



# STATE BOARD GENERAL SESSION

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

## EXTENDED AGENDA

Thursday, April 2, 2020  
11:00 a.m.

System Office (Teleconference)  
1800 Century Place, 2<sup>nd</sup> Floor  
Atlanta, GA 30345

Absent: Randall Fox, Anne Kaiser, Chunk Newman, Phil Sutton, Baoky Vu

- I. **WELCOME AND CALL TO ORDER** **Chairman Doug Carter**
  
- II. **CHAIR'S COMMENTS** **Chairman Doug Carter**
  - Approval of the March 11, 2020 Minutes
  
- III. **COMMISSIONER'S COMMENTS** **Commissioner Greg Dozier**
  
- IV. **COMMITTEE REPORTS** **COMMITTEE CHAIRS**
  - **Academic Affairs** **Lynn Cornett**
    - I. **Approval of Commissioner Authorization**

**Motion** is made for the State Board to authorize the Commissioner to approve all programs, program terminations and program standards and revisions that would otherwise require Board approval from today's date until the date of the first board meeting following the declared state of emergency. Such approvals will be reviewed for ratification by the Board at their earliest regular meeting after the state of emergency has been lifted.



## II. Approval of Degrees, Diplomas and TCC

**Motion** is made that the college requests listed below to offer the degrees, diplomas and TCC programs be approved effective the semester specified for each request. Any fiscal requirements to begin this programs must be approved through the standard budget approval process.

### **Discussion:**

**Columbus Technical College** - TCC program in Appliance Kitchen, AK11, 12 Credit Hours, effective August 2020.

The Appliance Kitchen technical certificate of credit will prepare students to be an entry level technician to service and repair residential and commercial kitchen appliances. Since the Major Appliance Repair program is the only program available in the state we may serve our local and state community needs in appliance repair. The Kitchen appliance is a specialized field with focus on kitchen only; however, this certificate is also embedded within the diploma. The demand for service technicians is high due to the increased products and existing technicians retiring from field.

Enrollment Projections:

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

Evening Students Year 1: 7 Year 2: 12 Year 3: 15

**Columbus Technical College** - TCC program in Appliance Laundry, AV71, 9 Credit Hours, effective August 2020.

The Appliance Laundry technical certificate of credit will prepare students to be an entry level technician on the service and repair of residential and commercial laundry repair appliances. Since the Major Appliance Repair program is the only program available in the state, we may serve our local and statewide community needs in Appliance Laundry repairs. The Appliance Laundry certificate is a specialized field with focus on laundry only; however, this certificate is also embedded within the diploma. The demand for service technicians is high due to the increased products and existing technicians retiring from field.

Enrollment Projections:

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

Evening Students Year 1: 7 Year 2: 12 Year 3: 15



**Columbus Technical College** - TCC program in Appliance Refrigeration, AR31, 13 Credit Hours, effective August 2020.

The Appliance Refrigeration technical certificate of credit will prepare students to be an entry level technician to service and repair residential and commercial refrigeration appliances. Since the Major Appliance Repair program is the only program available in the state we may serve our local and state community needs in appliance repair. The Appliance Refrigeration is a specialized field with focus on refrigeration only; however, this certificate is also embedded within the Major Appliance Technology diploma. The demand for service technicians is high due to the increase in refrigeration products and existing technicians retiring from the services repair fields.

Enrollment Projections:

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

Evening Students Year 1: 7 Year 2: 12 Year 3: 15

**Columbus Technical College** - TCC program in Barbering for Cosmetologists, BF21, 21 Credit Hours, effective May 2020.

The Barbering for Cosmetologists Technical Certificate of Credit will meet the demand for Cosmetologists to train on shaving and extend their knowledge of haircuts. While the number of Cosmetologists is above average the demand for Barbers continues to rise. The BF21 Barbering for Cosmetologists certificate will help increase the Barber Master License holders in our community. The Barbering program is already established with equipment and an asset in our Cosmetology department.

Enrollment Projections:

Day Students Year 1: 12 Year 2: 15 Year 3: 20

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

**Columbus Technical College** - TCC program in Computer Hardware and Network Technician Certification, CHA1, 36 Credit Hours, effective May 2020.

The Computer Hardware and Network Technician Certificate program is aligned with the existing CIS programs in progress at Columbus Technical College. No new faculty or office space is needed which is why the financial section reflects minimal cost. This program can meet dual enrollment educational needs and help current IT professionals in the workforce pursue the A+ certification.

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 Early Childhood Exceptionalities, EC41, 11 Credit Hours, effective May 2020.

Columbus Technical College would like to offer this program as an extension to the thriving Early Childhood Care and Education program already offered on campus. The college would like to offer this certificate to local high schools for dual enrollment purposes and to GED graduates that choose to further their education. Employment of childcare workers is projected to grow 2 percent from 2018 to 2028, slower than the average for all occupations. Parents or guardians who work will continue to need the assistance of childcare workers. In addition, the demand for preschools and childcare facilities, and consequently childcare workers, should remain strong because early childhood education is widely recognized as important for a child's intellectual and emotional development. The college will not absorb any additional cost for faculty or office space.

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** - Degree program in Major Appliance Technology, MAT3, 69 Credit Hours, effective August 2020.

The Major Appliance Technology degree program will prepare graduates to advance in the appliance service on the service and repair of residential and commercial appliances. Since the Major Appliance Technology program is the only program available in the state, we can serve our local and statewide community needs in major appliance repairs for residential and commercial. This program will focus on the general education courses in addition to the Major Appliance diplomas course offerings. The demand for service technicians is high due to the increased products and existing technicians retiring from field.

Enrollment Projections:

Day Students Year 1: 7 Year 2: 12 Year 3: 15  
Evening Students Year 1: 5 Year 2: 7 Year 3: 10

**Columbus Technical College** - TCC program in Mechatronics Specialist, AM11, 11 Credit Hours, effective August 2020.

The Mechatronics Specialist is an entry level Technical Certificate of Credit designed to give students the basic troubleshooting skill sets needed to start as



an entry level technician. The certificate is the foundation to the Mechatronics Technology diploma or degree programs. According to the Bureau of Labor Statistics for Georgia the hourly mean wage is \$33.02 for a (Electro-Mechanical) technician with an annual salary of \$68,690. The return of manufacturing and the high demand of skilled Mechatronic Technicians is in high demand. The AM11 Mechatronics Specialist competencies will aid in the development of a technicians troubleshooting skills.

Enrollment Projections:

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

Evening Students Year 1: 7 Year 2: 10 Year 3: 13

**Columbus Technical College** - TCC program in NCCER Basic Masonry, BM71, 11 Credit Hours, effective August 2020.

In addition to local increased demand from our construction, builders and Great Columbus Home Builders Association, the increase in demand for Masons continues to increase due to the high demand in new construction, renovations and construction projects in our service area. According to the Bureau of Labor statistics, the "Employment of masonry workers is projected to grow 11 percent from 2018 to 2028, much faster than the average for all occupations. Population growth will result in the construction of more schools, hospitals, homes, and other buildings. Workers with experience in construction should have the best job opportunities". Columbus Technical College is the only college within a fifty-mile radius that offers Carpentry/Construction type programs. Although the high schools have a construction pathway we plan to partner with a dual enrollment for the BM71 Basic Masonry certificate. In fact, the program enrollment estimates were based on dual enrollment for day time students. The total enrollment was calculated with a 20% increase in year two and a 25% increase for year three. The costs for equipment and tools for year-one is \$21359.00 plus \$5000.00 for supplies. Next, year-two costs include \$2039.00 for equipment plus \$4500.00 for supplies. Lastly, costs for equipment in year-three is estimated at \$1500.00 and supplies totaling \$4500.

Enrollment Projections:

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

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

**Columbus Technical College** - TCC program in Web Site Designer, IS41, 24 Credit Hours, effective August 2020.



Columbus Technical College would like to adopt this curriculum to add diversity to the existing CIS programs offered. Educational requirements for web developers vary with the setting they work in and the type of work they do. Requirements range from a high school diploma to a bachelor's degree. Employment of web developers is projected to grow 13 percent from 2018 to 2028, much faster than the average for all occupations. Demand will be driven by the growing popularity of mobile devices and ecommerce. According to ziprecruiter.com entry level web designer jobs can yield \$28K-\$65K per year. This program will not be costly to implement because it is not a significant departure from the programs already offered. A prospectus for SACSCOC will not be needed and a qualified faculty member is already employed with the college.

Enrollment Projections:

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

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

**North Georgia Technical College** - TCC program in Hospitality Industry Associate, HIA1, 16 Credit Hours, effective August 2020.

The Hospitality Industry Associate Certificate program is needed to accommodate the workforce demands associated with the vast hotel, restaurant and tourism industries within our service area. Coursework in this program includes an introduction to the hospitality industry environment, customer-service skills, technology of services, food safety, and personal effectiveness. No other colleges within our service area currently provide this program. The Hospitality Industry Associate Certificate will follow state standards, is institutionally developed by Columbus Technical College, and meets State Board and general program standard requirements for its award level. No additional costs are associated with the implementation of this certificate. Enrollment expectations include 10 students the first year, 15 students the second year with an increase of 20 students 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

**North Georgia Technical College** - Degree program in Precision Machining and Manufacturing, MT13, 66 Credit Hours, effective August 2020.

Currently NGTC does not offer a degree in Machine Tool/CNC Technology, only a diploma. The Precision Machining and Manufacturing degree will help students further their career in this area. There are no colleges in our service area that offer this program. This program will follow state standards and meet State



Board and general program standard requirements at its award level. There will be no additional costs as we have the equipment needed for this program. With the growth of manufacturing facilities, expected enrollment for the first year is 10 increasing to 20 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

### III. Approval for Program Standards and Revisions

**Motion** is made to approve program standards and revisions for April 2020.

| Major Code | Program Name                    | Program Development | Award Level | Credit Hours |
|------------|---------------------------------|---------------------|-------------|--------------|
| MAT4       | Major Appliance Technology      | Columbus            | Diploma     | 57           |
| OTA3       | Occupational Therapy Assistant  | Standard            | Degree      | 73           |
| CJA3       | A. S. - Criminal Justice        | Gwinnett            | Degree      | 65           |
| AV11       | Advanced Videographer           | Chattahoochee       | TCC         | 20           |
| AQ71       | Appliance Apprentice Technician | Columbus            | TCC         | 14           |
| AK11       | Appliance Kitchen               | Columbus            | TCC         | 12           |
| AV71       | Appliance Laundry               | Columbus            | TCC         | 9            |
| AR31       | Appliance Refrigeration         | Columbus            | TCC         | 13           |
| MAT3       | Major Appliance Technology      | Columbus            | Degree      | 69           |



|      |                                      |                 |         |    |
|------|--------------------------------------|-----------------|---------|----|
| DEF1 | Diesel Equipment Fundamentals        | Central Georgia | TCC     | 13 |
| FT11 | Film Technician                      | Chattahoochee   | TCC     | 12 |
| FAV3 | Film and Video Production Technology | Chattahoochee   | Degree  | 60 |
| FAV2 | Film and Video Production Technology | Chattahoochee   | Diploma | 43 |
| GS11 | Graphics Specialist                  | Chattahoochee   | TCC     | 16 |
| PR31 | Pre-Nursing                          | Central Georgia | TCC     | 16 |
| SP21 | Studio Production Technician         | Chattahoochee   | TCC     | 11 |

• **Facilities and Real Estate**

**Ben Bryant**

**Approval of Construction Contracts**

**MOTION** is made to authorize the Commissioner to execute the construction contracts listed below at a cost not to exceed the amount stated for each request.

**A. Augusta Tech - \$416,000.00 with Contract Management, Inc.**

DISCUSSION: Augusta Technical College requests approval on the execution of a construction contract for "Building 400 and Building 900 Refurbishment" on the Main Campus of Augusta Technical College, with Contract Management, Inc., Augusta, GA, in the amount of \$416,000.00, using local funds.

**B. Ogeechee Tech - \$536,604.00 with Y-Delta, Inc.**

DISCUSSION: Ogeechee Technical College requests approval on the execution of a construction contract for "Library Renovation and Expansion" on the Main Campus of Ogeechee Technical College, with Y-Delta, Inc., Statesboro, GA, in the amount of \$536,604.00, using local funds.





• **Governance, Compliance and Audit**

**Joe Yarbrough**

**Motion** is made to approve recommended revisions to Policy 2.1.1. Statement of Equal Opportunity.

DISCUSSION: The policy needs to be revised to reflect the repeal of the “Workforce Investment Act of 1998” and replacement with the “Workforce Innovation and Opportunity Act (WIOA)”; which in addition to the other laws listed, prohibits unlawful discrimination and retaliation.

Other formatting/non-substantive changes include:

- Moved list of non-discrimination/retaliation laws from the body of the policy/procedure to “Related Authority” Section
- Transferred the provision regarding development/reporting of Affirmative Action Plans from general Policy statement to the more detailed procedural requirements
- Added Board directive to the Commissioner to develop procedures to implement the policy (this was located in the accompanying procedure)

## **POLICY: 2.1.1.** (I.B; III.A; V.A) **Statement of Equal Opportunity**

**Revised:** [March State Board Meeting](#), January 5, 2018; May 5, 2016; September 6, 2012, February 1, 2007, June 1, 2006, January 17, 2001, February 3, 1994

**Last Reviewed:** September 3, 2019

**Adopted:** July 7, 1988



### **POLICY:**

The Technical College System of Georgia and its constituent technical colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all TCSG and technical college-administered programs, federally financed programs, educational programs and activities involving admissions, scholarships and loans,



student life and athletics. It also applies to the recruitment and employment of personnel and the contracting for goods and services.

~~All work and campus environments shall be free from unlawful forms of discrimination, harassment and retaliation. TCSG and the technical colleges are expected to promote the full realization of equal opportunity through affirmative and continuing practices, as outlined under Title IX of the Educational Amendments of 1972, Title VI and Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act of 1967, as amended, Executive Order 11246, as amended, the Vietnam Era Veteran's Readjustment Act of 1974, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990, as amended, the Equal Pay Act, Lilly Ledbetter Fair Pay Act of 2009, the Georgia Fair Employment Act of 1978, as amended, the Immigration Reform and Control Act of 1986, the Genetic Information Nondiscrimination Act of 2008, the Workforce Investment Act of 1998 and other related mandates under TCSG Policy, federal or state statutes.~~

~~The Commissioner shall develop procedures for implementing this policy and for addressing employee and student complaints of unlawful discrimination for all work units and colleges. TCSG and the technical colleges are expected to promote the full realization of equal opportunity through affirmative and continuing practices as mandated by federal compliance guidelines. TCSG and each technical college shall develop Affirmative Action Plans based on federal guidelines to ensure compliance with applicable mandates. Each is required to report and monitor Affirmative Action Plan data as directed by federal compliance guidelines.~~

#### **RELATED AUTHORITY:**

O.C.G.A. § 20-4-11 – Powers of the Board  
O.C.G.A. § 20-4-14 – TCSG Powers and Duties  
Title IX of the Educational Amendments of 1972  
Title VI and Title VII of the Civil Rights Act of 1964, as amended  
Age Discrimination in Employment Act of 1967, as amended  
Executive Order 11246, as amended  
Vietnam Era Veteran's Readjustment Act of 1974, as amended  
Section 504 of the Rehabilitation Act of 1973, as amended  
Americans With Disabilities Act of 1990, as amended  
Equal Pay Act  
Lilly Ledbetter Fair Pay Act of 2009  
Georgia Fair Employment Practices Act of 1978, as amended  
Immigration Reform and Control Act of 1986  
Genetic Information Nondiscrimination Act of 2008  
Workforce Innovation and Opportunity Act (WIOA) of 2014

- **Operations, Finance, and Planning**

**Tim Williams**

#### **Commissioner Authorization Motion – State of Emergency**

**MOTION:** The motion is made for the State Board to authorize the Commissioner to



make all decisions, purchases and enter into necessary contracts for the system office and technical colleges that would otherwise require Board approval from today's date until the date of the first board meeting following the declared state of emergency. Such decisions, purchases and contracts will be reviewed for ratification by the Board at their earliest regular meeting after the state of emergency has been lifted.

## II. Expenditure Requests

**MOTION:** The motion is made 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.

1. **TCSG/Student Affairs** – Request to renew agreement with EverFi, Inc. for FY2021 for the purchase of an online training/education platform to provide education/prevention services to students enrolled in the 22 TCSG colleges. Education/training will focus on sexual violence/assault as well as drug/alcohol abuse; cost \$258,596.00. **State funds are available for this expenditure.**

*Discussion:* EverFi provides online platform services to support the TCSG colleges in their endeavor to comply with federal regulation and legislation specific to sexual assault/violence, alcohol and other drug use. This program will allow colleges to educate students about sexual assault/violence as well as drug/alcohol abuse with the key being "prevention". This is a federal requirement for all institutions receiving Title IV aid. This product is unique in that it provides interactive exercises designed to motivate behavior change by modeling positive behaviors, providing a toolkit of strategies, and building student self-efficacy. Real-life scenarios allow students to practice new skills, see results and receive feedback in a safe environment. Another service under this agreement is inclusive in the EverFi Coalition and provides TCSG with consultative services on alcohol abuse and sexual assault/violence prevention. This agreement is valid from July 1, 2020 - June 30, 2021.

2. **Athens Technical College** – 500 Lenovo ThinkCentre computers and 500 Lenovo ThinkVision monitors from CDW-G for all campus locations; cost \$506,300.00. **Local funds and obsolete equipment bond funds are available for this expenditure.**



*Discussion:* Computer equipment is needed in student labs and faculty/staff offices at all Athens Tech campus locations to replace older/out-of-date equipment that is no longer supported. This purchase will enable the college to maintain the normal cycle in their replacement plan for computer equipment. Adequate computer hardware/software is essential to the delivery of information in today's colleges to the efficient management of those institutions.

**3-4. Coastal Pines Technical College; total cost \$1,006,984.00 – FFE bond funds are available for these expenditures.**

- 3)** Various network infrastructure and virtualization software from Byteworks, LLC, including support equipment for the server room/data room for the new building at the Camden County campus location; cost \$322,693.00.

*Discussion:* Network infrastructure and support equipment including various Cisco and Cisco Meraki equipment is needed to host/interconnect computers and other networked devices in the new building in Kingsland, Georgia. This equipment will improve the college's ability to more quickly and efficiently manage and protect the network. This equipment will also enable the network at this site to connect to the existing network at the Waycross location. Included in the purchase are various network switches and Gbit ports, wireless access points, Cisco server management software, and VoIP phones.

- 4)** 558 Dell computers, monitors and accessories from Dell Marketing for classrooms/offices in new building at Camden County campus location; cost \$684,291.00.

*Discussion:* This request is to purchase computer equipment to be installed in classrooms and offices in the new building located at the Camden County campus in Kingsland, Georgia for use by students, faculty, and staff. There are four different computers for general use, staff, high performance and CAD users.

• **Executive Committee**

**Chairman Doug Carter**

No Motions

**V. OTHER BUSINESS**

**Chairman Doug Carter**

The next TCSG State Board meeting is scheduled for Thursday, May 7, 2020 at the TCSG System Office.



Please note the June 4, 2020 State Board meeting has been moved back to the TCSG System Office and will follow the normal meeting schedule.

**VI. ADJOURN**

**Chairman Doug Carter**

**Motion is made to adjourn the April 2, 2020 State Board Meeting of the Technical College System of Georgia at 11:41am.**