, industry-leading knowledge and practices for information systems, predicts there will be a global shortage of two million cyber security professionals by 2019. Per O'Net, the Cyber Security profession is needed to plan, implement, upgrade, or monitor security measures for the protection of computer networks and information. As computers and software become more complex, cyber security professionals will be needed to develop plans to safeguard computer files against accidental or unauthorized modification and/or destruction. Many of the cyber security occupations require a four-year bachelor's degree, but some do not. The Bureau of Labor Statistics reports the median pay for a cybersecurity professional is $90k annually with a bachelor's level education, and that associate degree credentials can

earn up to $55k annually. Columbus Technical College is working in partnership with Columbus State University with efforts to get an articulation agreement with the Cyber Security Program. Although the partnership is premature at the moment, all meetings and conversation have been engaging and favorable. The goal is to have associate degree level graduates of the Cyber Security program bridge to the university to earn a bachelor's degree with minimal challenges. The CIST advisory board meeting has been apprised of the new program being offered at Columbus Technical College. All members agreed that adding the program is a good choice for the college and work force industry. No additional salaries, office space, or benefits are needed to operate the program. Said resources are already in place.

Enrollment Projections:
Day Students Year 1: 5 Year 2: 10 Year 3: 15
Evening Students Year 1: 5 Year 2: 10 Year 3: 15

Columbus Technical College- Diploma program in Cybersecurity, CY12, 46 Credit Hours -, effective March 2019

Columbus Technical College would like to offer the Cyber Security Program. According to Forbes magazine, cyber security is a fast growing job market with a huge skills gap. The ISACA, an independent, nonprofit, global association that engages in the development, adoption and use of globally accepted, industry-leading knowledge and practices for information systems, predicts there will be a global shortage of two million cyber security professionals by 2019. Per O'Net, the Cyber Security profession is needed to plan, implement, upgrade, or monitor security measures for the protection of computer networks and information. As computers and software become more complex, cyber security professionals will be needed to develop plans to safeguard computer files against accidental or unauthorized modification and/or destruction. Many of the cyber security occupations require a four-year bachelor's degree, but some do not. The Bureau of Labor Statistics reports the median pay for a cybersecurity professional is $90k annually with a bachelor's level education, and that associate degree credentials can earn up to $55k annually. Columbus Technical College is working in partnership with Columbus State University with efforts to get an articulation agreement with the Cyber Security Program. Although the partnership is premature at the moment, all meetings and conversation have been engaging and favorable. The goal is to have associate

degree level graduates of the Cyber Security program bridge to the university to earn a bachelor's degree with minimal challenges. The CIST advisory board meeting has been apprised of the new program being offered at Columbus Technical College. All members agreed that adding the program is a good choice for the college and work force industry. No additional salaries, benefits, or office space are needed to operate the program. Said resources are already in place.

Enrollment Projections:
Day Students Year 1: 5 Year 2: 10 Year 3: 15
Evening Students Year 1: 5 Year 2: 10 Year 3: 15

Columbus Technical College - TCC program in Cybersecurity, IS81, 26 Credit Hours, effective March 2019

Columbus Technical College would like to offer the Cyber Security Program. According to Forbes magazine, cyber security is a fast growing job market with a huge skills gap. The ISACA, an independent, nonprofit, global association that engages in the development, adoption and use of globally accepted, industry-leading knowledge and practices for information systems, predicts there will be a global shortage of two million cyber security professionals by 2019. Per O'Net, the Cyber Security profession is needed to plan, implement, upgrade, or monitor security measures for the protection of computer networks and information. As computers and software become more complex, cyber security professionals will be needed to develop plans to safeguard computer files against accidental or unauthorized modification and/or destruction. Many of the cyber security occupations require a four-year bachelor's degree, but some do not. The Bureau of Labor Statistics reports the median pay for a cybersecurity professional is $90k annually with a bachelor's level education, and that associate degree credentials can earn up to $55k annually. Columbus Technical College is working in partnership with Columbus State University with efforts to get an articulation agreement with the Cyber Security Program. Although the partnership is premature at the moment, all meetings and conversation have been engaging and favorable. The goal is to have associate degree level graduates of the Cyber Security program bridge to the university to earn a bachelor's degree with minimal challenges. The CIST advisory board meeting has been apprised of the new program being offered at Columbus Technical College. All members agreed that

adding the program is a good choice for the college and work force industry. No additional salaries, benefits, or office space are needed to operate the program. Said resources are already in place.

Enrollment Projections:
Day Students Year 1: 5 Year 2: 10 Year 3: 15
Evening Students Year 1: 5 Year 2: 10 Year 3: 15

Georgia Northwestern Tech College - TCC program in Electrical Lineworker, EL11, 12 Credit Hours, effective May 2019

Georgia Northwestern Technical College would like to offer the Electrical Lineworker (EL11) TCC as a way to provide area employers with a well trained workforce while also providing graduates the opportunity to obtain well-paying jobs. A needs assessment showed that local employers are in need of trained lineworkers to fill existing and future positions. According to the federal Bureau of Labor Statistics employment of electrical lineworkers is expected to increase by 8% through 2026. The Electrical Lineworker TCC will provide graduates with the knowledge and skills needed to obtain these jobs. No other colleges in our service area or adjacent service area offer the program. The program will follow the state standard. First year costs of the program will be 700,000 to cover faculty salary and benefits, equipment, supplies, and modifications to the physical plant. Much of the equipment will be donated by area power suppliers. Enrollment is expected to be capped at 15 students per year.

Enrollment Projections:
Day Students Year 1: 15 Year 2: 15 Year 3: 15
Evening Students Year 1: 0 Year 2: 0 Year 3: 0

Lanier Technical College - TCC program in Logistics Coordinator, LC21, 15 Credit Hours, effective August 2019

The Logistics Coordinator TCC is needed to meet the growing demands for an entry-level Logistics workforce in Hall County as well as other counties within our service area such as Jackson and Forsyth counties. There are no other Logistics Coordinator programs offered in or adjacent to our service area. This is an institutionally developed program that meets State Board and general program standard requirements for TCCs. Since Syfan Logistics has agreed to provide the training software

at no cost to the college, the first year costs are projected to be minimal with adjunct costs estimated at $9600, supply costs at $250, and library costs at $300 for a total of $10,150. Based on the projected enrollment, tuition will cover 100% of the cost. We conservatively estimate a first year enrollment of 28 and project enrollment to be 60 by the third year.

Enrollment Projections:
Day Students Year 1: 28 Year 2: 30 Year 3: 30
Evening Students Year 1: 0 Year 2: 24 Year 3: 30

Oconee Fall Line Technical College - Degree program in AAS in Interdisciplinary Studies, AF53, 61 Credit Hours, effective January 2019

Oconee Fall Line Technical College already offers all courses within the Interdisciplinary Studies Associate of Applied Science Degree. The addition of the program will allow OFTC diploma-level students to upgrade their credentials to meet the needs of area employers. There are no colleges in our service area that offer this program. OFTC will follow the state standards. There are no additional equipment, resources, or facilities required to add this program. OFTC anticipates 30 students to be enrolled during the first year and 70 students by the third year of implementation.

Enrollment Projections:
Day Students Year 1: 20 Year 2: 30 Year 3: 40
Evening Students Year 1: 10 Year 2: 20 Year 3: 30

Oconee Fall Line Technical College - Diploma program in Construction Management, CM12, 55 Credit Hours, effective January 2020

In 2015, OFTC began meeting with area construction companies, the Associated General Contractors of Georgia, Heart of Georgia College and Career Academy CEOs, and area high school construction instructors to discuss the need of a construction management diploma program at OFTC. OFTC also conducted surveys with area high school students to determine interest in the program and with area contractors to determine the need for the program. The results of the surveys confirmed that there was a need and interest in the program in the service area. Georgia Governor Nathan Deal formed a task force in 2014 to research the talent needs and align the educational efforts of the construction industry in Georgia, and the long-range goal of the task

force is to double the number of students in construction program over the course of the next five years. In 2017, there were 200,000 construction employees in Georgia with over $18 billion contributed to Georgia's economy. The average US growth for carpentry fields is 10% by 2026, and the growth in Georgia is projected to grow 15% by 2024. Construction careers are projected to grow significantly faster in Georgia than the rest of the United States. There are no other colleges providing this program in our service delivery area. However, Central Georgia Technical College, which is adjacent to the service area offers the construction management program. The program will follow the TCSG state standards. The first year projected costs for the program at $107,000. However, the equipment and supplies of $30,000 will be funded through local and federal grants and local donations. The program will be temporarily housed at the Heart of Georgia Career Academy with no costs incurred by the college. The college expects an enrollment in the program of 15 students in year one and 75 students by year three.

Enrollment Projections:
Day Students Year 1: 15 Year 2: 30 Year 3: 50
Evening Students Year 1: 0 Year 2: 15 Year 3: 15

Oconee Fall Line Technical College - Degree program in Construction Management, CM13, 62 Credit Hours, effective January 2020

In 2015, Oconee Fall Line Technical College (OFTC) began meeting with area construction companies, the Associated General Contractors of Georgia, Heart of Georgia College and Career Academy CEOs, and area high school construction instructors to discuss the need of a construction management program associate of applied science degree program at OFTC. OFTC also conducted surveys with area high school students to determine interest in the program and with area contractors to determine the need for the program. The results of the surveys confirmed that there was a need and interest in the program in the service area. Georgia Governor Nathan Deal formed a task force in 2014 to research the talent needs and align the educational efforts of the construction industry in Georgia, and the long-range goal of the task force is to double the number of students in construction program over the course of the next five years. In 2017, there were 200,000 construction employees in Georgia with over $18 billion contributed to Georgia's economy. The average US growth for carpentry fields is 10% by 2026, and the growth in Georgia is projected to grow 15% by 2024. Construction

careers are projected to grow significantly faster in Georgia than the rest of the United States. There are no other colleges providing this program in our service delivery area. However, Central Georgia Technical College, which is adjacent to the service area offers the construction management program. The program will follow the TCSG state standards. The first year projected costs for the program at $107,000. However, the equipment and supplies of $30,000 will be funded through local and federal grants. The program will be temporarily housed at the Heart of Georgia Career Academy with no costs incurred by the college. The college expects an enrolled of 15 students in year one and 65 students by year three.

Enrollment Projections:
Day Students Year 1: 15 Year 2: 30 Year 3: 50
Evening Students Year 1: 0 Year 2: 15 Year 3: 15

Ogeechee Technical College - Diploma program in Cybersecurity, CY12, 46 Credit Hours, effective August 2019

Employment of Cybersecurity (Information Security Analysts) is projected to grow 28 percent from 2016 to 2026, much faster than the average for all occupations. Demand for information security analysts is expected to be very high. Cyberattacks have grown in frequency, and analysts will be needed to come up with innovative solutions to prevent hackers from stealing critical information or creating problems for computer networks. Employment of Cybersecurity analysts is projected to grow 56 percent in computer systems design and related services from 2016 to 2026. The increasing adoption of cloud services by small and medium-sized businesses and a rise in cybersecurity threats will create demand for managed security services providers in this industry. The median annual wage for Cybersecurity analysts was $95,510 in May 2017. The current number of U.S. cybersecurity job openings was up from 209,000 in 2015. At that time, job postings were already up 74 percent over the previous five years, according to a Peninsula Press analysis of numbers from the Bureau of Labor Statistics. The Cybersecurity diploma will help provide basic training in computer security, cybercrime, and maintaining a secure IT environment in the workplace.

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

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

Ogeechee Technical College - Degree program in Cybersecurity, CY13, 60 Credit Hours, effective August 2019

Employment of Cybersecurity (Information Security Analysts) is projected to grow 28 percent from 2016 to 2026, much faster than the average for all occupations. Demand for information security analysts is expected to be very high. Cyberattacks have grown in frequency, and analysts will be needed to come up with innovative solutions to prevent hackers from stealing critical information or creating problems for computer networks. Employment of Cybersecurity analysts is projected to grow 56 percent in computer systems design and related services from 2016 to 2026. The increasing adoption of cloud services by small and medium-sized businesses and a rise in cybersecurity threats will create demand for managed security services providers in this industry. The median annual wage for Cybersecurity analysts was $95,510 in May 2017. The current number of U.S. Cybersecurity job openings was up from 209,000 in 2015. At that time, job postings were already up 74 percent over the previous five years, according to a Peninsula Press analysis of numbers from the Bureau of Labor Statistics. The Cybersecurity degree will help provide basic training in computer security, cybercrime, and maintaining a secure IT environment in the workplace.

Enrollment Projections:
Day Students Year 1: 10 Year 2: 15 Year 3: 20
Evening Students Year 1: 0 Year 2: 0 Year 3: 0

Ogeechee Technical College - TCC program in Cybersecurity, IS81, 26 Credit Hours, effective August 2019

Employment of entry level Cybersecurity Support Specialists is projected to grow 11 percent from 2016 to 2026. Demand for information security analysts is expected to be very high. Cyberattacks have grown in frequency, and analysts will be needed to come up with innovative solutions to prevent hackers from stealing critical information or creating problems for computer networks. Employment of Cybersecurity analysts is projected to grow 56 percent in computer systems design and related services from 2016 to 2026. The increasing adoption of cloud services by small and medium-sized businesses and a rise in cybersecurity threats will create demand for managed security services providers in this industry.

The annual wage for entry level Cybersecurity support specialist was $30,550 to $50,210 in May 2017. The current number of U.S. cybersecurity job openings was up from 209,000 in 2015. At that time, job postings were already up 74 percent over the previous five years, according to a Peninsula Press analysis of numbers from the Bureau of Labor Statistics. The Cybersecurity TCC will help provide basic training in computer security, cybercrime, and maintaining a secure IT environment in the workplace.

Enrollment Projections:
Day Students Year 1: 10 Year 2: 15 Year 3: 20
Evening Students Year 1: 0 Year 2: 0 Year 3: 0

II.   Program Terminations

MOTION: The motion was made by Mr. Randall Fox to approve the program termination requests for February 2019. The motion was seconded by Mr. Joe Yarbrough. The board voted and the motion was unanimously approved.

<u>**Terminations of Degrees, Diplomas and Technical Certificates of Credit**</u>

Albany Technical College
Diploma program in Industrial Systems Technology (IST4), effective January 2020.
Diploma program in Carpentry (CA22), effective May 2020.
Degree program in Carpentry (CT33), effective March 2019.
Diploma program in Practical Nursing (PN14), effective May 2020.
Diploma program in Plumbing/Pipefitting Technology (PL12), effective January 2020.
Diploma program in Surgical Technology (ST12), effective January 2020.
Degree program in Industrial Systems Technology (IS13), effective January 2020.
TCC program in Certified Construction Worker (CCW1), effective May 2020.
TCC program in Programmable Control Technician I (PC81), effective January 2020.
TCC program in Industrial Fluid Power Technician (IF11), effective January 2020.
TCC program in Framing Carpenter (FC71), effective May 2020.
TCC program in Finish Carpenter (FC31), effective May 2020.
TCC program in Industrial Motor Control Technician (IM41), effective January 2020.

TCC program in Patient Care Assistant (PC21), effective May 2020.
TCC program in Site Layouts/Footings/Foundations (SL11), effective January 2020.

Atlanta Technical College
TCC program in Pipe Shielded Metal ARC Welding (PS21), effective March 2019.
TCC program in Culinary Nutrition Manager (CNG1), effective March 2019.

Columbus Technical College
TCC program in Game Development Specialist (GDS1), effective March 2019.
TCC program in Legal Administrative Assistant (LA11), effective March 2019.
TCC program in Therapeutic Massage Therapy (TM11), effective March 2019.

North Georgia Technical College
TCC program in Web Application Developer (IB71), effective March 2019.
TCC program in Industrial Pipefitting (IP11), effective March 2019.

Oconee Fall Line Technical College
TCC program in Certified Construction Worker (CCW1), effective March 2019.

Ogeechee Technical College
Diploma program in Radiology PACS Specialist (RPS4), effective March 2019.

Southeastern Technical College
TCC program in Computer Technician Specialist (CL71), effective March 2019.

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

MOTION: The motion was made by Mr. Randall Fox to approve program standards and revisions for February 2019. The motion was seconded by Mr. Chunk Newman. The board voted and the motion was unanimously approved.

State Board Standards and Revisions Summary for February 2019

Major Code	Program Name	Program Development	Award Level	Credit Hours
PMA2	Precision Manufacturing and Maintenance for GACATT	Standard	Diploma	57
FO11	Forensics	Atlanta	TCC	22
HVR1	Hybrid/Electric Vehicle Repair Technician	Augusta	TCC	20
LC21	Logistics Coordinator	Lanier	TCC	15
NA31	Nurse Aide	Lanier	TCC	10
SET1	Substation Engineering Technician	Lanier	TCC	17
SS21	Sustainable Small Farm and Agriculture Technician	Central Georgia	TCC	17
AB73	A.S. – General Studies	Central Georgia	Degree	60

That concluded the committee's report.

- **Adult Education**   **Ben Copeland**

Deputy Commissioner Todd, Assistant Commissioner Joe Dan Banker and Adult education staff gave the committee an update on a few items.

- **Instructional Services**
  - o The Local Program Performance Reports for the period of July 1 thru December 31 are slightly above where we were at this point last fiscal year. We are on track to meet our federally negotiated targets.
- **GED Testing Program**
  - o The GED graduates report is in the Dropbox
  - o New marketing efforts to stimulate growth in adult education classes.
- **Professional Development and Transition Resources (PD/TR)**
  - o 2019 EAGLE State Leadership Institute will be held March 11th-13th, 2019
- **Workforce development**
  - o The Office of Workforce Development is almost completely staffed. Our communications, special population, and grants management teams are complete.
- **WorkSource GA Academy**
  - o The WorkSource Georgia Academy is the training division of the Office of Workforce Development
  - o We are Developing a Help Desk to more quickly respond, process, and archive technical assistance and training
- **New Monitoring Schedule**
  - o We are in the process of transitioning the monitoring focus to be on the front end of activities to better support the Local Areas.

- **Other**
    - o We appear to be on track to spend all funds on time to preclude sending huge sums back to the Federal Government.

That concluded the committee's report.

- **External Affairs and Economic Development**   **Doug Carter**

QuickStart

- For the month of December 2018 and January 2019 there were 7 prospects for a potential of 3,629 jobs and 10 announcements for 3,243 new jobs.
- The 2019 Georgia Quail Hunt is going on this week.

Communications

- TCSG will continue to assist with digital marketing strategy for Coastal Pines, Lanier and Atlanta Tech. We will be working with Chattahoochee Tech and Georgia Piedmont Tech in the upcoming month on their digital marketing efforts.
- TCSG Communication team launched a month-long social media campaign for Adult Ed/GED
    - o Organic social media posts from TCSG, 22 colleges, various GED partners
    - o Posts are coordinated from TCSG every Monday
    - o Utilizing the 4 GED videos that have been "localized" with college and testing center logos
    - o Purpose: to generate awareness statewide using consistent messaging
- The TCSG Communication team is preparing for GOAL/RPA regional competitions
    - o South Region – Feb. 21 at Southern Regional Tech (Tifton)
    - o Central Region – Feb. 27 at Central Georgia Tech (Warner Robins)
    - o North Region – Mar. 5 at Lanier Tech (Hall County Campus)
- TCSG has advertisements in the following publications
    - o Atlanta Business Chronical Book of Lists
    - o Atlanta Business Chronical Education Guide
    - o Georgia Trend's Most Influential Georgians
        - ▪ Commissioner Arthur was featured
- We are preparing for the upcoming Eagle Conference March 11-13

External Affairs

- Neil Bitting has been very busy during this legislative session.
- The committee also received an update from Commissioner Arthur on his recent appropriation hearings.

Foundation

- Starting 2019 with a staff of 4: Juli Field, Executive Director, Diana Burns, Donor Stewardship Coordinator, Stacy Marshall, Administrative Assistant and Alice Jackson, Financial Analyst
- The TCSG Foundation allocated $30K across the 22 colleges in Last Mile Funds for Spring 2019 and will disburse another allotment in summer 2019 and again in fall 2019.
- The TCSG Foundation was able to allocate $800 to each college through a gift from the Jeannette Rankin Foundation to assist women students over the age of 25.
- The TCSG Foundation had a board meeting this week and voted in two new board members,
  - Dr. Ruth Bettandorff - Dr. Bettandorff has a long and distinguished career in Higher Education having served in faculty and administrative positions at Mississippi Universities Center, University of Mississippi, University of Louisville, Agnes Scott College, Kennesaw State University and University of Georgia. Her specialty is in lifelong learning/adult education with a focus on education of adult women.
  - Mr. Rick Douglas of Kia - Rick Douglas is the Senior Manager and Head of KMMG's Team Relations Department. He is charged with employee relations, internal and external communications, as well as public and government affairs for the company.

Economic Development

- We have purchased software to be used by all colleges in industrial training such as Amatrol and Tooling-U.
- Oracle for economic development will be piloted in two or three colleges.
- The first mobile welding lab is slated for arrival late February.

That concluded the committee's report.

- **Facilities and Real Estate**   **Chunk Newman**

I. Actions for Ratifications

MOTION: The motions was made by Mr. Chunk Newman to ratify the contracts and sublease agreements executed by the Commissioner between December 6, 2018 and February 7, 2019 for the technical colleges listed below at a cost not to exceed the amount stated. The motion was seconded by Mr. Joe Yarbrough. The board voted and the motion was unanimously approved.

A. **DISCUSSION:** The State Board granted the Commissioner the authority to make all decisions, purchases and enter into necessary contracts between the December 6, 2018 and February 7, 2019, State Board meetings. The following designated construction contracts were entered into by the Commissioner for the technical colleges listed below at a cost not to exceed the amount stated and are to be ratified at the February 7, 2019 State Board meeting.

College	Vendor	Vendor City	Amount
Athens Tech	Roof Management, Inc.	Norcross	$283,877.00
Columbus Tech	QT Contracting	Peachtree City	$314,862.00

II. 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 transaction. The motion was seconded by Mr. Doug Carter. The board voted and the motion was unanimously approved.

A. **Chattahoochee Tech** - 1.0 AC Easement to Georgia Power Company

DISCUSSION: Chattahoochee Technical College requests approval on the granting of a revocable license and a non-exclusive easement to the Georgia Power Company, for approximately 1.0 acres on the Paulding County Campus of Chattahoochee Technical College, for the realignment of Nathan Dean Boulevard.

III. 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 Mrs. Shirley Smith. The board voted and the motion was unanimously approved.

A. **Atlanta Tech** – $648,404.10 with Buildline, Inc.

DISCUSSION: Atlanta Technical College requests approval for the execution of a construction contract for a "Kitchen renovation" on the Main Campus of Atlanta Technical College, with Buildline, Inc, Alpharetta, GA, in the amount of $648,404.10, using MRR funds.

B. **Chattahoochee Tech** - $126,278.90 with Rick B General Contractor, LLC

DISCUSSION: Chattahoochee Technical College requests approval on the execution of a construction contract for "Restroom renovation" on the North Metro Campus of Chattahoochee Technical College, with Rick B General Contractor, LLC, Acworth, GA in the amount of $126,278.90, using local funds.

C. **North Georgia Tech** - $143,400.00 with Bone Dry Roofing Company

DISCUSSION: North Georgia Technical College requests approval for the execution of a construction contract for the "Cy Grant Gymnasium roof replacement" on the Main Campus of North Georgia Technical College, with Bone Dry Roofing Company, Bogart, GA in the amount of $143,400.00, using MRR funds.

That concluded the committee's report.

- **Governance, Compliance and Audit**   **Joe Yarbrough**

I. **Policy Revisions**

MOTION: The motion was made by Mr. Joe Yarbrough to approve recommended revision to Admissions Policy 6.2.1. The motion was seconded by Mr. Buzz Law. The board voted and the motion was unanimously approved.

DISCUSSION: There is a need to clarify the separation of college admission and program admission. Furthermore, college presidents have approved multiple measures to assess program readiness. Both changes will improve the customer experience of students, and hopefully increase enrollment. The policy has been on the table for review since the last State Board Meeting.

POLICY: 6.2.1. (V. B.)
Admissions

Revised:	Pending State Board Approval; December 6, 2012**;** February 3, 2011; November 9, 2010; March 4, 2010; September 4, 2008; June 1, 2006; August 25, 2003; September 25, 2001; June 18, 2001; July 1995; March 1995; January 1992
Last Reviewed:	October 30, 2017
Adopted:	August 3, 1989

POLICY:

Colleges shall be open to individuals who are seeking post-secondary education. Admission to specific programs will consider a student's readiness to ensure students reach their maximum potential consistent with the academic standards applicable to the program. ~~Admission to a Technical College System of Georgia (TCSG) college is a multi-step process which consists of evaluation of prior academic experience and assessment for postsecondary readiness of eligible applicants. The ability of a student to succeed in a program at a Technical College is greatly determined by the math and language skills possessed by that student. The Technical College System of Georgia is committed to assisting each student to achieve at their maximum potential. All students applying for diploma, degree, and certificate programs must be assessed prior to acceptance to a program of study at a Technical College. Students will then be admitted in accordance with the academic standards applicable to that program.~~

In accordance with the Statement of Equal Opportunity, the System and its constituent Technical Colleges will not discriminate in admissions.

RELATED AUTHORITY:
O.C.G.A. § 20-4-11 – Powers of the Board
O.C.G.A. § 20-4-14 – TCSG Powers and Duties
O.C.G.A. § 20-2-690
~~TCSG Procedure:~~ 6.2.1p1. Admissions
~~TCSG Procedure:~~ 6.2.1p2. Assessment
~~TCSG Procedure:~~ 6.2.2p. Residency
~~Attachment: 6.2.1p.a1.~~ Accreditation Agencies List

II.   Policy Revision

MOTION: The motion was made by Mr. Joe Yarbrough to approve recommended revision to Purchasing Policy 3.1.16. The motion was seconded by Judge Richard Porter. The board voted and the motion was unanimously approved.

DISCUSSION: This policy is being revised to exempt purchases made with funds governed by State Workforce Development Board from the TCSG State Board policy requiring approval for purchases over $125,000. This is consistent with state and federal laws establishing governance of the grants under Workforce Innovation and Opportunity Act. The policy has been on the table for review since the last State Board Meeting.

POLICY: 3.1.16. (II. B.)
Purchasing

Revised:	Pending State Board Approval; May 2, 2103; November 1, 2011; May 4, 2006; September 25, 2001
Last Reviewed:	May 2, 2013
Adopted:	March 18, 2001

POLICY:

In accordance with Georgia law (O.C.G.A. § 50-5-50 et seq.), all purchases made by the System or its technical colleges shall conform to all purchasing laws and all purchasing rules or procedures established by the System and/or the Department of Administrative Services.

The System has unlimited delegated authority from the Department of Administrative Services to directly purchase goods and services and a delegated authority up to $1 million to conduct Request for Proposals.

The State Board must approve any purchase valued at $125,000 or more, with the exception of any purchase of goods and services procured using funds that are subject to the governance of the State Workforce Development Board.
If a proposed purchase exceeds $100,000 and is for non-exempt goods and services related to technology, as that term is defined at O.C.G.A. § 50-25-1 then such purchases shall be approved by the Agency CIO who will notify the Georgia Technology Authority ~~as~~ if required.

RELATED AUTHORITY:

Georgia's State purchasing laws,
O.C.G.A. 34-14-1

O.C.G.A § 50-5-50 et seq.
See O.C.G.A. § 50-25-1 for Definition of "Technology"
The Department of Administrative Services' Purchasing Regulations
Procedure: 3.1.16p1. Purchasing Bond-Funded Goods and Services
Procedure: 3.1.16p2. Purchasing Non-Bond-Funded Goods and Services

III.   Local Board Member Appointments

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

IV.   Other Business

- Penni Haberly and Linda Osborne-Smith briefed the committee on the results of this year's state audits of college financial aid programs. Five colleges had audits.
- Two of the five audits have been completed: Athens Technical College and Chattahoochee Technical College. The committee is happy to report that these colleges had no findings at all.
- The System Office staff are assisting the remaining colleges in responding to the findings at the other colleges.
- Penni Haberly will be emailing the official audit reports to all Board Members once they are issued by the State Auditor.
- Mr. Yarbrough added that he believes this success is a testament to the process that the System Office has implemented in conducting internal risk reviews as well as the commitment of the college presidents and their staff to correct any deficiencies prior to the state audit. He is joined by the Board in saying Thank you for all the staff at TCSG, all the staff at the colleges and the College Presidents do on a regular basis.
- The TCSG Student Affairs team has hired two system Financial Aid compliance staff. They will be working to provide technical assistance to colleges to ensure compliance with Title IV regulations.

That concluded the committee's report.

- **Operations, Finance, and Planning**   **Tim Williams**

I. **New Expenditure Items for February**

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 system office and technical colleges listed below at a cost not to exceed the amounts stated. The motion was seconded by Mr. Joe Yarbrough. The board voted and the motion was unanimously approved.

1. **TCSG/Econ.Dev. –** Purchase of Amatrol Software from Technical Training Aids for unlimited access to Amatrol Advanced Manufacturing e-learning library for all TCSG colleges; cost $300,000.00. *State funds are available for this expenditure.*

    Discussion: 20 technical colleges currently use Amatrol Hardware Learning Systems in various industrial/mechanical programs at the colleges. Amatrol learning systems include student curriculum & instructor's guides, which can be used in either a self-paced or lecture-lab environment. Over several years the colleges have built their industrial/mechanical training labs with Amatrol Learning Systems. The e-learning is an extensive online technical library curricula that works in conjunction with the Amatrol hardware learning systems. It is TCSG's goal to standardize the e-learning platform across the system so that each technical college will be utilizing a standardized approach to training.

2. **Georgia Northwestern Technical College –** Cisco Telepresence video equipment from Converge One for two campus locations; cost $153,090.00. *Federal grant funds are available for this expenditure.*

    Discussion: GNTC has received a Strengthening Institutions Program federal grant. Part of the purpose of the grant is to allow the college to teach more classes on smaller campuses. The college will do this thru establishing classrooms with telepresence video systems.   The class will be taught at one location and there will be another location that will be fully integrated. This equipment will be used at the Gordon County ($90,820) and Walker County ($51,270) campus locations. Additional grant funds will be available in future years to expand the program.

3. **Gwinnett Technical College –** 150 OptiPlex desktop computers and 150 monitors from Dell EMC to replace obsolete equipment; cost $129,300.00. *Obsolete equipment bond funds are available for this expenditure.*

    Discussion: Computer equipment is needed to replace obsolete equipment in student classrooms. Adequate computer hardware/ software are essential to the delivery of information in today's colleges to the efficient management

of those institutions. Rapid changes in technology require that a well-managed college have a systematic plan for upgrading/replacing computers, peripherals, and other technologies to ensure that it offers access to the most basic services. Equipment up for replacement are 7+ years of age and unable to effectively run many of the software packages required for instruction today.

4. **West Georgia Technical College –** Precision Manufacturing learning systems from Technical Training Aids for Advanced Manufacturing/Maintenance Program; cost $197,428.00. ***World Class bond funds are available for this expenditure.***

   Discussion: The Advanced Manufacturing/Maintenance Program at WGTC requires several specific training platforms with specified equipment/components in order to fully meet the curriculum standards and to adequately prepare students for the workforce. Amatrol learning systems include student curriculum and instructor guides, which can be used in either a self-paced or lecture-lab environment. Only Amatrol-branded curriculum can guarantee full compatibility of hands-on skills and objectives with Amatrol learning systems.

II. <u>Expenditure Items for Ratification (December & January)</u>

MOTION: The motion was made by Mr. Tim Williams for the State Board to ratify all decisions, purchases, and contracts made by the Commissioner for requests submitted by the system office and technical colleges between the December 2018 and February 2019 State Board meetings. Authority was granted to the Commissioner at the December meeting for approval of such requests at a cost not to exceed the amounts stated. The motion was seconded by Mrs. Shan Cooper. The board voted and the motion was unanimously approved.

1. **TCSG/Student Affairs –** Agreement between Blackboard and TCSG for the purchase of Blackboard's technology bundle to provide financial aid support to 3 technical colleges -- Georgia Piedmont ($146,750), Savannah ($59,996), and South Georgia ($23,831); total cost $230,576.00. ***State funds are available for this expenditure.***

   Discussion: In FY2018, TCSG established an Open Agency Contract on behalf of Student Services for various components for Financial Aid support for the 22 technical colleges. The agency contract consists of software components for Financial Aid, Student Accounts, Records, and Registration. This agreement will authorize the purchase of virtualized inbound operational support from

Blackboard for 3 technical colleges (Georgia Piedmont, Savannah, & South Georgia) for access to information regarding general and personalized financial aid inquires. Cost per college is based on FTE's and components of the technology package chosen by the college.

2. **Atlanta Technical College –** 186 computer tower workstations with monitors, and 70 laptops from Dell EMC to replace obsolete equipment; cost $359,728.00. *State funds are available for this expenditure*.

   Discussion: Computer/laptop equipment is needed to replace obsolete equipment for students in the Health/Public Safety and Business/Public Service Technologies programs on the campus. Adequate computer hardware/software are essential to the delivery of information in today's colleges to the efficient management of those institutions. Rapid changes in technology require that a well-managed college have a systematic plan for upgrading/replacing computers, peripherals, and other technologies to ensure that it offers access to the most basic services. Equipment up for replacement has not been replaced in nearly 10 years.

3. **Augusta Technical College –** Cisco core network switches from Cpak Technology Solutions to replace outdated equipment; cost $329,432.00. *State funds are available for this expenditure*.

   Discussion: Cisco core network switches are needed to replace obsolete network equipment. In addition to ensuring stability of the network infrastructure thru-out the campus, this equipment will enhance and improve digital instructional access and internet bandwidth for the students. It will also increase Wi-Fi coverage in the classrooms.

4. **Oconee Fall Line Technical College –** 61 Interactive ViewBoards from Unified Technology Systems for classroom instruction; cost $436,091.00. *Obsolete equipment bond and federal grant funds are available for this expenditure.*

   Discussion: This purchase is to replace all existing technology in the classrooms on all campus locations for the college. The Smartboards on the Dublin campus are over 10 years old and are no longer fully functioning. 39 of the interactive boards will replace existing equipment at the Dublin campus, while 18 will go to Sandersville, and 2 each to Jefferson and Telfair counties. Multiple funding sources are available for this purchase including PBI Formula/PBI competitive grants, obsolete equipment bond funds, Jefferson County EMC grant, and Perkins funding.

That concluded the committee's report.

- **<u>Executive Committee</u>**   **Chair Anne Kaiser**

Madam Chair Kaiser thanked the committees for their reports.

She stated that the Commissioner gave the committee a Legislative update. We appreciate all the hard work he is doing at the Capitol to make sure everyone know about the excellent work TCSG is doing for Georgia.

We also discussed the challenges our colleges are facing keeping regarding retention of our talented facility. As we continue to move forward this year we will look for options to make sure that TCSG has access to the best teachers for our students and our future workforce.

That concluded the committee's report.

V.   **<u>OTHER BUSINESS</u>**   **Chair Anne Kaiser**

Madam Chair Kaiser thanked everyone for attending the meeting.

The next State Board meeting will be Wednesday, March 13, 2019 the Renaissance Waverly in Atlanta. The meeting will coincide with the TCSG EAGLE program. We look forward to learning about our Adult Education programs in March at the board meeting and Workforce Development at our April meeting. She thanked Commissioner Arthur for his remarks during the General Session. She reminded everyone to file their Financial Disclosure with the Ethics and Campaign Finance Commission. Madam Chair Kaiser hoped everyone would stay for lunch and if there was no further business for the board to discuss she asked for a motion to adjourn.

That concluded Madam Chair's comments.

VI. **<u>ADJOURN</u>**   **Chair Anne Kaiser**

Motion was made by Vice Chair Doug Carter to adjourn the February 7, 2019 State Board Meeting of the Technical College System of Georgia at 11:44 a.m. Motion was seconded by Mr. Joe Yarbrough and passed State Board approval unanimously. Meeting stood adjourned.