

**OGEECHEE TECHNICAL COLLEGE  
BOARD OF DIRECTORS MEETING**

Joe Kennedy Boardroom  
August 17, 2022 | 9:00 a.m.

**MEMBERS PRESENT:** Mark Anderson, Carolyn Ethridge, Dr. Barbara Golden, Tammi Hall, Caughey Hearn, Bobby Jones, Stephen Pennington, Micheal Summers, and Grace Waits.

**MEMBERS ABSENT:** Yolanda Tremble

**STAFF PRESENT:** Jeff Davis, Michelle Davis, Lori Durden, Dr. Ryan Foley, Eyvonne Hart, Karen Mobley, Jan Moore, and Dr. Brandy Taylor

**STAFF ABSENT:** None

**CALL TO ORDER:** Pursuant to the date and location stated above, Mark Anderson, Chair, called the meeting to order at 9:00 a.m.

**INVOCATION:** Bobby Jones gave the invocation.

**REVIEW OF AGENDA:** Upon a motion by B. Jones, seconded by M. Summers; all in favor; none opposed; the Board accepted the agenda as presented.

**REVIEW OF MINUTES:** Upon a motion by G. Waits, seconded by B. Jones; all in favor; none opposed; the Board accepted the minutes of May 18, 2022 Local Board of Directors as presented.

**REVIEW OF STATE BOARD AGENDA/MINUTES:**

There was no mention of Ogeechee Technical College during the June State Board meeting.

**COMMITTEE REPORTS**

**ACADEMIC AFFAIRS: Tammi Hall**

**Program Highlights**

- 21 students in the Practical Nursing program at Ogeechee Technical College received their pins in an annual pinning ceremony held at 4:00 pm on Monday, July 26 in the Joseph E. Kennedy Auditorium.
- 14 students in the Dental Assisting program at Ogeechee Technical College received their pins in an annual ceremony held at 6:30 pm in the Joseph E. Kennedy Auditorium on Thursday, July 21.

**New Faculty Members**

- **Usman Ahmadu:** Usman comes to us from Greater Lawrence Technical School in Massachusetts. He received his Bachelor's of Science in Manufacturing Engineering from Jacksonville State University. He is teaching our Manufacturing Engineering Technology program.
- **Stephanie Lindamood:** Stephanie comes to us from East Georgia Regional Medical Center. She is a Nurse Practitioner and graduated from Georgia Southern University. She is teaching in our Practical Nursing program.
- **Courtney Reed:** Courtney comes to us from East Georgia Regional Medical Center where she will continue to be PRN. She completed her Master of Science in Nursing from The University of Alabama with a Family Nurse Practitioner Concentration. Courtney is teaching degree level Anatomy and Physiology in our Health Science Core program.

- **Izell Scott:** Izell comes to us from us! Izell has been a part of Administrative Services for several years and recently received his Master of Science in Information Technology from Georgia Southern. He has also been an adjunct with us for several semesters. He is teaching in our Information Technology Professional program.

#### **STUDENT AFFAIRS: Micheal Summers**

- **Fall Semester Enrollment -**
  - Pre-enrollment snapshot as of last week (8/10) – 2,090 registered, which is -3.6% from FY2022 End of Semester (EOS).
  - As a whole, fall enrollment is down but we continue to enroll students. Current enrollment is 2174 (2211 Goal).
  - Enrollment will fluctuate during the first few weeks of class as students drop/add courses.
- **Student Activities -**
  - **Welcome Week** - We officially start Fall Semester 2022 next Monday! We are kicking it off with our Welcome Week activities. We travel to every building during the week and provide a lot of information about resources available to students. We also have prizes and swag items that we are giving away. It is always a popular stop during the first week of classes.
  - On Monday, June 27, Student Support Services at Ogeechee Technical College held a Financial Literacy Workshop for OTC students. The workshop helped students understand what financial literacy is and why it is important. The workshop covered how to manage personal finances and money, including how to budget, and when to save, invest, or borrow.

#### **ADMINISTRATIVE SERVICES: Yolanda Tremble**

##### **May Financial Report\***

- May 31, 2022 YTD budgeted revenue/expenses were \$37,145,490. We received \$31,083,449 in revenue and expensed \$30,417,714. The financial report shows a net income of \$665,736.
- May 31, 2022 YTD Total Current Assets - \$4,338,005; Total Assets - \$4,557,221 = Total Liabilities/Fund Balances \$4,557,221.
- We received 84% of our anticipated revenue and we expensed or encumbered 90%.
- We received \$8,326,148 of our state funds, which is 84% of our anticipated budget of \$9,957,596.
- We received \$3,034,694, of our federal funds, which is 53% of our anticipated budget of \$5,733,444.
- We generated \$9,658,299 in local funds, which is 85% of our anticipated budget of \$11,390,142.
- We have received and expensed \$10,064,308 (100%) in Hope, Pell, SEOG funds, CARES funds and private loans.

Upon a motion by T. Hall, seconded by B. Golden, all in favor; none opposed; the Board reviewed and accepted the May 31, 2022 financial report as presented.

##### **June Financial Report\***

- June 30, 2022 YTD budgeted revenue/expenses were \$36,879,149. We received \$36,744,064 in revenue and expensed \$35,017,713. The financial report shows a net income of \$1,726,350.
- June 30, 2022 YTD Total Current Assets - \$6,020,971; Total Assets - \$6,300,914 = Total Liabilities/Fund Balances \$6,300,914.
- We received 100% of our anticipated revenue and we expensed or encumbered 100%.

- We received \$9,873,003 of our state funds, which is 99% of our anticipated budget of \$9,957,596.
- We received \$4,564,749 of our federal funds, which is 100% of our anticipated budget of \$4,571,290.
- We generated \$10,748,927 in local funds, which is 100% of our anticipated budget of \$10,792,879.
- We have received and expensed \$11,557,385 (100%) in Hope, Pell, SEOG funds, CARES funds and private loans.

Upon a motion by C. Ethridge, seconded by S. Pennington, all in favor; none opposed; the Board reviewed and accepted the June 30, 2022 financial report as presented.

**COLLEGE ADVANCEMENT: Stephen Pennington/Grace Waits Foundation – Stephen Pennington**

- iGot finalized Faculty/Staff participation rate 96% (FY21 94%, FY20 93%)
  - 155 gave (12 which were part-time)
  - Currently 12 departments have 100% participation
- Scholarships
  - Fall '22 – Spring '23 - 93 completed applications (Fall '21 – Spring '22 – 68 completed)
  - 96% of available scholarships through AwardSpring application awarded
  - We have 4 additional annual Kiwanis, 14 Last Mile Funds, and 2 Georgia Automotive Scholarships available

**Endowed vs. Annual**

Name of Scholarship	Number of scholarships	FT/PT	Eligible Programs	Annual vs. Endowed
Auxiliary of EGRMC	4	Full-time	<ul style="list-style-type: none"> <li>• Diagnostic Medical Sonography Diploma</li> <li>• Medical Assisting Diploma</li> <li>• Pharmacy Technology Diploma</li> <li>• Practical Nursing Diploma</li> <li>• Radiologic Technology Program</li> <li>• Echocardiography Program</li> </ul>	Annual
Best Friends Veterinary Technology	1	Full-time	Veterinary Technology diploma or degree program	Annual
Brannen Scholarship	1	Full-time	Male – Practical Nursing or other closely related Health Care Science	Endowed
The Bobby Smith Memorial Endowed Scholarship	1	Part-time	Recipient must have cum GPA 2.75 and be a resident of Screven county.	Endowed
BTC Community Outreach	10	Full-time or Part-time	Preference given to students enrolled or accepted in the CIS//IT diploma or degree program or Cybersecurity / Bulloch County resident	Annual
CFG	2	Part-time (8 hours)	Business Management certificate, diploma or degree programs	Annual
Charlie Joe Matthews	4	Full-time	Any student enrolled or accepted in any diploma or degree program	Endowed

Memorial Scholarship				
David Russell Memorial	2	Full-time	Any diploma or degree program	Paid from endowment
Foundation Certificate	5	Full-time	Any certificate program	Paid from endowment
General Foundation	9	Full-time	Any diploma or degree program	Paid from endowment
Hospital Authority of Bulloch County Health Science	6	Full-time	Any student enrolled or accepted in the Health Science diploma or degree/ Bulloch County resident	Annual grant application
Jack and Ruth Ann Hill Endowed (new)	1	Part-time (8)	Any certificate, diploma or degree program	Endowed
Joseph E. and Lalah Kennedy Endowed (new)	1	Part-time (8)	Any certificate, diploma or degree program	Endowed
Julie Bass Sikes Memorial Scholarship	2	Part-time	Any degree or diploma, must be a resident of Evans County	Annual
Kiwanis Club of Statesboro	1	Full-time	Any student enrolled in diploma or degree program	Endowed
Mikell Corey Waters Memorial Scholarship	2	Part-time	Non-traditional students, 2.75 GPA	Annual
Non-Traditional	2		Any student enrolled in diploma or degree program	Paid from Endowment
Past President	2		Any student enrolled in diploma or degree program	Paid from Endowment
Philip Stewart Memorial Culinary Arts	1	Full-time	Culinary Arts diploma or degree	Planned gift
Robert T. Cox Agribusiness	1	Full-time	Any student accepted in Agribusiness diploma or degree program	Endowed
Rockin' Out Alzheimer's Disease Foundation	4	Full-time	Student enrolled in the Nurse Aide Certification or Health Care Assistant Certificate program	Annual  **5 yr endow
**investing to endow				
Rotary Club of Downtown	1	Full-time	Enrolled in any diploma or degree program	Annual
Statesboro-Bulloch Chamber of Commerce Agribusiness	1	Full-time	Enrolled or accepted for Agribusiness, Fish and Wildlife Management, Veterinary technician, or diesel technician	Endowed
Statesboro Rotary Club	1	Full-time	Any student enrolled in diploma or degree program	Annual
Sonic Drive-in Culinary	1	Full-time	Any student enrolled in the Culinary Arts diploma or degree program	Annual

Mary Betts Cotton Patriotism (new)	2	Part-time	Any student enrolled certificate, diploma, or degree/ High financial need	Endowed
Huldah C. Mingledorff Screven County Bridge Fund	4	Part-time (6)	Any student enrolled in certificate, diploma or degree / Screven County resident	Endowed

- Fundraising
  - Bobby Smith Memorial Endowment (fully endowed)
  - Ball Fish and Wildlife Endowment (Name TBD)
  - Vision Council (annual) Optician Scholarship, \$12,000 (\$6,000 for 2 yr)

**Future Dates to hold:**

- Tuesday, 9.27.2022, Scholarship Banquet – JHB, Oak Room
- Monday/Tuesday, 10.24 – 25.2022 , Leadership Conference Savannah
  - PLEASE NOTE – Dinner tentatively moved to Sunday evening, October 23, 2022
- Thursday, 10.27.2022, J. David Russell Memorial Golf Tournament, FHCC

**Marketing/PR – Grace Waits**

**Most Recent Press Releases:**

- 21 Students Receive Practical Nursing Pins
- Dental Assisting program awards 14 pins to graduates
- FITLife at OTC is About More Than Exercise
- OTC Students learn life skills at financial literacy workshop
- Ogeechee on the Go – Another Successful Red Cross Blood Drive
- Hand partners with Doty Wealth Management for Cybersecurity Training

**Fall Recruitment Campaign (May 17 – August 4)**

- 717 leads produced as of 8.05.2022

**Upcoming Stories**

- Mingledorff
- EV Car Chargers
- Georgia Film Academy
- OTC Featured in Talent Pipeline Magazine

**ECONOMIC DEVELOPMENT: Carolyn Ethridge/Bobby Jones**

**Continuing Education - Carolyn Ethridge**

- The Department of Continuing Education logged over 10,000 training hours and booked more than \$127,000 in revenue. We are looking at additional programming to augment the department’s revenue – Currently the vast share of the department’s revenue is from Driver’s Education and American Heart Training Center activity.

**Facility Rentals - Carolyn Ethridge**

- In June, the division welcomed the addition of Kimberly Page as Assistant Director for Facility Rental and Reservation Management. Kimberly the former assistant to Exec VP Ryan Foley. Kimberly will oversee the logistics of all reservations, both internal and external.

- To give a perspective on the number of nonacademic reservations that go through the system – In FY22, there were 497 unique reservations (internal and external combined) processed through the system. These do not include the booking of space for the delivery of classroom instruction.
- External Reservations booked for FY23 total more than \$90,000 at this time.
- We expect to bring the Pavilion on line for renting in the next few months.

#### **Adult Education - Bobby Jones**

- In FY22, the program’s enrollment was 228. The goal set by the state was 216 – the program exceeded their goal for the first time in several years.
- Additionally, the program surpassed the state average for Measurable Skill Gains by more than 1%. Another excellent benchmark for the program.
- FY23 target enrollment has been set at 252 students, and Measurable Skill Gain percentage at 48% of enrollment.
- The program recently moved from the Jack Hill Building to a central location on campus in the Occupational Studies Building. The move will provide more exposure for the program as the walk-in traffic will be much larger. Additionally, the program will now be located on the main campus facilitating the incorporation of our GED students within a larger population of credit students and credit programming.

#### **Business and Industry Training - Bobby Jones**

- The Economic Development Operational Review submitted to the state are Year End Totals for FY2022. In Contract Training, the division logged more than 100,000 hours of training resulting in \$1.7 million in revenue.
- Since its inception, the Amazon MRA training program has trained more than 175 apprentices earning 700 PMMI certifications. Those apprentices have also earned more than 2,400 Amatrol certificates of completion.
- New programs being added this year are Operation Next for transitioning military and additional programming for transitioning inmates. The college is currently in discussion with Amazon about additional programming for calendar year 2023.
- Milliken has announced that they are closing –the vast majority of employees will be laid off by the end of 2022. The program is working very closely with Jamie Calloway – HR Director to Milliken provide training for those employees interested in industrial maintenance as they move to their next job.
- Upcoming Challenges/Opportunities  
Hyundai EV Plant – 8,100 employees, Suppliers - ~4,000 employees; January 2025  
How that will impact local industry, Ogeechee Tech and its training capacity
  - OTC plans to expand the Industrial Maintenance program through a capital project and partnership with the County and Development Authority. Plans are in progress now.

#### **INSTITUTIONAL EFFECTIVENESS: Caughey Hearn**

- **Plans/Manuals/Handbooks**
  - Institutional Effectiveness Plan
  - Bookstore Manual
  - Adult Education Student Handbook
  - Dual Enrollment Faculty Guide

- **Procedures**

MAY

- 2.4.4p1. Local Board Member Emeritus Procedure
- 3.1.13p1. Collection Procedure
- 3.1.16p1. Purchasing Procedure
- 3.3.3p3. Advertising & Distribution of Materials by Non-College Entities Procedure
- 3.3.3p4. Solicitation Procedure
- 3.3.5p1. Controlling Usage of Telecommunications Equipment Procedure
- 3.3.9p1. Authorized Uses of Equipment and Supplies Procedure
- 5.1.1p1. Academic Freedom Procedure
- 5.1.2p5. Proctoring Procedure
- 5.1.2p6. Faculty Role in Governance Procedure
- 5.1.2p7. Uniforms Procedure
- 5.1.11p9. Loss of Property Procedure
- 6.3.1p1. Distance Education Student Privacy Procedure
- 6.4.1p1. Books and Supplies Procedure

JUNE

- 3.3.2p1. Use of College Vehicles Procedure
- 3.3.4p1. Acceptable Computer & Internet Use Procedure
- 4.1.8p1. Faculty Workload Procedure
- 5.1.2p1. Class Schedules Procedure
- 5.1.2p3. Work Ethics in the Curriculum Procedure
- 5.1.2p8. Student Course Evaluations Procedure
- 5.2.1p1. Non-Credit Instruction Training Services Procedure

Upon a motion by C. Ethridge, seconded by B. Jones; all in favor; none opposed; the Board reviewed and accepted the proposed changes to the procedures as presented.

**TECHNOLOGY & INSTITUTIONAL SUPPORT: Dr. Barbara Golden**

- **Joseph E. Kennedy Reconfiguration** - The design is complete and construction documents have been approved by the State Fire Marshal. The next step is posting the project for bid on the statewide procurement website. Contractors have 30 days to prepare their bid package and submit to TCSG for review and a final tally. The lowest bidder could be on campus as early as November to begin construction.
- **Welding Program Expansion** - The project is well underway with hopes of completing the construction by the end of September. As with most construction, material delays have plagued the project. On the bright side, the extra time has provided an opportunity to increase the scope of the project to add 4 more welding booths in the existing lab and increase the lighting package.
- **Evans and Screven Paving and Sidewalk Improvements** - The Evans County parking and sidewalk installation is complete. The additional track at the Screven Co Commercial Truck Driving range is about halfway finished. Both projects are significant improvements to these locations. The pictures below were immediately prior to the completion of 16 new parking spaces and much needed sidewalks leading to the rear entrance and to the Heavy Diesel Shop/Driving Range from the Jack and Muriel Strickland Building.

- **Occupational Studies Main Entrance Renovation** - This project is wrapping up with hopes of reopening the main entry by the end of August. The major construction is complete and finishes are the focus of the remainder of the timeline.

**PRESIDENT'S REPORT: Lori Durden**

- Local Board Assessment Results – overall the board is happy with the operation of the Board of Directors.
- Legislative Appreciation Dinner held in June was a successful event. Representative Jan Tankersley was honored for her many years of service.
- This Summer was very busy for OTC administration. All colleges were required to submit a written enrollment plan and give an enrollment presentation. OTC hosted regional enrollment plan presentations in July, and hosted the August TCSG State Board meeting on campus.
- Administrators attended an active shooter response training session at GSU that covered topics to enable agencies to better plan, prepare and respond to an active shooter incident, along with lessons learned from the Virginia Tech tragedy.
- Fall semester begins Monday, August 22

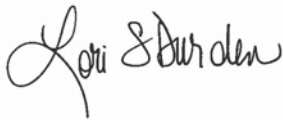
**CHAIRPERSON'S REPORT: Mark Anderson**

- Mark thanked everyone for being here today and looks forward to another successful year.

**ADJOURN:** There being no further business at this time the meeting adjourned at 10:09 a.m.

The next meeting of the Local Board of Directors is **September 21, 2022** at 9:00 a.m. Joseph E. Kennedy Board Room.

Respectfully submitted,



Lori S. Durden  
Executive Secretary



**OGEECHEE TECHNICAL COLLEGE**  
**BOARD OF DIRECTORS MEETING**

Joe Kennedy Boardroom  
October 19, 2022 | 9:00 a.m.

**MEMBERS PRESENT:** Mark Anderson, Dr. Barbara Golden, Tammi Hall, Caughey Hearn, Stephen Pennington, Micheal Summers, and Grace Waits

**MEMBERS ABSENT:** Carolyn Ethridge and Bobby Jones

**STAFF PRESENT:** Jeff Davis, Michelle Davis, Lori Durden, Dr. Ryan Foley, Karen Mobley, Jan Moore, and Dr. Brandy Taylor

**STAFF ABSENT:** Eyvonne Hart

**CALL TO ORDER:** Pursuant to the date and location stated above, Mark Anderson called the meeting to order at 9:00 a.m.

**INVOCATION:** Yolanda Tremble gave the invocation.

**REVIEW OF AGENDA:** Upon a motion by G. Waits, seconded by S. Pennington; all in favor; none opposed; the Board accepted the agenda as presented.

**REVIEW OF MINUTES:** Upon a motion by S. Pennington, seconded by T. Hall; all in favor; none opposed; the Board accepted the minutes of August 17, 2022 Local Board of Directors as presented.

**REVIEW OF STATE BOARD AGENDA/MINUTES:**

There was no mention of Ogeechee Technical College during the September 1, 2022 State Board meeting.

**COMMITTEE REPORTS**

**ACADEMIC AFFAIRS: Tammi Hall**

**Program Highlights**

- Ogeechee Technical College recently welcomed Martha Thayer, former program chair of the Mortuary Science Department at Arapahoe Community College, to share with students, faculty, and community members, her experience serving a perpetrator's family following a mass killing event.

During the two-hour event, Thayer highlighted ways in which to serve the families of people who have carried out atrocities like the Columbine Massacre. She discussed what to do from the moment they receive the initial call for help, to making arrangements, and directing the funeral. At the conclusion of the event Joiner-Anderson Funeral Home announced plans to endow a scholarship for the Funeral Services Education program.

- The College will be hosting a small contingent of peers from a German college called Leopold-Hoesch Berufskolleg (also known as LHB). The visit kicks off a two-year partnership centered around a student exchange program. Students from Ogeechee Technical College will travel to Germany in the spring for three weeks to work in different industries and gain valuable experience for their future careers. Students from LHB will travel to OTC in the Fall of next year and spend time on campus and in our

surrounding industries. The exchange program will allow our students an opportunity to gain global exposure, broaden personal perspectives, and make students more employable. It is a win/win partnership.

**Video Tour: Electrical and Industrial Systems Technology** – video led by Norm Threatt, program faculty member.

## **STUDENT AFFAIRS: Micheal Summers**

### **Student Activities -**

- Fall Semester is always packed with great events and activities around campus.
  - Career Services Office offered a Dining Etiquette Luncheon on Thursday, October 13 here on campus. The event program was led by our very own Dr. Barbara Golden. She taught all attendees basic etiquette for various dining situations. The event provided a three-course meal and was sponsored by Student Leadership Council.
  - Students enjoyed a mid-term coffee break at Elliano's on October 17. Students could get a free beverage at any time during the day just by showing their student ID. Students very much appreciated a caffeine boost to get them through mid-term preparation.
  - The Student Leadership Council is sponsoring a Movie Night this Thursday beginning at 6:00 PM. The movie will be the original Jurassic Park. It will be shown in the Auditorium and all employees, students, and their families are welcome.

**Video Tour: Enrollment Services Center** – video tour led by Christy Rikard, Assistant VP for Student Affairs

Micheal Summers stated the Advisory Committee for the Logistics program met earlier this week and appointed two new committee members. Those new committee members have expressed an interest in developing paid internship programs through their places of employment for our students.

## **ADMINISTRATIVE SERVICES: Yolanda Tremble**

### **July Financial Report\***

- July 31, 2022 YTD budgeted revenue/expenses were \$21,707,173. We received \$1,355,061 in revenue and expensed **\$24,491.37**. The financial report shows a net income of \$1,379,552.
- July 31, 2022 YTD Total Current Assets - \$5,042,038; Total Assets - \$5,301,821 = Total Liabilities/Fund Balances \$5,301,821.
- We received 6% of our anticipated revenue and we expensed or encumbered 9%.
- We received \$731,764 of our state funds, which is 8% of our anticipated budget of \$9,415,640.76.
- We received \$0, of our federal funds, which is 0% of our anticipated budget of \$1,956,508.42.
- We generated \$587,547 in local funds, which is 6% of our anticipated budget of \$10,299,272.88.
- We have received and expensed \$35,750.57 (100%) in Hope, Pell, SEOG funds, CARES funds and private loans.

Upon a motion by T. Hall, seconded by B. Golden, all in favor; none opposed; the Board reviewed and accepted the July 31, 2022 financial report as presented.

### **August Financial Report\***

- August 30, 2022 YTD budgeted revenue/expenses were \$22,059,643. We received \$3,079,104 in revenue and expensed \$1,900,542. The financial report shows a net income of \$1,178,531.

- August 30, 2022 YTD Total Current Assets - \$4,859,983; Total Assets - \$5,071,042 = Total Liabilities/Fund Balances \$5,071,042.
- We received 16% of our anticipated revenue and we expensed or encumbered 17%.
- We received \$1,491,365 of our state funds, which is 16% of our anticipated budget of \$9,415,640.76.
- We received \$43,605 of our federal funds, which is 2% of our anticipated budget of \$1,967,508.42.
- We generated \$1,166,913 in local funds, which is 11% of our anticipated budget of \$10,299,272.88.
- We have received and expensed \$377,221.01 (100%) in Hope, Pell, SEOG funds, CARES funds and private loans.

Upon a motion by M. Summers, seconded by C. Hearn, all in favor; none opposed; the Board reviewed and accepted the August 31, 2022 financial report as presented.

### **COLLEGE ADVANCEMENT: Stephen Pennington/Grace Waits Foundation – Stephen Pennington**

#### **Scholarships**

- FY23, we have awarded \$79,500 of scholarships (this does not include the \$6,891 of Last Mile Funds received from TCSG)

#### **Fundraising**

- Huldah C. Mingledorff Foundation - \$100,000
- The Honorable Jan B. Tankersley Endowed Nursing Scholarship- \$30,000
- Joiner Anderson Funeral & Crematory Endowed Funeral Scholarship – \$25,000
- Luxottica (Optician) - \$2,500 (scholarships and testing)
- Georgia Power- \$10,000
- AT&T - \$750

#### **Upcoming Events:**

- Sunday (prior to Leadership Conference in Savannah) – Dinner at the Local Ten11
  - Trolley will pick up at the Savannah Hyatt Regency Hotel, 6:00 PM
- Monday/Tuesday, 10.24 – 25.2022 , Leadership Conference Savannah
- Thursday, October 27, J. David Russell Memorial Golf Tournament, FHCC
- Saturday, November 5, OPEN HOUSE, Statesboro Campus

#### **Marketing/PR – Grace Waits**

#### **Recruitment Campaigns & Other Info**

- 358 leads produced as of 8.22.2022
- MediaPrefs student marketing survey to launch this week

Ongoing Digital Campaign: Fall Open House (September 26-November 5)

#### **New Website Coming Soon**

- Spacious New Look
- Responsive Site (mobile-friendly)
- Searchable Directory
- Interactive Campus Map
- More Emphasis on Recruitment

### **Most Recent Press Releases:**

- [OTC Hosts Guest Speaker and Announces Funeral Services Education Endowment](#)
- [Ogeechee on the Go – 29 Units collected at Red Cross Blood Drive](#)
- [Eighty-Three Scholarship Recipients Awarded at Annual Banquet](#)
- [Huldah C. Mingledorff Screven County Bridge Fund](#)
- [New Electric Vehicle Chargers Available to the Public](#)
- [The Honorable Jan B. Tankersley Endowed Nursing Scholarship](#)

### **Alumni Spotlight:**

#### **Keyleigh McCall - Commercial Truck Driving Graduate:**

Schneider's driving and training engineer, selected as the Women in Trucking Association's (WIT) newest Driver Ambassador. WIT is a non-profit organization with a mission to encourage employment, address obstacles and celebrate the successes of Women in the trucking industry. Read more about it on OTC's Alumni Spotlight [here](#).

### **Upcoming Stories**

- Bobby Smith
- Georgia Film Academy
- Adult Ed 33 year anniversary
- Vet Tech Open House

**ECONOMIC DEVELOPMENT: Carolyn Ethridge/Bobby Jones – Jan Moore reported in their absence**

**Introduction of New Employee – Hal McCool, Director for Business & Industry Training**

### **Continuing Education**

- YTD 2200 hours
- Drivers Education won *Best of the Boro* again

### **Adult Education**

- Enrollment – 118/252 YTD (47% of Goal)
- We were able to take one full-time position and create 4 part-time positions for the program. Two in Screven County and two in Bulloch County.

### **Business and Industry Training**

- Number of Individuals Trained YTD is 576, total hours is 16,951 with revenue of \$194,860
- Weekend Welding – Basic welding, Friday/Saturday, 48 hours of training. This will not provide a credential, but those who complete the training will be able to test in their proficiency level.
- Smith Transition Center – Training inmates in Forklift Operation.
- Amazon – Renewed contract for 2023 to train 170-190 employees. The final cohort for 2022 will begin December 5. Each cohort is a 12 week course.

### **INSTITUTIONAL EFFECTIVENESS: Caughey Hearn**

- **Plans/Manuals/Handbooks**
  - Business Office Procedures/Internal Controls Manual
  - Enrollment Management Plan
  - Faculty Handbook
  - Library Services Plan

- Marketing/Community Relations Plan
- Student Affairs Plan
- **Procedures**
  - 2.1.8p. Naming of College Buildings, Grounds or Programs Procedure
  - 3.3.2p2. Traffic and Parking Procedure
  - 3.4.1p. Employee Access to Facilities Procedure
  - 4.1.1p1. Recruiting and Hiring Procedure
  - 4.1.1p1. Interviewing and Hiring Guidelines (Full-time, Part-time, Adjunct)
  - 4.3.2p4. Employee Dress Code Procedure
  - 4.3.3p1. Workplace Violence Procedure
  - 6.2.1p1. Learning Support Procedure
  - 6.6.1p1. Student Tuition and Fees Procedure
  - 6.6.4p2. Attendance Procedure

Upon a motion by B. Golden, seconded by T. Hall; all in favor; none opposed; the Board reviewed and accepted the proposed changes to the procedures as presented.

#### **TECHNOLOGY & INSTITUTIONAL SUPPORT: Dr. Barbara Golden**

- **Joseph E. Kennedy Reconfiguration** - The pre-bid meeting was held on August 23. There were four local general contractors in attendance. The bid closed on September 13 with three submissions. The winning bid was slightly over budget but was fully funded and awarded to Y-Delta. We have worked with them before and hope to get the project started in early November. All personal items will be removed from the area on November 3 and the furniture will be stored and temporary locations identified for those impacted. The project is expected to be complete in spring 2023.
- **Welding Program Expansion** – The roofing, electrical, compressed air, lighting, and ventilation are complete with only cosmetic items remaining. Hopes are for the project to be finished soon although classes have been held throughout the construction period. In addition to the interior renovations, this project provided the additional space needed to support the increased enrollment in the welding program, plus a significant improvement in the exhaust system.
- **Occupational Studies Building Interior Renovation** - The first FY23 MRR project has been selected and the design portion started. This project will include paint, flooring, and lighting upgrades to the Occupational Studies Building. The college is working with DPR Architecture to develop the bid package for this project. They were the original design firm for this building which will simplify the documentation of the changes and ensure the results are as intended.
- **Occupational Studies Main Entrance Renovation** – The overall improvement in the building is obvious both inside and out. The construction is complete and only cosmetic touch-ups remain.
- **Landscape Contract Award** – The GroundsMen was the low bidder for the landscape services contract with the option for four annual renewals. The bid was lower than expected, but higher than previous years. There are several landscape projects in the works, but it's fortunate the college was able to retain a vendor who is familiar with each location and the expectations of the provider.

#### **PRESIDENT'S REPORT: Lori Durden**

- **Community Needs Assessment** – Collecting the needs assessments for the submission of the RN program accreditation.

- During the September State Board meeting, the Commissioner presented the FY2024 Budget Proposal. OTC's building project for the Georgia Industrial Systems and Industrial Robotics Training Center is #4 on the Capital Outlay request and #2 in building projects. We have the Commissioner's support of the project and will work diligently with our legislators in 2023 to keep the project in the budget for funding in 2024.
- President Durden thanked Dr. Barbara Golden for hosting the Dining Etiquette Luncheon last week. The students thoroughly enjoyed the event and Barbara did a wonderful job presenting.
- Upcoming Events:
  - Thanksgiving Lunch & Tree Lighting – Thursday, November 17 at noon in the Jack Hill Building Oak Room
  - Holiday Party – Thursday, December 8 at 6:00 pm in the Jack Hill Building Atrium

**CHAIRPERSON'S REPORT: Mark Anderson**

- No Report

**ADJOURN:** There being no further business at this time the meeting adjourned at 9:57 a.m.

The next meeting of the Local Board of Directors is **November 16, 2022** at 9:00 a.m. Jack Hill Building Magnolia Boardroom.

Respectfully submitted,



Lori S. Durden  
Executive Secretary

## OGEECHEE TECHNICAL COLLEGE

### BOARD OF DIRECTORS MEETING

Jack Hill Building | Oak Room

January 18, 2023 | 9:00 a.m.

**MEMBERS PRESENT:** Mark Anderson, Carolyn Etheridge, Caughey Hearn, Stephen Pennington, Micheal Summers, Yolanda Tremble, and Grace Waits

**MEMBERS ABSENT:** Dr. Barbara Golden, Tammi Hall, and Bobby Jones

**STAFF PRESENT:** Jeff Davis, Michelle Davis, Lori Durden, Dr. Ryan Foley, Eyvonne Hart, Karen Mobley, and Jan Moore

**STAFF ABSENT:** Dr. Brandy Taylor

**CALL TO ORDER:** Pursuant to the date and location stated above, Mark Anderson called the meeting to order at 9:00 a.m.

**INVOCATION:** Mark Anderson gave the invocation.

**REVIEW OF AGENDA:** Upon a motion by C. Hearn, seconded by Y. Tremble; all in favor; none opposed; the Board accepted the agenda as presented.

**REVIEW OF MINUTES:** Upon a motion by Y. Tremble, seconded by C. Hearn; all in favor; none opposed; the Board accepted the minutes of October 19, 2022 Local Board of Directors as presented.

#### **REVIEW OF STATE BOARD AGENDA/MINUTES:**

- Approval on the execution of Lease #7803 with the Screven County Board of Commissioners, covering 7,016 square feet of classroom and office spaces located at 107 South Community Drive, Sylvania, GA, at the rental rate of \$1.00 per annum, with an option to renew for 5 additional years with no rent escalation.
- Approval on the execution of a construction contract for “Joseph E. Kennedy Building Renovation” on the Main Campus of Ogeechee Technical College, with Y-Delta Inc., Statesboro, GA in the amount of \$471,150.00, using local funds.

#### **COMMITTEE REPORTS**

**ACADEMIC AFFAIRS:** Tammi Hall – *Dr. Foley reported in Tammi’s absence*

##### **Program Highlights -**

- The Paramedicine Program hosted visitors from the Committee on Accreditation for the Emergency Medical Services Professions on Monday and Tuesday of this week. The visit was to evaluate the program for initial accreditation. The site visitors had NO FINDINGS and are recommending the program for full accreditation. If approved, the board for the accreditation will vote in March 2023. This is a great accomplishment for the program and the College!
- Ogeechee Technical College’s Veterinary Technician program hosted an Open House event on Thursday, October 20 to celebrate National Veterinary Technicians Week. During the event, SCNAVTA (Student Chapters of NAVTA) President, Stephanie Bunch, thanked her SCNAVTA members for their hard work and current vet tech students,

alumni, instructors, and lab assistants were all honored with floral arrangements for their commitment and dedication to the career field.

### **New Advisory Committee Members\***

- Advisory committees are vital to ensuring our programs remain current with industry needs. Committees review items like curriculum, equipment, and program data and make recommendations as needed.
  - Micheal Summers stated the new advisory committee member for the Logistics program is missing from the list.

Upon a motion by G. Waits, seconded by Y. Tremble; all in favor; none opposed; the Board accepted the New Advisory Committee members as presented.

### **PR/MARKETING: Grace Waits**

**Website Upgrade** - The PR/Marketing department is in the last phase of a complete redesign of the Ogeechee Tech website. The new site is scheduled to launch on February 1, 2023 and will include many enhancements to the user experience. As we get closer to the launch date, we'll be sure to share the new site with the Board.

### **Press Releases –**

- 22 Teams Compete in Annual Golf Tournament to Raise Funds for Adult Literacy
- Ogeechee on the Go – 19 Units collected at Red Cross Blood Drive
- Open House Caps National Veterinary Technician Week at OTC
- OTC Wins Best Instructor and Best Driving School for Third Consecutive Year
- Ogeechee Tech to Hold Open House November 5

### **STUDENT AFFAIRS: Micheal Summers**

#### **Student Activities -**

- Student Support Services offered an Adulting 101 Lunch and Learn Workshop for students on November 15. The workshop covered budget management, professionalism in the workplace, and time management. Students were able to enjoy a delicious lunch while gaining the tools and resources needed to help them on a path to success as they progress through life.
- To celebrate National Disability Employment Awareness Month in October, Student Support Services hosted an Accessibility Services Resource Day and Information Session on October 24. The session was open to all students who were interested in finding out how to receive accommodations such as extended time to test or testing in private rooms. The session was also focused on informing students of their rights as a person who has been diagnosed with a learning disability or any condition that might affect performance in a program of study.
- Veteran's Day was celebrated on November 10 with free lunch to all employees and students. The College had two veteran owned food trucks come to campus and feed anyone who visited to celebrate and honor our veterans.

### **ADMINISTRATIVE SERVICES: Yolanda Tremble**

#### **September Financial Report\***

- September 30, 2022 YTD budgeted revenue/expenses were \$25,659,309.67. We received \$9,581,115 in revenue and expensed \$7,722,979. The financial report shows a net income of \$1,858,137.
- September 30, 2022 YTD Total Current Assets - \$5,524,071; Total Assets - \$5,735,320 = Total Liabilities/Fund Balances \$5,735,320.
- We received 37% of our anticipated revenue and we expensed or encumbered 36%.



- We received \$22 of our state funds, which is % of our anticipated budget of \$10,102,842.
- We received \$86,410, of our federal funds, which is 4% of our anticipated budget of \$1,967,508.
- We generated \$3,932,545 in local funds, which is 38% of our anticipated budget of \$10,299,272.88.
- We have received and expensed \$3,289,687 (100%) in Hope, Pell, SEOG funds, CARES funds and private loans.

Upon a motion by C. Ethridge, seconded by M. Summers, all in favor; none opposed; the Board reviewed and accepted the September 30, 2022 financial report as presented.

#### **October Financial Report\***

- October 31, 2022 YTD budgeted revenue/expenses were \$25,851,369. We received \$11,426,808 in revenue and expensed \$9,796,390. The financial report shows a net income of \$1,630,418.
- October 31, 2022 YTD Total Current Assets - \$5,286,711; Total Assets - \$5,483,054 = Total Liabilities/Fund Balances \$5,483,054.
- We received 44% of our anticipated revenue and we expensed or encumbered 43%.
- We received \$3,053,107 of our state funds, which is 30% of our anticipated budget of \$10,102,842.
- We received \$678,704 of our federal funds, which is 34% of our anticipated budget of \$1,967,508.42.
- We generated \$4,213,250 in local funds, which is 41% of our anticipated budget of \$10,299,272.88.
- We have received and expensed \$3,481,746 (100%) in Hope, Pell, SEOG funds, CARES funds and private loans.

Upon a motion by C. Ethridge, seconded by C. Hearn, all in favor; none opposed; the Board reviewed and accepted the October 31, 2022 financial report as presented.

#### **COLLEGE ADVANCEMENT: Stephen Pennington Foundation – Stephen Pennington**

- **Leadership Conference Recap** – Thanks to all who attended the Sunday dinner and conference sessions in Savannah. OTC’s Foundation Board received TCSG’s Role Model Board recognition at the conference.
- **Financial Recap**
  - 2020 vs 2021 – assets up 36.18%
  - 2019 vs 2020 – assets up 6.34%
  - Keeping expenses down and growing revenues
- **Fundraising**
  - Open Your Eyes (Vision Council) Opticianry Scholarship - \$12,000
  - Travel Centers of America Express, Diesel Technology program - \$2,500
- **J. David Russell Memorial Golf Tournament** –
  - 22 Teams competed (23 paid)
  - Including Gift in Kind donations, revenue \$31,012.66; Net \$20,241
  - Adirondack chairs/outdoor heater raffle, as well as the \$1 raffle were a hit this year.

## **ECONOMIC DEVELOPMENT: Carolyn Ethridge/Bobby Jones –**

### **Adult Education**

- Enrollment – 127/252 (50% of Goal)
- The program implemented the first remote instructional opportunity called the “Finish Line” Class. This class is for students who have one part of the GED to complete (math). This class is taught by Evans County Instructor Nancy Holt using the Webex platform. With the support of the state office, the program has identified over 30 students over the last 5 fiscal years who need to complete the math portion of the GED test. This first cohort will receive targeted instruction Tues-Thurs, from November 1st-December 15th. These students will attempt the math portion of the GED test in December and January. This activity serves as a recruitment opportunity to re-engage those students who have gaps in attendance. They are re-enrolled before attending the first class. This is also a retention activity for students who only need math so they get more focused, 1 on 1 attention, without having to sit through the other subjects they have mastered.
- 2023 EAGLE delegate is Ms. Lindsey Brannen. She is a Bulloch County student who obtained her GED in October. She is currently attending “EAGLE Bootcamp” with the program’s Career Services Specialist where she is practicing her speech and preparing for the competition in March 2023.
- 2023 Adult Education Teacher of the Year nominee is Mrs. Tina Scott. Tina is a 20+ year Adult Education Instructor in Screven County. She has worked with students in the community and most recently in corrections. The program is proud to have her represent us this year.
  - Grace recommended a press release in the Sylvania Times

### **Business and Industry Training**

- Customized Contract Training – 223 trained; 23,443 training hours, \$276,178 in revenue as of September 30, 2022.
- Amazon will move to Smart Automation Certificate Alliance (SACA) testing to certify their students starting January 2023. SACA Gold Instructor Training is scheduled for the week of November 28, 2022. This will be a five day training course. Instructors will concentrate on phase I and phase II Gold certifications. Instructors will train in fifteen different certifications that can be used by the entire Economic Development team.

### **Continuing Education**

- 239 trained; 1,823 training hours; \$28,198 in revenue as of September 30, 2022.
- Spring Catalog in progress.

## **INSTITUTIONAL EFFECTIVENESS: Caughey Hearn**

- **Mission/Vision Review\***  
Annual review, no suggested changes.  
Upon a motion by Y. Tremble, seconded by C. Ethridge; all in favor; none opposed; the Board reviewed and accepted the Mission/Vision statements as presented.
- **Plans/Manuals/Handbooks**
  - Academic Advising Handbook
  - Faculty Credentials Review Manual
  - Retention Plan
- **Procedures**
  - 2.3.2p1. Public Complaint Procedure
  - 3.2.1p. Intellectual Property Procedure
  - 3.3.3p1. Use of Campus Facilities Procedure
  - 3.3.3p5. Business Office Procedures for Facility Rentals Procedure

- 3.3.6p. Alcohol on Campus Procedure
- 5.1.2p4. Library Material Selection Procedure

Upon a motion by Y. Tremble, seconded by S. Pennington; all in favor; none opposed; the Board reviewed and accepted the proposed changes to the procedures as presented.

**TECHNOLOGY & INSTITUTIONAL SUPPORT: Dr. Barbara Golden** – *Jeff Davis reported in Dr. Golden's absence*

### **Projects Update Summary**

A quick review of our current construction projects is below:

- The Welding Expansion is complete.
- The conversion of the prior location of Print Center into a computer lab and faculty office for the Nursing program is complete.
- The JEK Renovation began this week and is currently in the demolition phase.
- The design phase of the OSB Interior Renovation continues as planned.

### **Electric Vehicle Charging Stations**

The college has provided 20 charging sessions in the past 3 months. The total energy consumption is 273 kWh, which cost the college approximately \$23. If we use the average electric vehicle mileage rate of 3.5 miles per kWh, the college has provided 955 miles of travel distance. Signs will be placed at the charging stations to encourage those charging their vehicles to donate to the Foundation and visit the Café or other areas of campus.

### **Annual Energy Review – Governor Energy Challenge**

Each college continues to report annual usage of all forms of energy due to an initiative created by Gov. Perdue in 2008. The goal was to reduce consumption while generally raising energy conservation awareness. The college consistently met these goals for the past 15 years, but the rising energy costs have created unprecedented conditions.

In FY22 (July 2021 - June 2022), the college spent a total of \$764,830 to support 330,552 square feet of space. This is a 23% increase from FY21. Further review shows our electricity consumption was 8% higher which was compounded by a 29% increase in electricity cost. Similarly, gas consumption was higher in both consumption and cost. The college continues to increase its hours of operation but unit cost is the primary factor.

Georgia Power releases monthly updates which describe the increases in their rates to be a direct reflection of the cost of natural gas plus the maintenance of pipelines, lack of coal plant output to supplement natural gas shortfalls, and the additional increased demand created by attempts to restore the currently low storage levels of natural gas. Nuclear power production impact is not mentioned.

### **PRESIDENT'S REPORT: Lori Durden**

- Reported on organizational changes within Executive Council
- Thanked everyone who attended the conference in Savannah
- Hyundai event at Enmarket Arena – Lori and Adam Kennedy attended on behalf of the college.
- Bulloch County attracting more industry – Aspen Aerogels and Joone, fills up the industrial park at I-16 & 301 S. Additional distribution centers to come as well. QuickStart (QS) training of initial wave of employees for new industry. QS in need of

space for training and have reached out to OTC for training space. QS will be very involved in this community for years to come.

- Capital Outlay project – local delegation is very much on board with this project. Lori and Jan planning a trip to Alabama with the legislators to visit a similar training facility. Goal is to keep this project in the FY2024 budget.
- Statesboro-Bulloch Planning Group (entities involved are Bulloch County Board of Commissioners, City of Statesboro, Bulloch County Board of Education, Development Authority of Bulloch County, Georgia Southern University, Ogeechee Technical College, and the Statesboro-Bulloch Chamber of Commerce) – working together to create a planned growth model. Four key areas of focus:
  - Infrastructure
  - Workforce/Education
  - Lifestyle
  - Communication
- Apprenticeship/Exchange program with a community college in Dortmund, Germany in progress. A constituency from Germany visited OTC last week to sign an MOU and visit local industry for future apprenticeship programs. Spring 2023 we will send 4 students to Germany and Fall 2023 we will host 4 students from Germany.
- Upcoming Events:
  - Professional Development Day – Thursday, November 17; Annual Thanksgiving lunch and tree lighting at noon in the Oak Room
  - Holiday Party – Thursday, December 8 at 5:00 pm in the Jack Hill Building Atrium

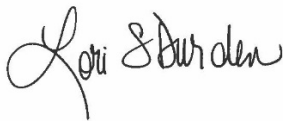
**CHAIRPERSON’S REPORT: Mark Anderson**

- Thanked everyone for being here and wished everyone a happy and safe holiday season.
- Michelle asked to wish Micheal Summers good luck in participating in Dancing with the Statesboro Stars this week.
- Carolyn announced an opening at the Bank and asked for recommendations for an Assistant Portfolio Manager.

**ADJOURN:** There being no further business at this time the meeting adjourned at 10:04 a.m.

The next meeting of the Local Board of Directors is **January 18, 2023** at 9:00 a.m. Jack Hill Building Magnolia Boardroom.

Respectfully submitted,



Lori S. Durden  
Executive Secretary

**OGEECHEE TECHNICAL COLLEGE**  
**BOARD OF DIRECTORS MEETING**

Jack Hill Building | Oak Room  
January 18, 2023 | 9:00 a.m.

**MEMBERS PRESENT:** Mark Anderson, Carolyn Etheridge, Dr. Barbara Golden, Tammi Hall, Bobby Jones, Stephen Pennington, Yolanda Tremble, and Grace Waits

**MEMBERS ABSENT:** Caughey Hearn and Micheal Summers

**STAFF PRESENT:** Jeff Davis, Michelle Davis, Lori Durden, Dr. Ryan Foley, Eyvonne Hart, Karen Mobley, Jan Moore, and Dr. Brandy Taylor

**STAFF ABSENT:** None

**CALL TO ORDER:** Pursuant to the date and location stated above, Mark Anderson called the meeting to order at 9:00 a.m.

**INVOCATION:** Bobby Jones gave the invocation.

**REVIEW OF AGENDA:** Upon a motion by B. Jones, seconded by Y. Tremble; all in favor; none opposed; the Board accepted the agenda as presented.

**REVIEW OF MINUTES:** Upon a motion by S. Pennington, seconded by G. Waits; all in favor; none opposed; the Board accepted the minutes of November 16, 2022 Local Board of Directors as presented.

**REVIEW OF STATE BOARD AGENDA/MINUTES:**

- There was no mention of Ogeechee Technical College during the December 1, 2022 State Board Meeting.

**COMMITTEE REPORTS**

**ACADEMIC AFFAIRS: Tammi Hall –**

**Program Highlights –**

- Three Fish and Wildlife Management (FWMT) students completed the DNR Wildlife Fire Training at General Coffee State Park with plans of volunteering their time to help DNR do some prescribed burning. The additional FWMT students will be on the Southeast Burn Team and will travel the southern part of the state to do prescribed burns through June.
- We offered our first course for the Apple Swift iOS class this semester, CIST 1306 – Programming Foundations in Swift. This program prepares students for positions in app development for the Apple iPad, iPhone, and Apple Watches and is oriented around object-oriented programs utilizing Swift and Xcode.
- The College also offered the first courses of the Film and Television Post-Production Certificate program through the Georgia Film Academy. We were allocated five seats during the first semester and we filled them all! We will continue to recruit for this program and hope to see it growth over the next few semesters.
- Our Funeral Services program was selected by the National Funeral Directors Association (NFDA) Education Department to receive free Student Arranger Training. The NFDA Student Arranger Training Program is a four-hour digest version of the eight-

hour professional workshop. The training will cover topics ranging from customer service skills to overcoming objections. Each student receives a workbook that contains individual assignments, suggested dialogue, and valuable resources for planning memorable life tribute events.

#### **PR/MARKETING: Grace Waits**

- The PR/Marketing department is in the last phase of a complete redesign of the Ogeechee Tech website. The new site is scheduled to launch on February 1, 2023 and will include many enhancements to the user experience. We have completed all submitted changes and have submitted the final site to our vendor, Third Wave Digital, who is working to package the site to go live. We'll share the new site during our next board meeting.
- **Press Releases:**
  - **OTC Develops Instructors Through Teaching 101 and Masters of Teaching**
    - Launched in Fall 2022, the Teaching 101 program helps new and veteran teachers develop their instructional skills while the Masters of Teaching program honors excellence in instruction.
    - Teaching 101 is a multi-week workshop designed to assist teachers in more effective delivery of instruction. The primary goal is informative, but the workshop leaders also encourage participants in the important work of training students.
    - The Masters of Teaching program recognizes and honors instructors who excel as educators. During a one-day seminar, honorees have the opportunity to support and encourage one another.
  - **Dental Assisting Students Volunteer at a Gift of Dentistry**
    - In December, Dental Assisting students from Ogeechee Technical College volunteered their time and skills to assist with a Gift of Dentistry, a local event that offers free dental care to people in need.
    - During the event, OTC students were able to help assist 67 members of the Statesboro community with free dental care. Dr. Richard Marz, owner of Premier Dental Wellness, hosts the event each December and provides dental exams, cleanings, x-rays, and fillings.
    - The OTC students discussed how not only was this a great opportunity to give back to the community but that it was a wonderful learning experience for them as well.

**STUDENT AFFAIRS: Micheal Summers** – *Dr. Foley reported in Micheal's absence.*

#### **Student Activities –**

- **Spring Semester 2023 Enrollment**
  - Our Spring Semester began on Monday, January 9. As of yesterday afternoon, we have 1922 students registered for spring semester, which is a -1.4% decline over last year. Enrollment will continue to fluctuate over the next couple of weeks. The system is currently experiencing a -2.2% decrease over last year. More information will be presented next month when our 7-day census data is released for the system.
- **GOAL/RPA**
  - Our Georgia Occupational Award of Leadership (GOAL) finalists and Rick Perkins Award finalists will compete locally today and be judged by a team of external

judges. Both will be announced at the next Board Meeting. The local award winners will go on to compete at regional competitions held in April.

- **Student Activities Update**

- OTC and Skillshot Media (Skillshot) have signed a new agreement toward a shared goal to support an esports program at OTC that will field a team in at least one of the games supported by the Georgia Esports league (GEL) for the 2022-2023 season. The agreement with Skillshot, will provide the College with options to implement esports, gaming, digital media curriculum, explore esports research cooperation opportunities, and connect to the gaming industry for student internships and jobs. Skillshot is the owner and operator of the GEL, a comprehensive esports solution run in partnership with the Georgia Film Academy.
- Students, faculty, and staff participated in a food drive to support individuals and families of the Statesboro community during the holiday season. Hosted by the OTC Student Veterans Association, Echocardiography, and Diagnostic Medical Sonography programs, the drive collected enough donations to serve over 180, men, women, and children. The donations were distributed at a local soup kitchen in November. The food drive also included a friendly contest between campus programs. The Veterinary Technology and Adult Education programs donated the most items to the drive.

#### **ADMINISTRATIVE SERVICES: Yolanda Tremble**

##### **November Financial Report\***

- November 30, 2022 YTD budgeted revenue/expenses were \$25,919,620. We received \$12,491,861 in revenue and expensed \$11,934,129. The financial report shows a net income of \$557,732.
- November 30, 2022 YTD Total Current Assets - \$4,180,592; Total Assets - \$4,399,679 = Total Liabilities/Fund Balances \$4,399,679.
- We received 48% of our anticipated revenue and we expensed or encumbered 51%.
- We received \$3.8M of our state funds, which is 38% of our anticipated budget of \$10,150,842
- We received \$721K, of our federal funds, which is 37% of our anticipated budget of \$1,967,508.
- We generated \$4.4M in local funds, which is 43% of our anticipated budget of \$10,299,272.88.
- We have received and expensed \$3.5M (100%) in Hope, Pell, SEOG funds, CARES funds and private loans.

Upon a motion by B. Jones seconded by B. Golden, all in favor; none opposed; the Board reviewed and accepted the November 30, 2022 financial report as presented.

#### **COLLEGE ADVANCEMENT: Stephen Pennington**

##### **Foundation – Stephen Pennington**

##### **Foundation Audit Highlights –**

- Total Net Assets increased by \$83,773 or 2.4% from 6/30/21.
- Total Support and Revenue decreased by \$754,231 from 6/30/21.
- Contributions increased by \$123,985, or 26.4% from 6/30/21 and In-Kind donations decreased by \$7,502.
- Realized and unrealized investment returns decreased by \$866,670 (but because of the \$575,406 gains from FY2021) there was a loss of \$290,464

- Expenses increased by \$66,231 or 30% from 6/30/21.
- Scholarships for 6/30/22 increased by \$47,750 (or 108.8%) which largely is the Last Mile program provided by TCSG. \*\*\* TCSG did not distribute any Last Mile Funds for Spring 2023.

#### **Fundraising:**

- Player piano (for baby grand piano located in Jack Hill Building)
  - QRS player system – Billy and Jo Anne Hickman, \$8,200
- Ellis E. Williams VFW Post 7116 Scholarship - \$500

#### **2023 iGot**

- Save the dates and a call for Volunteers will go out next week
- Pre-call packets for Local board members will be given at the February meeting

#### **2023 iGot dates to remember:**

- Tuesday, February 21 – Evans County Kick-off
- Tuesday, February 28 – Screven County Kick-off
- Thursday, March 9 – Internal Staff Campaign
  - Please consider helping serve breakfast to our wonderful faculty and staff
- Tuesday, March 14 – Bulloch County Kick-off

#### **Upcoming Events:**

- Thursday, February 16, Jack Hill Building, OTC's – Business After Hours
- Tuesday, September 26, Scholarship Banquet
- Thursday, October 5, J. David Memorial Golf Tournament – FHCC

### **ECONOMIC DEVELOPMENT: Carolyn Ethridge/Bobby Jones**

#### **Adult Education**

- Enrollment – 155/252 (62% of Goal)
- HSE Grads – 8/36 (22% of Goal) - HSE Testing Grant is available for individuals who need to complete testing requirements. There is a \$200 cap on testing funds that doesn't allow for re-takes of the same subject and the student has to apply and qualify for the funds.

#### **Business and Industry Training**

- 37,000 training hours; \$482K in revenue
- Industrial Systems Training Brochure included in the Board documents for the Board to look through.
- OTC will be a Certification Site for Amatrol Instructors.
- Amazon Training – 190 apprentices in 2023; currently 2 cohorts in progress
- FY24 Capital Project – Georgia Industrial Systems and Robotics Training Center – The project is in the Governor's budget for FY24t. This is the only TCSG Capital project in the TCSG budget. President Durden asked the Board to be sure to thank our legislators and Bulloch County Development Authority and Board of Commissioners for supporting the project.

#### **Continuing Education**

- 3800 training hours; \$58K in revenue
- Continuing Education catalog complete; distributed digitally.

### **INSTITUTIONAL EFFECTIVENESS: Caughey Hearn – Dr. Taylor reported in Caughey's absence.**

- **Plans/Manuals/Handbooks**



- Disaster Recovery Plan
- Technology Plan
- **Procedures**
  - 3.3.4p3. Privacy Notice to Computer Users Procedure
  - 3.3.4p4. Remote Access Procedure
  - 5.1.11p1. Business Office Procedures for Live Work Projects Procedure
  - 5.1.11p2. Automotive Technology Live Work Projects Procedure
  - 5.1.11p3. Cosmetology/Esthetician Live Work Projects Procedure
  - 5.1.11p4. Electrical Systems Technology Live Work Projects Procedure
  - 5.1.11p5. Funeral Service Education Live Work Projects Procedure
  - 5.1.11p6. Hospitality/Culinary Arts Live Work Projects Procedure
  - 5.1.11p7. Opticianry Live Work Projects Procedure
  - 5.1.11p10. Heavy Diesel Technology Live Work

Upon a motion by T. Hall, seconded by C. Ethridge; all in favor; none opposed; the Board reviewed and accepted the proposed changes to the procedures as presented.

#### **TECHNOLOGY & INSTITUTIONAL SUPPORT: Dr. Barbara Golden**

**Joseph E. Kennedy Reconfiguration** – The renovation continues to move forward as expected. The new walls are framed and provide the first peek into the new layout of the space. The old boardroom location is divided into offices and the new location includes lots of windows.

**OSB Interior Renovation** - Work continues on the project manual with many of the details being documented and lots of decisions being made related to finishes, fixtures, and addressing specialty areas. Additionally, some minor layout changes have been added to the project to improve traffic flow.

#### **PRESIDENT’S REPORT: Lori Durden**

- Spring semester is underway.
- Governor’s Budget – Budget hearings taking place today at the Capitol.
  - \$2000 pay increase for teachers and state employees – total cost for TCSG is over \$10M. Governor put \$10M in TCSG budget to cover it. However, formula funding from Fall FY22 yielded a decrease of \$9M. The System as a whole had a decrease in credit hours that year. The System has a net increase of \$1M in the budget for all colleges. It will cost Ogeechee Tech \$500K to fund the pay increase.
- Bobby Jones asked if we should keep the board informed on what is happening with the Hyundai Metaplant and other suppliers moving to Bulloch County and the impact it will have on the surrounding communities. President Durden reminded the Board about the Statesboro-Bulloch County Planning Group and what their focus is on the impact it will have on the community. Housing is a major aspect of the coming impact. President Durden will continue to update the Board as things progress with the committee.
- State Board Ethical Responsibilities Acknowledgement was distributed to each Board member for review and signature. This is an annual requirement for all Local and State Board members of the Technical College System of Georgia.

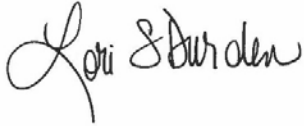
#### **CHAIRPERSON’S REPORT: Mark Anderson**

- Mark emphasized to the Board to thank our local delegates for their support of the Technical College System.

**ADJOURN:** There being no further business at this time the meeting adjourned at 9:55 a.m.

The next meeting of the Local Board of Directors is **February 15, 2023** at 9:00 a.m. Jack Hill Building Magnolia Boardroom.

Respectfully submitted,

A handwritten signature in black ink that reads "Lori S. Durden". The signature is written in a cursive style with a large, stylized initial "L".

Lori S. Durden  
Executive Secretary

**OGEECHEE TECHNICAL COLLEGE**  
**BOARD OF DIRECTORS MEETING**

Jack Hill Building | Oak Room  
February 15, 2023 | 9:00 a.m.

**MEMBERS PRESENT:** Mark Anderson, Carolyn Etheridge, Dr. Barbara Golden, Tammi Hall, Caughey Hearn, Bobby Jones, Stephen Pennington, Micheal Summers, and Yolanda Tremble  
**MEMBERS ABSENT:** Grace Waits

**STAFF PRESENT:** Michelle Davis, Lori Durden, Dr. Ryan Foley, Karen Mobley, Jan Moore, and Dr. Brandy Taylor

**STAFF ABSENT:** Jeff Davis and Eyvonne Hart

**CALL TO ORDER:** Pursuant to the date and location stated above, Mark Anderson called the meeting to order at 9:06 a.m.

**INVOCATION:** Yolanda Tremble gave the invocation.

**REVIEW OF AGENDA:** Upon a motion by T. Hall, seconded by B. Jones; all in favor; none opposed; the Board accepted the agenda as presented.

**REVIEW OF MINUTES:** Upon a motion by S. Pennington, seconded by Y. Tremble; all in favor; none opposed; the Board accepted the minutes of January 18, 2023 Local Board of Directors as presented.

**REVIEW OF STATE BOARD AGENDA/MINUTES:**

The following items were approved during the February 2, 2023 State Board meeting.

- Degree Program in Nursing Bridge (NB13), effective January 2024
- Degree Program in Nursing (NU93), effective January 2024

**COMMITTEE REPORTS**

**ACADEMIC AFFAIRS: Tammi Hall**

**Program Updates –**

- NurseJournal recently ranked the Ogeechee Technical College Practical Nursing program as being the 4th best value in the country for people seeking an LPN program. NurseJournal uses a data-driven methodology to rank the best LPN programs, based on metrics that matter most to students, including academic quality, affordability, reputation, and program offerings. According to the U.S. Bureau of Labor, about 58,000 openings for licensed practical and licensed vocational nurses are projected yearly during this decade. The Practical Nursing program at Ogeechee Tech prepares graduates to enter the workforce and provide quality patient care through academic and occupational knowledge.
- Ogeechee Technical College has named Kathleen Bombery the new Dean for Academic Affairs overseeing Health Sciences and Online Learning. Bombery who began working at OTC on January 2, was previously serving as Dean for Health Sciences at Savannah Technical College where she provided leadership, supervision, and overall day-to-day management of the Health Sciences Division. Prior to working at Savannah Tech, she served as the Associate Dean of Health Sciences at Chattahoochee Technical College. In

addition to her extensive background in education, Bombery has also earned the Certified Health Education Specialist (MCHES) designation from the National Commission for Health Education Credentialing.

### **Rick Perkins Award (RPA)**

- Chris Page, Paramedicine Technology Program Director, was recently named Ogeechee Technical College's 2023 Rick Perkins Award for Excellence in Technical Instruction recipient at the annual Spring Faculty & Staff Meeting and Awards Ceremony held on January 24 in the Jack Hill Building.

The Rick Perkins Award for Excellence in Technical Instruction is an annual, statewide competition that honors the Technical College System of Georgia's most outstanding instructors. Started in 1991, this honor recognizes technical college instructors who make significant contributions to technical education through service, innovation, and leadership in their field.

Following OTC's nomination, Page will interview in the regional competition in Tifton on February 21. If selected as one of three finalists from the region he will move on to compete for the state title the week of April 24-26 in Atlanta.

### **PR/MARKETING: Grace Waits – Dr. Foley reported in Grace's absence**

- **New Ogeechee Tech Website Presentation – Sean Payne**
  - On February 1, the PR/Marketing team launched the completely redesigned Ogeechee Technical College Website. Sean Payne, Executive Director for PR/Marketing, presented the new site and talked about the site enhancements.

### **STUDENT AFFAIRS: Micheal Summers**

#### **Student Activities –**

- **Spring Semester 2023 Enrollment – 7-day Report (ATTACHED)**
  - In the packet, you'll see TCSG's preliminary enrollment data for all colleges. On the census date this data was pulled, we had 1,921 students registered for spring semester which is a –0.7% decline over last year. We decreased by 8.7% in our traditional student enrollment but increased 36% in dual enrollment!
- **GOAL (Georgia Occupational Award of Leadership)**
  - Justin Clenny, OTC alum of the Information Technology program and current Cybersecurity student, was recently named OTC's 2023 Georgia Occupational Award of Leadership recipient.
  - Both the GOAL and RPA winner will participate in a regional competition next Tuesday, February 21st in Tifton, GA.
- **Dual Enrollment Appreciation Event**
  - Last Thursday, February 9th, Ogeechee Tech hosted the second annual Dual Enrollment Appreciation Event. Local high school counselors and Board of Education Staff joined some of our faculty and staff for breakfast. During the meal, attendees heard from various speakers including Chris Page, our instructor of the year, and Justin Clenny, our student of the year. This event was held in order to show our thanks to our external dual enrollment partners.
- **2023 Spring Commencement – May 11, 7:00 pm, Hanner Field House**

## **ADMINISTRATIVE SERVICES: Yolanda Tremble**

### **December Financial Report\***

- December 31, 2022 YTD budgeted revenue/expenses were \$26,049,332. We received \$13,735,780 in revenue and expensed \$13,610,288. The financial report shows a net income of \$125,492.
- December 31, 2022 YTD Total Current Assets - \$3,613,397; Total Assets - \$3,981,360 = Total Liabilities/Fund Balances \$3,981,360.
- We received 53% of our anticipated revenue and we expensed or encumbered 57%.
- We received \$4.7M of our state funds, which is 46% of our anticipated budget of \$10,150,842
- We received \$773K, of our federal funds, which is 39% of our anticipated budget of \$1,967,508.
- We generated \$4.6M in local funds, which is 45% of our anticipated budget of \$10,300,815.
- We have received and expensed \$3.6M (100%) in Hope, Pell, SEOG funds, CARES funds and private loans.

Upon a motion by B. Golden seconded by C. Hearn, all in favor; none opposed; the Board reviewed and accepted the December 31, 2022 financial report as presented.

## **COLLEGE ADVANCEMENT: Stephen Pennington**

### **Foundation – Stephen Pennington**

#### **Budget (as of 12/31/22)**

Total assets \$3,882,595

Total liabilities \$0.00

Total Fund Balance \$3,882,595

### **2023 iGot Campaign: “It’s Time”**

- Local Board pre-call packets distributed (Please have all pre-calls completed by 3/1/23)
- Encouraged all board member to attend and volunteer at kickoff events (dates highlighted below)

#### **Evans County:**

**Tuesday, February 21, Evans County Kickoff, 12:00 pm, Veterans Building**

Wednesday, March 1, Claxton Rotary presentation, 12:00 pm, Veterans Building

#### **Screven County:**

Monday, February 27, Sylvania Lions Club, 7:00 pm, Net’s Seafood

**Tuesday, February 28, Screven County Kickoff, 12:00 pm, 1023 Grill**

#### **Bulloch County:**

Thursday, February 16, Statesboro Kiwanis, 12:00 pm, Kiwanis Fairgrounds

Thursday, February 23, Downtown Rotary, 7:00 am, Uncle Shug’s

Tuesday, February 28, Brooklet Kiwanis, 6:00 pm, Randy Newman Center

Tuesday, March 7, Exchange Club, 11:30 am, Fordham’s Farmhouse

Wednesday, March 8, Statesboro Rotary Club, 12:00 pm, FHCC

Thursday, March 9, Internal Employee Giving Kickoff, 8:00 am, Oak Room

**Tuesday, March 14, Bulloch County Kickoff, 8:00 am, Oak Room**

### **Fundraising:**

- Verbal commitment of endowment (minimum \$25,000) – working to finalize which program of study (Agribusiness, Wildlife Management, Electrical)

### **Upcoming Events:**

- Thursday, February 16, Jack Hill Building, OTC's – Business After Hours
- Tuesday, April 18, Apprenticeship vs Internship Information Session
- Tuesday, September 26, Scholarship Banquet
- Thursday, October 5, J. David Memorial Golf Tournament – FHCC

### **ECONOMIC DEVELOPMENT: Carolyn Etheridge/Bobby Jones**

#### **Adult Education**

- Enrollment – 170/252 (67% of Goal)
- Measurable Skill Gain – 44% of enrollment
- HSE Grads – 11/36 (31% of Goal)
- The program will participate in the TABE 13 & 14 Winter Field Test
- MOU with WorkSource Coastal to provide adult education services in adult basic education and GED preparation to clients of WorkSource Coastal in Bulloch and Screven Counties.
- EAGLE Leadership Institute and State Competition is March 1-3 in Atlanta. Although our EAGLE and Outstanding Teacher of the Year nominees did not make the regional finals, they both served as great representatives of OTC.

#### **Business and Industry Training**

- Smart Automation Certification Alliance (SACA) – the premiere credentialing organization for Industrial systems, industrial technology and Industry. OTC is a silver and gold testing site for SACA and was recognized as one of the top 5 institutions for awarding the most certificates in 2022.
- Amatrol Technical Training Institute (ATTI) – the College entered into an MOU to become an Amatrol ATTI Regional Training Center. We will be one of a few colleges in the country where instructors are sent to learn how to train their students on the Amatrol trainers that they have purchased.
- The community anticipates an influx of approximately 1700 new jobs from the Hyundai plant and associated manufacturers. OTC anticipates to provide training that QuickStart is not equipped to provide. QuickStart is a division of TCSG and provides free training to employers. OTC's customized training is not free but provides more advanced training.

#### **Continuing Education**

- Apprenticeships – ACE Electric apprenticeship program will begin this summer.
- Apprenticeships vs Internships information session planned for April 18 to introduce our business and industry partners to the programs we offer and how we can partner with them to increase the pipeline of trained employees.

### **INSTITUTIONAL EFFECTIVENESS: Caughey Hearn**

- **Plans/Manuals/Handbooks**
  - Facilities Maintenance Plan
  - Warranty Claim Procedures Manual
- **Procedures**
  - 1.1p. Development, Approval and Review of Local Procedures
  - 1.1p.a2. Local Procedure Format
  - 3.3.4p5. Laptop Computer Use Procedure
  - 5.1.2p9. Posthumous Honorary Associate Degree, Diploma and Certificate Procedure

- 6.2.1p4. Student Assessment Procedure
- 6.4.1p1. College Catalogs Procedure

Upon a motion by S. Pennington, seconded by M. Summers; all in favor; none opposed; the Board reviewed and accepted the proposed changes to the procedures as presented.

#### **TECHNOLOGY & INSTITUTIONAL SUPPORT: Dr. Barbara Golden**

- **Project Updates**
  - The JEK Renovation project is slightly delayed due to the material availability, but overall progress continues.
  - The Occupational Studies Building Renovation project manual is complete and will now move to the bidding and award phase for about 2 months.
- **The Venues** - The College continues to provide facilities for a significant number of events. In addition to the traditional academic classes, there have been 231 internal events since last July with 119 already scheduled before the fiscal year ends in June. External usage is also impressive with 57 events already and 31 more on the FY23 calendar. This adds up to a total of 438 (and growing!) events being hosted by the College in FY23, with 25 events already booked in FY24. Although the obvious goal is to supplement the overall budget, these events provide opportunities for a wide and diverse group of people to experience OTC in-person – and then they get it.

#### **PRESIDENT’S REPORT: Lori Durden**

- There are several Board members whose terms will expire at the end of this fiscal year in June. If you have suggestions for new board members please let President Durden know. New Board members will be presented to the Local Board next month and submitted to TCSG for State Board approval in April.
- Ryan announced OTC received the Large Business of the Year award from the Screven County Chamber of Commerce during the annual awards banquet last month.

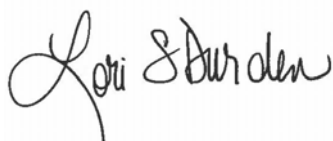
#### **CHAIRPERSON’S REPORT: Mark Anderson**

- Mark thanked everyone for their continued support of the college.

**ADJOURN:** There being no further business at this time the meeting adjourned at 10:00 a.m.

The next meeting of the Local Board of Directors is **March 15, 2023** at 9:00 a.m. Jack Hill Building Magnolia Boardroom.

Respectfully submitted,



Lori S. Durden  
Executive Secretary

**OGEECHEE TECHNICAL COLLEGE**  
**BOARD OF DIRECTORS MEETING**

Jack Hill Building | Oak Room  
March 15, 2023 | 9:00 a.m.

**MEMBERS PRESENT:** Carolyn Etheridge, Dr. Barbara Golden, Tammi Hall, Caughey Hearn, Bobby Jones, Stephen Pennington, and Yolanda Tremble

**MEMBERS ABSENT:** Mark Anderson, Micheal Summers, and Grace Waits

**STAFF PRESENT:** Jeff Davis, Michelle Davis, Lori Durden, Dr. Ryan Foley, Eyvonne Hart, Karen Mobley, and Dr. Brandy Taylor

**STAFF ABSENT:** Jan Moore

**CALL TO ORDER:** Pursuant to the date and location stated above, Bobby Jones called the meeting to order at 9:10 a.m.

**INVOCATION:** Caughey Hearn gave the invocation.

**REVIEW OF AGENDA:** Upon a motion by B. Golden, seconded by S. Pennington; all in favor; none opposed; the Board accepted the agenda as presented.

**REVIEW OF MINUTES:** Upon a motion by T. Hall, seconded by S. Pennington; all in favor; none opposed; the Board accepted the minutes of February 15, 2023 Local Board of Directors as presented.

**REVIEW OF STATE BOARD AGENDA/MINUTES:**

The following items were approved during the March 2, 2023 State Board meeting.

- Approval on the acquisition of 5.602 acres of unimproved land located on 10177 Hwy 301 South, Statesboro, GA from the Development Authority of Bulloch County as the site for the Georgia Industrial Systems & Industrial Robotics Training Center.

**COMMITTEE REPORTS**

**ACADEMIC AFFAIRS: Tammi Hall**

**Program Updates –**

- Bill Worthington, OTC's Agribusiness Instructor, was named the Evans County 2022 Conservationist of the Year by the Ogeechee River Soil and Water Conservation District. The presentation was made on February 2 during the district's 72nd annual meeting. The Conservationist of the Year award exists to recognize farmers or landowners who have conducted exemplary conservation work on their land. It is awarded to those who have demonstrated a strong commitment to soil and water conservation through land stewardship, outreach, and education.

**New Program Requests\***

The Business Technology program has undergone a complete renovation of the curriculum to ensure it remains relevant in today's workforce. The following programs will replace the existing programs we currently offer.

- Business Technology AAS (BT23)
- Business Technology Diploma (BT12)



The following certificates are embedded within our larger degree and diploma programs. These programs allow us to award students a certificate as they progress through their programs.

- Administrative Support Assistant TCC (AS81)
- Microsoft Office Applications Professional TCC (MF81)
- Freight Brokerage TCC (FB11)

Upon a motion made by C. Etheridge, seconded by S. Pennington, all in favor; none opposed; the Board accepted the New Program Requests as presented.

**PR/MARKETING: Grace Waits** - *Dr. Foley reported in Grace's absence*

**Press Release Highlights -**

**OTC students deliver cards to Brown's Health and Rehab Center**

- Students in the National Technical Honor Society (NTHS) at OTC recently delivered encouraging Valentine's Day cards to clients at Browns Health & Rehabilitation Center.
- In addition to the cards, students delivered some snack items to place inside the nurse's break room to show appreciation for their service to the community. The students spent the first few weeks of February decorating and writing cards for the clients at Brown's and ended up completing 68 cards for the center.

**OTC students and staff serve at the local soup kitchen**

- The Student Leadership Council (SLC) at OTC sponsored the Statesboro Soup Kitchen at the First United Methodist Church in Statesboro in February.
- Volunteers from the SLC, Adult Education, Early Childhood Care & Education, Dental Assisting, Radiologic Technology, and General Education programs served 134 hot meals of corn dogs, macaroni & cheese, fruit, and cookies. The group also prepared 55 to-go meals that included sandwiches, fruit, and cookies.
- This is the first of four Saturdays throughout the year that the SLC will sponsor. However, the Soup Kitchen is open from 11:00 a.m. – 1:00 p.m. every Saturday for service.

**STUDENT AFFAIRS: Micheal Summers** - *Dr. Foley reported in Grace's absence*

**Student Activities –**

**SkillsUSA Competition**

- OTC's SkillsUSA team won three gold medals and a silver medal at the SkillsUSA Georgia State Leadership and Skills Conference in Atlanta, March 9-11. OTC competed in four categories winning gold medals in Cybersecurity, Early Childhood, and Career Pathways – Industrial & Engineering Technology, and earned a silver medal in Quiz Bowl. Justin Clenny and Dalton Flanders, students in OTC's Cybersecurity program, became the first members to win a gold medal in that category in only the second year of competing in the category.
- Students who won gold medals will now travel to the SkillsUSA National Event in the summer to compete against students from across the country.

**Spring Open House**

- OTC's Spring Open House is scheduled for Thursday, March 23 from 5pm until 7pm at all three locations in Statesboro, Hagan, and Sylvania. The public will have an opportunity to explore campus, visit with program faculty, and meet with admissions and financial aid representatives.

**Career Fair**

- Employers representing about 70 different companies will have the chance to interact with students and members of the public on campus on April 12, 2023 for the Annual

OTC Career Fair. This event always proves to be very beneficial to our students. Students are able to submit applications and resumes to employers with open positions. We generally receive a lot of positive feedback from employers and students and look forward to April 12th.

### **ADMINISTRATIVE SERVICES: Yolanda Tremble**

#### **January Financial Report\***

- January 31, 2023 YTD budgeted revenue/expenses were \$27,000,250. We received \$16,015,738 in revenue and expensed \$15,601,537. The financial report shows a net income of \$414,202.
- January 31, 2023 YTD Total Current Assets - \$4M; Total Assets - \$4.3M = Total Liabilities/Fund Balances \$4.3M.
- We received 59% of our anticipated revenue and we expensed or encumbered 62%.
- We received \$5.5M of our state funds, which is 54% of our anticipated budget of \$10,150,842
- We received \$659K, of our federal funds, which is 34% of our anticipated budget of \$1,967,508.
- We generated \$5.3M in local funds, which is 51% of our anticipated budget of \$10,300,815.
- We have received and expensed \$4.6M (100%) in Hope, Pell, SEOG funds, CARES funds and private loans.

Upon a motion by T. Hall, seconded by C. Hearn, all in favor; none opposed; the Board reviewed and accepted the January 31, 2023 financial report as presented.

### **COLLEGE ADVANCEMENT: Stephen Pennington**

#### **Foundation – Stephen Pennington**

##### **2023 iGot Campaign:**

- Victory Celebration - Wednesday, March 22, 5:00 – 6:30 pm, Visit Statesboro
- The Foundation received \$150,000 donation from an anonymous donor during the Bulloch County iGot campaign yesterday.

##### **Fundraising:**

- Final payout of \$4,000 for the Last Mile funds was distributed this semester
- Sylvania Lyons Club pledged \$1,000 for a new scholarship for Screven County students
- The internal employee campaign is currently at 94% participation rate (as of 39/23). There were some employees that were not present during Professional Development Day. Michelle feels confident the participation rate will increase.

##### **Scholarships:**

- Scholarship Applications for Fall 2023 and Spring 2024 open April 17-June 30.
- The Foundation will conduct workshops to help guide students through the process of applying.
- We will not be receiving any additional Last Mile Funding

##### **New Scholarships for Fall 2023 and spring 2024:**

- Warren Ball Family FWM Endowed Scholarship
- Joiner Anderson Funeral Home and Crematory Endowment
- The Honorable Jan B. Tankersley Endowed Nursing Scholarship
- Bill and Ruthie Crider Service Leadership Scholarship
- Ellis E. Williams VFW Post 7116 Scholarship
- Sylvania Lions Club Scholarship
- Travel Center of America Scholarship

- Vison Council – Open Your Eyes Scholarship
- Charles Gary Tippins Endowed Scholarship

## **ECONOMIC DEVELOPMENT: Carolyn Etheridge/Bobby Jones**

### **Adult Education**

- Enrollment – 196/252 (% of Goal)
- Measurable Skill Gain – 44% of enrollment
- The FY24 Continuation Grant opened on Friday, March 3. The grant submission is due on April 14. The renewal process has been greatly simplified. The program is not being asked to submit its budget as part of the renewal submission. It is being asked to submit its budget after the award is announced.
- The program is holding a Spring Break Online Hours Challenge. This event has been very successful in the past. We encourage students to log additional online hours during their spring break. The student in each county with the most hours logged (that shows progression in the platform) will win a \$50 gift card.

### **Industry Training, Continuing Education, and Apprenticeships**

- 50,831 Training Hours with \$717,890.99 in Revenue YTD
- Students receiving industrial systems training through the division have earned 297 nationally certified credentials through January of this fiscal year.
- Amazon has requested that we increase the number of participants in each cohort, and has requested that we work with them in developing online content for existing technicians to access. This will be a major undertaking that will provide a revenue stream in addition to the on campus training currently being conducted. This training will not replace the in-person MRA training program.
- We are excited to be conducting robotics training for a JTEKT partner facility in Greenville, South Carolina. Thank You Bobby!!!
- We just held a very successful Business and Industry Showcase for 9<sup>th</sup> graders. We had more than 350 students participate from Bulloch, Candler and Evans counties.
- The college is holding an informational meeting on April 18<sup>th</sup> titled – Build Your Workforce Pipeline. It will highlight opportunities to engage with the college in the areas of Career Services, Internships, and Apprenticeships.

## **INSTITUTIONAL EFFECTIVENESS: Caughey Hearn**

There are no Plans, Manuals, Handbooks or Guides for review this month.

### **Procedures\***

- 2.3.5p. Substantive Change Reporting Procedure
- 2.3.6p. Accreditation Reporting Standards Procedure
- 3.1.12p1. Cooperative Nonprofit Organizations Procedure
- 3.1.12p2. Foundation Procedure
- 3.3.3p2. Electronic Message Board Usage Procedure
- 3.3.4p6. Web Design Procedure
- 4.4.4p1. Performance Management Procedure
- 5.1.3p1. Advisory Committees Procedure
- 6.2.1p2. Repetition of Courses for Competitive Admission Programs Procedure
- 6.2.1p3. Readmission to Competitive Admission Programs Procedure
- 6.5.1p1. Academic Standards, Evaluations, and Appeals Procedure
- 6.5.2p1. Grading System Procedure

- 6.6.3p1. Fundraising Request Procedure
- 6.6.4p1. Satisfactory Academic Progress/ Requirements for Financial Aid Procedure

Upon a motion by Y. Tremble, seconded by B. Golden; all in favor; none opposed; the Board reviewed and accepted the proposed changes to the procedures as presented.

## **TECHNOLOGY & INSTITUTIONAL SUPPORT: Dr. Barbara Golden**

### **Project Updates**

- The JEK Renovation project continues to experience delays, but overall progress continues. The new goal is to complete the project by June 1.
- The March 20 pre-bid meeting for the Occupational Studies Building Renovation starts the 30-day timer for contractors to submit their bids for this project. The low bidder will be awarded with hopes for a construction start in May.
- The Pavilion has reached a level of completion where it is fully functional and ready for use for both internal and external events. The latest round of improvements included grading and seeding the lawn, installing landscaping, and extending the presentation pad at the base of the tiered seating.

## **PRESIDENT'S REPORT: Lori Durden**

- The Georgia Industrial Systems & Industrial Robotics Training Center (GISIRTC) building was approved by the Governor and is fully funded. The Design Professional selection will begin immediately.
- President Durden and Jan Moore met with Hyundai representatives yesterday. Hyundai is interested in more in depth training and employees than QuickStart is able to provide. The plant is expected to open in October 2024. Hyundai representatives will return in two weeks for another meeting with TCSG Commissioner, Greg Dozier, and other TCSG and Ogeechee Tech representatives. They are also interested in a short term TCC that would include EV/Hybrid instruction. Their entry level positions require general knowledge of how the EV/hybrid systems work. Caughey Hearn asked how many employees Hyundai anticipates will come from Korea to work at the plant. Hyundai anticipates approximately 1,000 of the 8,000 employees will be brought from Korea on a temporary basis.
- New Board Members - Five Board positions to fill for FY24. Their first term begins July 1, 2023.
  - Brannen Smith, Morris Bank - Bulloch
  - Theresa Phillips, Bulloch BOE - Bulloch
  - Melissa White, Statesboro Properties - Bulloch
  - Mac Edwards, Evans County Sheriff – Evans
  - Chairman – Bobby Jones
  - Co-Chair – Micheal Summers
  - One more seat to fill for Bulloch

A motion to accept the new Local Board Members was made by C. Etheridge, seconded by T. Hall, all in favor; none opposed; the Board accepted the proposed new Local Board members as presented.

## **Co-CHAIRPERSON'S REPORT: Bobby Jones**

Bobby thanked everyone for their time today.

**ADJOURN:** There being no further business at this time the meeting adjourned at 9:51 a.m.

The next meeting of the Local Board of Directors is **April 19, 2023** at 9:00 a.m. Jack Hill Building  
Magnolia Boardroom.

Respectfully submitted,

Lori S. Durden  
Executive Secretary

# OGEECHEE TECHNICAL COLLEGE

## BOARD OF DIRECTORS MEETING

Jack Hill Building | Oak Room

April 19, 2023 | 9:00 a.m.

**MEMBERS PRESENT:** Mark Anderson, Carolyn Etheridge, Tammi Hall, Caughey Hearn, Bobby Jones, Stephen Pennington, Micheal Summers, Yolanda Tremble and Grace Waits

**MEMBERS ABSENT:** Dr. Barbara Golden

**STAFF PRESENT:** Jeff Davis, Michelle Davis, Lori Durden, Dr. Ryan Foley, Eyvonne Hart, Karen Mobley, Jan Moore, and Dr. Brandy Taylor

**STAFF ABSENT:** None

**CALL TO ORDER:** Pursuant to the date and location stated above, Mark Anderson called the meeting to order at 9:01 a.m.

**INVOCATION:** Bobby Jones gave the invocation.

**REVIEW OF AGENDA:** Upon a motion by B. Jones, seconded by S. Pennington; all in favor; none opposed; the Board accepted the agenda as presented.

**REVIEW OF MINUTES:** Upon a motion by C. Carolyn, seconded by B. Jones; all in favor; none opposed; the Board accepted the minutes of March 15, 2023 Local Board of Directors as presented.

### **REVIEW OF STATE BOARD AGENDA/MINUTES:**

No mention of Ogeechee Tech in the March 30, 2023 State Board minutes.

### **COMMITTEE REPORTS**

#### **ACADEMIC AFFAIRS: Tammi Hall**

##### **Program Updates**

- Students and alumni of the Fish and Wildlife Management program improve career readiness by completing FFT2 Basic Wildland Firefighter training at General Coffee State Park in Nichols, Georgia. Three current students and several alumni participated in the training which began with an intense pack test that required them to walk 2 miles in 35 minutes while carrying 25 pounds. Carbonaro, an army veteran, opted to take the arduous pack test that required walking 3 miles in 45 minutes while carrying 45 pounds. This certification is required by the Georgia Department of Natural Resources (DNR) for anyone who wishes to help with a prescribed burn and will increase our student's future employment opportunities.
- OTC alum Mike Moore (2019), a Wildlife Technician at the Canoochee Sandhills and Burn Boss of DNR's Southeast Burn Team, served as one of the training leaders for the certification.
- In celebration of National Children's Dental Health Month, students in the Dental Assisting program visited Pre-K classrooms across the area. Each group of Dental Assisting students was responsible for creating their own presentation and educating

students about oral health and nutrition. Each OTC student facilitated games, talked about germ bugs (bacterial plaque), proper brushing habits, flossing, snack choices, and what a trip to the dentist will be like. Each child received a new toothbrush and coloring sheets. OTC students visited the following area Pre-K classrooms for their presentations: Brooklet Elementary, Bulloch Academy, Southeast Bulloch, and Stilson Elementary. They also visited Bryan County Head Start and Tombs County Head Start.

### **New Advisory Committee Members\***

- Advisory committees are vital to ensuring our programs remain current with industry needs. Committees review items like curriculum, equipment, and program data and make recommendations as needed.

Upon a motion made by C. Ethridge, seconded by C. Hearn, all in favor; none opposed; the Board accepted the New Advisory Committee Members as presented.

### **PR/MARKETING: Grace Waits**

- **New Marketing Campaign** – Starting this month, you'll begin to see a new marketing campaign themed *Take Control*. It will be focused on expressing the value of attending OTC, specifically the low cost of attendance and the return on a student's investment. The term, "Take Control" is a call to action and will be used to challenge prospective students to enroll and take control of his/her finances, education, career, journey, and story. We'll also be integrating powerful impact statements from graduates. For example, a Paramedicine graduate stated: "I saved a life today because of the training I received in the Paramedicine program". We want to convey the value that technical education delivers. We'll share some of the marketing collateral during our next meeting. We are currently developing the full campaign, but will begin releasing parts of the digital campaign this month.

### **STUDENT AFFAIRS: Micheal Summers**

#### **New Employees**

- Mark Gerbino started on March 16 as our Chief of Police/Director for Campus Safety & Security. He has experience as a chief of police in the Technical College System of Georgia along with years of police work with various agencies. He will lead all efforts to continue keeping our campus communities safe.
- Michelle Fields began on April 3 as our Dual Enrollment Coordinator/Recruiter. A retired educator of 30 years, she brings a deep knowledge of education to our admissions team. She will be leading recruitment efforts and working closely with high schools in our service delivery area.
- Anne Johnson joined us on April 17 as our Student Success Coach. She spent 9 years at Georgia Southern University in the Financial Aid Office where she worked directly with students. She will be championing retention efforts across campus in order to best support OTC students.

#### **Spring Open House**

- OTC's Spring Open House was held on Thursday, March 23, 5-7pm at all three locations in Statesboro, Hagan, and Sylvania. We saw 115 attendees and received 189 admission applications.

#### **Career Fair**

- OTC's Career Fair was held on Wednesday, April 12 from 9am-12pm in the Jack Hill Building. There were 52 employers and 188 attendees, compared to 142 attendees last year. An addition to the event this year was the opportunity for current OTC students to have a professional headshot taken by our PR/Marketing staff for free.

- Feedback from both the Open House and the Career Fair has been positive so far.

### **OASIS Food Pantry Spring Meal Giveaway**

- The OASIS Food Pantry gave away 6 full meals the week leading up to Easter based on student requests. The pantry continues to service students as needed throughout the year.

### **ADMINISTRATIVE SERVICES: Yolanda Tremble**

#### **February Financial Report\***

- February 28, 2023 YTD budgeted revenue/expenses were \$28.6M. We received \$20.6M in revenue and expensed \$20.1M. The financial report shows a net income of \$564K.
- February 28, 2023 YTD Total Current Assets - \$4.2M; Total Assets - \$4.5M = Total Liabilities/Fund Balances \$4.5M.
- We received 70% of our anticipated revenue and we expensed or encumbered 75%.
- We received \$6.3M of our state funds, which is 62% of our anticipated budget of \$10,208,676
- We received \$704K, of our federal funds, which is 36% of our anticipated budget of \$1,967,508.
- We generated \$7.2M in local funds, which is 71% of our anticipated budget of \$10,024,486.
- We have received and expensed \$6.5M (100%) in Hope, Pell, SEOG funds, CARES funds and private loans.

Upon a motion by C. Ethridge, seconded by M. Summers, all in favor; none opposed; the Board reviewed and accepted the February 28, 2023 financial report as presented.

### **COLLEGE ADVANCEMENT: Stephen Pennington**

#### **Foundation – Stephen Pennington**

- 100% participation from College employees and both Local and Foundation Boards.
- Raised over \$1M; previous year raised \$616K. Increase came through the number of donors, new endowed scholarships, and an anonymous donor who gave \$150K.
- 577 donors (456 in FY22); more individual donors than businesses
- Planned Giving Campaign
- Scholarships open April 20. Workshops available to assist students in completing the application.

### **ECONOMIC DEVELOPMENT: Carolyn Etheridge/Bobby Jones**

#### **Adult Education**

- 197 (252 Goal); 17 GED (36 Goal)
- Grant application submitted

#### **Industry Training, Continuing Education, and Apprenticeships**

- 61K training hours, \$800K in revenue
- College named a Regional Instruction Training Center for SACA to train other instructors for Gold certification in Industrial Maintenance. Only location in Georgia that provides this training.
- College named an Authorized Amatrol ATTI training center. Only three other locations in the country in Florida, Illinois and Iowa.
- Drivers Ed
- Bobby mentioned they are seeing more unionized activity in the area.



## **INSTITUTIONAL EFFECTIVENESS: Caughey Hearn**

### **FY2024 Estimated PERKINS Allocation**

- Largest allocation we have ever received.
- PERKINS funding is used for personnel, equipment, special populations students, professional development, etc.
- FY2024 budget allocation is \$603,889

### **Plans, Manuals, Handbooks, Guides\***

- Academic Affairs Classroom/Lab Safety Management Plan
- Advisory Committee Guidebook
- Business Continuity Plan
- Career Services Plan
- Emergency Operations Plan
- Employee Handbook
- Exposure Control Plan
- Hazardous Communication Program Plan/Inventory
- New Employee Orientation Manual
- Program Management Plan
- Occupation-Based Instruction Management Plan

### **Procedures\***

- 2.4.1p1. Local Board Responsibilities and Authority Procedure
- 2.4.1p2. Local Board Bylaws Procedure
- 3.3.4p2. Email Use Procedure
- 4.9.5p1. Professional Development Procedure
- 5.1.2p2. Credit Hour Procedure
- 5.1.2p5. Proctoring Procedure
- 6.8.1p1. Field Trips Procedure
- 6.8.4 TCSG State Board Policy & Procedure – Free Speech
  - Replacing the OTC Local Public Demonstration Procedure

Upon a motion by B. Jones, seconded by Y. Tremble; all in favor; none opposed; the Board reviewed and accepted the proposed changes to the procedures as presented.

## **TECHNOLOGY & INSTITUTIONAL SUPPORT: Dr. Barbara Golden – Jeff Davis reported in Barbara's absence**

### **Project Updates**

- JEK Reconfiguration - The JEK Renovation project progress continues. The primer coat of paint has been applied and the ceilings are going in. We are in the final days of preparing for the last major construction phase of cutting the new double glass door entry system into the brick wall of the main lobby. It's getting close! Furniture installation scheduled for June 6-7.
- OSB Interior Renovation - Three local contractors submitted bids for this project. All were above the originally budgeted amount, but this was not completely unexpected. The college is working to secure additional funding since postponing the project would likely result in a higher bid and the project timeline would be less desirable.
- The first external event at the Pavilion was held this past weekend. The event went well.

### **PRESIDENT'S REPORT: Lori Durden**

- Legislative Session has come to a close. OTC was the benefactor of funding for the GISRTC building. The Governor approved a \$2K COLA increase for state employees,

formed a Truck Driver Shortage Senate Committee to prepare a study, and funded the HOPE Scholarship and HOPE Grant at 100%.

- Hyundai Motor Group has visited the OTC campus several times to discuss potential training opportunities. Entry level positions (approx. 2000) require HS diploma or GED with \$22-24/hr pay (\$40-45K/yr).
- GOAL/RPA Leadership Summit April 24-27 in Atlanta. The GOAL and Rick Perkins Award winners will be announced and Colleges will receive their FY24 budgets.
- Executive Council Retreat – May 3-5, 2023. Planning for FY24.
- Spring Commencement – May 11, 7:00 pm. Commencement speaker is Bryan Realiza. An alumni at EGRMC.
- Board Member Appointments & Reappointments
  - Board Members rolling off:
    - Mark Anderson – Served 3 terms
    - Tammi Hall – Served 3 terms
    - Yolanda Tremble – Served 3 terms
    - Carolyn Ethridge – Served 2 terms
    - Dr. Barbara Golden – Served 2 terms
  - New Board Member Appointments
    - Sheriff Mac Edwards – Evans
    - Teresa Phillips – Bulloch
    - Brannen Smith - Bulloch
    - Melissa White – Bulloch
    - Christina Young – Bulloch
      - Upon a motion by C. Ethridge, seconded by B. Jones, all in favor; none opposed; the Board agreed with the recommendation of Christina Young.
  - Board Member Reappointments
    - Stephen Pennington – First full term
    - Grace Waits – 2<sup>nd</sup> term
  - Bobby Jones will serve as Chair in FY24.
  - Micheal Summers will serve as Co-Chair in FY24.
- Board Recognition & Social – May 24, 2023, 5:00 pm, Bull & Barrel
  - This replaces the regularly scheduled May 17 Board meeting.

#### **CHAIRPERSON'S REPORT: Mark Anderson**

Mark thanked everyone for being here and thanked the College for the opportunity to serve on the Local Board. He has learned a lot and has really enjoyed his time on the Board. It has been very rewarding.

Tammi stated it has been a good ride.

Carolyn has really enjoyed her time on the Board and values the friendships she has made.

Bobby thanked Mark for his leadership and friendship.

**ADJOURN:** There being no further business at this time the meeting adjourned at 10:05 a.m.

The next meeting of the Local Board of Directors is **May 24, 2023** at 5:00 p.m. Bull & Barrel.

Respectfully submitted,

Lori S. Durden  
Executive Secretary

**OGEECHEE TECHNICAL COLLEGE**  
**BOARD OF DIRECTORS MEETING**

Bull & Barrel  
May 24, 2023 | 5:00 p.m.

**MEMBERS PRESENT:** Mark Anderson, Carolyn Etheridge, Tammi Hall, Caughey Hearn, Bobby Jones, Stephen Pennington, Micheal Summers, Yolanda Tremble and Grace Waits

**MEMBERS ABSENT:** Dr. Barbara Golden

**STAFF PRESENT:** Lori Durden, Dr. Ryan Foley, Eyvonne Hart, Karen Mobley, Jan Moore, and Dr. Brandy Taylor

**STAFF ABSENT:** Jeff Davis and Michelle Davis

**CALL TO ORDER:** Pursuant to the date and location stated above, Mark Anderson called the meeting to order at 5:07 p.m.

**REVIEW OF AGENDA:** Upon a motion by S. Pennington, seconded by T. Hall; all in favor; none opposed; the Board accepted the agenda as presented.

**REVIEW OF MINUTES:** Upon a motion by B. Jones, seconded by Y. Tremble; all in favor; none opposed; the Board accepted the minutes of April 19, 2023 Local Board of Directors as presented.

**REVIEW OF STATE BOARD AGENDA/MINUTES:**

During the May 2, 2023 State Board Meeting the following was approved:

1. Board appointments and reappointments for FY2024

**Appointments:**

- Sheriff Mac Edwards – Evans
- Teresa Phillips – Bulloch
- Brannen Smith - Bulloch
- Melissa White – Bulloch
- Christina Young – Bulloch

**Reappointments:**

- Stephen Pennington – Bulloch, 1<sup>st</sup> full term
- Grace Waits – Screven, 2<sup>nd</sup> term

2. Construction contract for the Occupational Studies Building Interior Renovation in the amount of \$721,600 awarded to Paul S. Akins Construction.

**COMMITTEE REPORTS**

**ADMINISTRATIVE SERVICES: Yolanda Tremble**

**March Financial Report\***

- March 31, 2023 YTD budgeted revenue/expenses were \$29,047,126. We received \$22M in revenue and expensed \$21.8M. The financial report shows a net income of \$170K.
- March 31, 2023 YTD Total Current Assets - \$3.8M; Total Assets - \$4M = Total Liabilities/Fund Balances \$4M.
- We received 76% of our anticipated revenue and we expensed or encumbered 80%.

- We received \$7.1M of our state funds, which is 70% of our anticipated budget of \$10,208,676
- We received \$737K, of our federal funds, which is 37% of our anticipated budget of \$2,013,763.
- We generated \$7.5M in local funds, which is 74% of our anticipated budget of \$10,199,049.
- We have received and expensed \$6.6M (100%) in Hope, Pell, SEOG funds, CARES funds and private loans.

Upon a motion by B. Jones, seconded by C. Hearn, all in favor; none opposed; the Board reviewed and accepted the March 31, 2023 financial report as presented.

#### **FY2024 Proposed Budget Allocation\***

- State Funds: \$10,130,057
- Federal Funds: \$840,652
- Local Funds: \$9,871,637
- **Total FY24 Proposed Budget: \$20,842,346**

Upon a motion by C. Ethridge, seconded by G. Waits, all in favor; none opposed; the Board reviewed and accepted the FY2024 Proposed Budget as presented.

#### **INSTITUTIONAL EFFECTIVENESS: Caughey Hearn**

##### **Strategic Plan Review**

- While our Strategic Plan undergoes a comprehensive review at least every five years, it is a “living” document and its goals and objectives are reviewed on an annual basis by the Executive Council and Local Board of Directors and revised as necessary. Are there any comments, questions, or feedback regarding the college’s current strategic plan?

A motion was made by B. Jones, seconded C. Ethridge, all in favor; none opposed; the Board reviewed the Strategic Plan and had no suggested changes.

#### **Plans, Manuals, Handbooks, Guides\***

- Distance Learning Policies and Procedures Manual
- FIT LIFE Handbook
- Online Course Orientation: Student Policies and Procedures

#### **Procedures\***

- 2.1.2p1. Mission Statement Procedure
- 2.1.2p2. Vision Statement Procedure
- 3.3.1p1. Food and Drink Procedure
- 3.3.1p2. Litter Procedure
- 3.3.7p1. Tobacco Use Procedure
- 3.3.11p1. Severe Inclement Weather Procedure
- 4.1.9p1. Volunteer Services Procedure
- 4.3.2p7. Visitors Procedure
- 4.5.3p1. Official Holidays Procedure
- 5.1.5p1. College Calendar Procedure
- 5.1.8p1. Advanced Placement Procedure
- 6.7.2p1. Student Dress Code Procedure

Upon a motion by T. Tremble, seconded by C. Ethridge; all in favor; none opposed; the Board reviewed and accepted the proposed changes to the procedures as presented.

**PRESIDENT'S REPORT: Lori Durden**

- **FY2023 Local Board Assessment** - Assessment will be distributed to the board following this meeting. Results will be reviewed at the first meeting of the new fiscal year in August.
- **FY2024 Proposed Meeting Schedule** - The schedule will remain at the same time and format as previous years. Karen will send the schedule out by email.
- **FY2024 Committee Assignments** - Each Board member is assigned to a different division each year in order to learn about all aspects of the college.
- **FY2024 Plan of Work** - The Plan of Work outlines the Boards mission to advocate for the college, be the eyes and ears for college, and to provide feedback and insight from community partners.
- Architect selected for the GISIRTC – PRAXIS3, next phase is to select the construction contractor, which will take place in June. Estimated completion date of the building is March 2025.

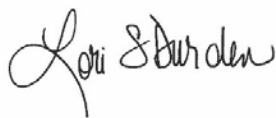
**CHAIRPERSON'S REPORT: Mark Anderson**

- Mark thanked everyone for their support on the board. He has enjoyed it thoroughly and appreciate everything you have done for the college.
- Yolanda said it has been a joy representing the college and has been honored to serve on the board.
- Carolyn said she will continue to support the college. She is very proud to be associated with Ogeechee Tech.
- Tammi said it has been amazing to serve and she has met some amazing people along the way.

**ADJOURN:** There being no further business at this time the meeting adjourned at 5:22 p.m.

The next meeting of the Local Board of Directors is **Tuesday, August 15, 2023** at 9:00 a.m.  
Joseph E. Kennedy Boardroom.

Respectfully submitted,



Lori S. Durden  
Executive Secretary