



**BOARD OF DIRECTORS MEETING**  
Valdosta Campus  
Connell Board Room  
**August 16, 2018**  
**OFFICIAL MINUTES**

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**ATTENDANCE:**

**MEMBERS PRESENT**

Paul King, Steve Sirmans, Steven Sumner, Mark Sutton, Ronald Mitchell, Chase Daughtrey, Andi McWhorter, Sandy Sanders

**MEMBERS ABSENT**

Jennifer Powell, Sue Lane Hughes, Audrey King, Freddie Broome, Bradfield Shealy, Al Walker

**SENIOR STAFF PRESENT**

Dr. Tina Anderson, Keren Wynn, Dr. Shawn Utley, Angela Hobby, Lidell Greenway, DeAnnia Clements, Shalonda Sanders, Joe Sumner, Dr. Jammie Wilbanks, Lisa Tomberlin, Dr. Bonnie Kelly, RaMona Paulk, April McDuffie, Cheryl Acree

**SENIOR STAFF ABSENT**

Brandy Wilkes, Ken Strickland

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Chairman Steve Sirmans called the meeting to order at 2:05 p.m.

Dr. Tina Anderson did the invocation.

The Board of Directors recited the pledge to the American flag.

Chase Daughtrey joined the meeting by teleconference.

Dr. Utley asked to keep Brandy Wilkes in prayer she is in the hospital in Savannah, GA.

Mark Sutton made a motion to accept the previous meeting minutes from July 19. Paul King seconded, all was in favor, the motion carried unanimously.

**COMMITTEE REPORTS**

**Department Updates**

Administrative Services Update  
Financial Summary (Keren Wynn)

- First financial report for the month of July 31, 2018. The year started in a good place. She mentioned that they are still technical closing out but this is the start of the new fiscal year. The report reads as follows; revenue is \$5,254,091, which is 14.1% versus \$4,829,453 at the beginning of the year last year. Expenses are \$2,170,496, which is 6.3% for the year versus last year at \$2,026,162. The projected local and live work ending reserve is \$3,043,085.

Enrollment Management Update  
Fall Semester 2018 Enrollment Report (Angela Hobby)



- Enrollment is at 3,598 for fall semester 2018. This summer we have an eight percent increase in enrollment from previous fall.

#### Academic Affairs Update

##### New Program Request (DeAnnia Clements)

- Presented for review Agribusiness Manager TCC, Basic Electricity Technician TCC, Ornamental Iron Fabricator TCC, Commercial Electrical Construction Technology Diploma, Commercial Electrical Construction Technology Degree. The local board reviewed the program for submittal to State board for approval.

#### Advising and Retention Update

##### Tutoring, Distance Education & Advising (Dr. Jammie Wilbanks)

- Tutoring- an online tool Tutor.com (video chat, phone)
  - 2018Q1–108 Sessions logged 53.45 hours in Business and Accounting.
  - 2018Q2–92 Sessions logged 54.04 hours in Math and Algebra.
- Distance Education
  - Online courses registered for fall 2018 are 128; 5,261 credit hours; unduplicated enrollment–1,084.
- Advising/Retention
  - Session 2017 Q3- 3,451; Unduplicated Students: 1,933
  - Session 2018 Q3- 2,523; Unduplicated Students: 1,708
  - Total Sessions for 2017: 6,589
  - Total Sessions for 2018: 10,688
  - Top programs this semester are Institutionally admitted high school, Advanced Patient Care Assistant; Cosmetology, Nursing Technician, Business Management, Practical Nursing, Welding, Early Childhood Care & Education, Technical Specialist, Phlebotomy and Criminal Justice.
  - Sixty-one percent of summer students registered for fall.
  - Approximately 16% of summer students enrolled are tagged as 201816 graduates.

#### High School Services Update

##### Dual Enrollment Summary (DeAnnia Clements)

- Student Enrollment
  - 2,058 high school students enrolled
  - 18,729 college credit hours taken
  - Ninety-two percent of students earning A,B,C grades
  - \$3.7 million dollars savings to parents
  - Thirty-two percent core only classes; 68% occupational classes
  - Highest School Enrollment
    - Coffee High School (342)
    - Fitzgerald High School (300)
    - Lowndes High School (204)
    - Brooks County High School (164)
    - Wiregrass Regional College and Career Academy (120)
    - Valdosta High School projected over 500 students for fall

#### Adult Education Services Update

##### Enrollment & Location Report (April McDuffie)



- Currently have 360 students enrolled with 12 hours.
- The report from GALIS is not available for number of students served due to new database.
- Total FY18GED Graduates are 274 for FY18.

#### Economic Development Update

Monthly Operating Report (Dr. Shawn Utley presented report in Brandy Wilkes' absence)

- New goals and benchmarks are unavailable at this time.
- July report of training hours so far are 365. Total companies served goal are 12.
- Dept. of Corrections training contracts have not been reported yet, but we expect to double what we did last year.
- Working with ACE Electric on an apprenticeship program and training options.

#### Program Development Update

Introduction of new Associate Vice President for Program Development – Joe Sumner  
Joe updated the board on what he has been working on since his arrival and what his plans are for the future.

#### **PRESIDENT'S COMMENTS**

- We have gone through some recent audits and accreditations in Human Resources, Veterans Affairs, and Drivers Education, with no major findings, Financial Aid audit in spring 2019.
- Dr. Anderson had her performance evaluation, the Commissioner Matt Arthur encouraged the presidents to make sure accreditations, and audits are updated and current.
- Our enrollment numbers are up, we have put in place some new programs and processes that should help students with registration and follow through.
- The board will be receiving more emails and updates from the college to keep abreast of what is going on.
- Few changes in dual enrollment, we found that we could not mix program and non-program ready classes, but have found a resolution.
- Thank you to each member that was present at the graduation, we had a mandatory meeting following graduation and receive positive remarks from the survey sent out.

#### **Old Business**

- The nominating committee selected Andi McWhorter to be Vice Chair of the board for the FY19 year. Andi accepted the nomination. Col. Ronald Mitchell previous Vice Chair accepted the position as Chair for the upcoming year. Steve Sumner made the motion, seconded by Mark Sutton to accept the names of both nominees for the office of chair and vice-chairman. All was in favor, the motion carried unanimously.

#### **New Business**

#### **CHAIR'S COMMENTS/ ADJOURNMENT**

- The next meeting will be September 20 at 2pm on the Coffee campus in the Planning Room.
- Steve Sumner made a motion to adjourn the meeting, seconded by Paul King. All members in favor. The meeting adjourned at 3:13 pm.



Respectfully submitted: Cheryl Acree