



**BOARD OF DIRECTORS MEETING**  
**Thursday, September 15, 2022**  
**Coffee Campus, Planning Room**  
**12:00 Noon**  
**OFFICIAL MINUTES**

<b>ATTENDANCE</b>
<b>MEMBERS PRESENT:</b> Sue Lane Hughes, Mark Sutton, Amanda Ramshead, Matt Seale Phaydra Crews, Rodney Green, Lisa Sumner, Joi Williams, Al Walker
<b>MEMBERS ABSENT:</b> Joe Brownlee, Brad Shealy, Ronnie Dean
<b>SENIOR STAFF PRESENT:</b> DeAnnia Clements, RaMona Paulk, Crissy Staley, Brandy Wilkes, Tim Allmond, Michael Williams, Kelly Peacock, Dr. Jammie Wilbanks, Lidell Greenway, Niki Ogletree, Keren Wynn, Crissy Staley, Cheryl Acree,
<b>SENIOR STAFF NOT PRESENT:</b> April McDuffie, Shalonda Sanders, Shannon McConico

The meeting was called to order at 12:00 PM by Chairwoman Sue Lane Hughes.

The pledge of allegiance was sited and a blessing for the meal was given by Dr. Mark Sutton.

Wiregrass Police Chief Tim Allmond swore in new members: Amanda Ramshead and Matt Seale. President Clements gave a little background on each of the new members and welcomed them to the local board.

The minutes from August 18, 2022 meeting were submitted to the board. A motion to approve the meeting minutes was made by Mark Sutton and properly seconded by Al Walker. There being no opposition to the motion, the motion to accept the meeting minutes as written carried unanimously.

### **Department Updates**

#### **Administrative Services**

- The Financial Summary for August 31 was submitted. This report reflects the second month in the new fiscal year. Actual revenue is \$11,158,311 at 26% of the year. The expenses paid reflecting the year were \$4,301,592.

#### **Enrollment Management Update** (Dr. Jammie Wilbanks presented in the absence of Shannon McConico)

- Dr. Wilbanks explained what Enrollment Management and Student Success responsibilities.
- Enrollment report as of Monday, numbers were updated to reflect enrollment of 4,146 for the academic year for students for fall and spring, 4,045 for fall enrollment. We have exceeded the enrollment fall goals for enrollment and credit hours so far overall enrollment and high school. We are at 95%.
- Save the Date flyers were given out for the Open House on each campus. We will bring back more on campus activities.



- Announced the No Fee November for incoming new students. Any student can apply and we will waive the fees. At the Coffee campus we will highlight the new ASN program pending GBON and ACEN approval.
- Talked about Open House on all campuses, all hands-on deck to help students and potential students know more about Wiregrass. These will be offered once a month. Dates will be shared with high schools as soon as possible. We will promote at the football games to increase attendance in the next couple of weeks as well as free application week. Press releases will go out in the next couple of weeks.

#### **Academic Affairs Update** (Niki Ogletree in the absence of April McDuffie)

- Gave a verbal update on Academic Affairs programs.
- Highlight new things for existing programs. No new programs, bringing back IST program to BHI campus. Looking for instructors for telecommunication on BHI and Cook campuses, Industrial Systems program at Valdosta High School and other programs, if you know of anyone, please send out way. Awaiting ASN approval to offer on Coffee campus, waiting program and accreditation approval.
- High Services program, this fall we have 1,605 students enrolled in WGTC, 38% increase. We have high schools from 14 different campuses as well as online and on campus classes. Accolades were given to the High School Services staff, and faculty.
- Increase is due to more program offering that give us different avenues to recruit from.

#### **Adult Education Services Update** (Kelly Peacock)

- Introduced herself and told about AES programs.
- Total student enrolled 12 hours is 392. Adding 30 students per week.
- Enrollment by location, we are working out places that have zeros.
- Big events: Sept 14-28, Adult Education and Family Literacy in every county.
- October 6, EAGLE competition for the college and at the Valdosta Chamber of Commerce on Oct. 13 at 5:30 pm hosting a winner announcement.
- Thursday, bring a friend day.
- Total FY23 AES HSE graduates students is 18.
- Explained handouts that were included in the packet.
- Students who tested for GED at another state can transfer their scores to WGTC.

#### **Economic Development Update** (Michael Williams)

- Progress is measured through training hours: current 3,356, 3.21% of goal and companies served: 30, 31.25% of goal. The goal for the year is to exceed last year.
- Unique Companies Served we are in good shape to exceed next year.
- Starting a lot of new programs for students to have community involvement that can lead into an increase in credit hours and enrollment.
- We have massive progress with the Dept. of Corrections contract it is our largest to date.
- We have new continuing education class offerings: Basic Automotive Skills (BHI, VLD Campuses) CNA FastTrack (CFE campus) will be reported in September. There is a menu of offerings on the website. Fiber Optics in Cook County, ramping up all our trainings in the prisons and offering more things that will help provide training.
- Cheryl will send out a link for the trainings for Economic Development.

#### **Foundation/Fundraising Update** (Crissy Staley)

- WE have had a great year, with a lot of generous supporters.
- Received a \$1M pledge from Harley Langdale Jr. Foundation for CDL & Logistics Center in Valdosta.



- Several other monetary donations for scholarships and memorial funds.
- Nov. 3: Corks and Forks on the Valdosta campus, we partner with local restaurants for this event and this year we will blend two events to include our reverse raffle.
- Nov. 15: Annual Thanks and Giving Banquet, guest speaker Mark Robinson a motivational speaker (based out of Atlanta). This will be on the BHI campus.

#### **PRESIDENT'S COMMENTS (DeAnnia Clements)**

- President Clements welcomed the new members again.
- Facilities Update on Phase I and Phase II for the campuses
  - Phase I and Phase II
    - Berrien Hall 200, 300, and 500 renovation. This will change the look and function of the building. It is the first building built on the Valdosta campus, so we are doing a few updates.
    - One Stop and Administrative services will be getting an upgrade.
    - Culinary in 500 Brooks Hall will undergo changes.
  - Phase III
    - Berrien Hall -Cosmetology wing and T & I wing will get some new upgrades.
    - Hired an engineer for proposed CDL program on the BHI campus.
    - Proposed CDL program coming to the BHI campus, will allow for an additional 160 students.
    - Economic Development Authority in BHI will donate 10 acres to us.
- Proposed logistics center for Valdosta- we will need legislative support and we have allocated funds for that. It did not meet the requirements for funding this year.
- Coffee CDL Diesel we are waiting for the Fire Marshall's approval design.
- We were selected by TCSG to take part in the first Safety and Security Assessment pilot.
- Provided flu clinics on each of our campus.
- This fall we are working really hard to meet the needs of our students, we had top enrollment with a 12.4 increase last year and tied for #1 this semester.
  - 38% increase in dual enrollment.
  - We have an aggressive enrollment plan and action plan to increase enrollment focusing on Nursing, Cybersecurity, CDL, CNA.
  - Thanked Coffee Regional for their push and support of our nursing program.
- Nursing site visit Sept. 20, GSFA conference in September, we have been asked to present. Legislative Lunch on the October 4<sup>th</sup>.
- Will submit QEP in 2024, which is not a long time away.
- DECAL meeting to help find resources for our student in AES on Oct. 19.

#### **OLD BUSINESS**

- Chair and vice chair nominations were given based on the structure already in place. Sue Lane Hughes agreed to hold the seat of chairperson for one more year. Mark Sutton was nominated for vice chairperson. A motion was set to accept the nomination by Al Walker, seconded by Lisa Sumner. There being no questions, the nominations were accepted by all.
- Calendar for meeting dates was presented. Cheryl Acree will poll the board by



email on the dates listed. Meet on Wednesday's, 2<sup>nd</sup> or 3<sup>rd</sup> of the month. The dates will be shared at the next board meeting in January.

## **NEW BUSINESS**

### **Chairman COMMENTS:**

- The new members were offered a chance to tour the Coffee Campus
- Next meeting is January 20, 2023 at 12 noon on the BHI campus.
- Motion to adjourn the meeting at 1:05 pm was given by Mark Sutton seconded Lisa Sumner. All in agreement, the motion carried unanimously.

Respectfully submitted: Cheryl Acree