



**BOARD OF DIRECTORS MEETING**  
Valdosta Campus  
Connell Board Room  
**July 18, 2019**  
**OFFICIAL MINUTES**

<b>ATTENDANCE</b>
<b>MEMBERS PRESENT:</b> Paul King, Al Walker, Jennifer Powell, Chase Daughtrey, Steven Sumner, Andi McWhorter, Brad Shealy, Ronald Mitchell, Mark Sutton, Sue Lane Hughes.
<b>MEMBERS ABSENT:</b> Audrey King, Freddie Broome, Sandy Sanders, Steve Sirmans.
<b>SENIOR STAFF PRESENT:</b> Dr. Tina Anderson, Angela Hobby, Brandy Wilkes, Cheryl Acree, DeAnnia Clements, Dr. Jammie Wilbanks, Keren Wynn, Kelly Peacock, Shalonda Sanders.
<b>SENIOR STAFF ABSENT:</b> Joe Sumner, April McDuffie, Brooke Jaramillo, Mona Paulk, Crissy Staley, Lidell Greenway, Dr. Shawn Utley.

**Vice Chair Andi McWhorter called the meeting to order at 12:20 p.m.**

The invocation was done by Mark Sutton.

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

A motion to approve the meeting minutes for June 20, 2019 was given by Chase Daughtrey and seconded by Jennifer Powell. All in favor.

#### COMMITTEE REPORTS

##### Department Updates

##### Administrative Services Update

Financial Summary (Keren Wynn)

- Monthly Financial Summary for June 30, 2019 which is 100% of the year read as follows: Total revenue reported \$37,699,589 compared to revenue at the end of the year of 2018 \$37,141,535. We did close the gap on revenue for the year. The final close out will be tomorrow, but we don't expect much to change. Expenses for June year closeout 2019 is \$34,196,199 compared to last year 2018 expenses of \$33,893,575. We are happy to report carryover will be \$3.4M this year.

### **Enrollment Management Update (Angela Hobby)**

- Summer Semester 2019 Enrollment Report
  - Final enrollment for Summer semester 2019 (201916) is 6,905. It is too early to report fall numbers.
  - In 10 days
    - Admissions has seen 598 new and returning students for Fall Admissions (excludes all other office visits)
    - Financial Aid has seen 634 students for Fall financial aid processing
    - Total of 1258 office visits between admissions and financial aid (all reasons)
  - Fall Semester Applications:
    - 1846 to date (excluding HS) but does include returning students who had to update their record
    - 770 of those are accepted and 441 are registered
    - 971 incomplete applications Admissions is working
    - Remaining have withdrawn application
    - Averaging 65% acceptance conversion rate for past 4 terms... hope to hit 70% for Fall

### **Adult Education Services Update (presented by Brandy Wilkes in the absence of Kelly Peacock)** Enrollment & Location Report

- Currently have 1,401 students enrolled with 12 hours.
- Total FY19 GED Graduates are 193 for FY19.
- An explanation was given about the functioning levels based on measurable skills gained.
  - ABE 1 (KG-1<sup>st</sup> grade); ABE 2 (2<sup>nd</sup>-3<sup>rd</sup> grade); ABE 3 (4<sup>th</sup>-5<sup>th</sup> grade); ABE 4 (6-7<sup>th</sup> grade); ABE 5 (9-10<sup>th</sup> grade) ABE 6 (Test ready, 11-12<sup>th</sup> grade)
- WGTC is in 5<sup>th</sup> place in terms of completion rate with a MSG of 54.91%.
  - The reasons for non-completion are due to some students leaving in the middle of the year for seasonal work. We have changed how we recruit ESL students to get a better rate before they leave

### **Economic Development Update (Brandy Wilkes)**

Monthly Operating Report for June 30, 2019.

- Training Hours – 61,630 which is 138% of the 44,612 goal, we have far exceeded our goal this year. In June, we provided 3,349 training hours.
- Companies Served – 119 which is 138% of the goal of 86. In June we provided service to 4 companies.
- Facility Rental Customers include Carl Vinson Institute of Government, Covington's, DDS- GA Motorcycle Safety, Irwin County Detention Center and The Haven.
- Continuing Education training hours YTD are 34,160 and we served 105 students in the month of June.
- Companies served this month: Alapaha Drug Court, Co, Guardian Bank, J W Paulk Farms, Metro, Moody AFB AFRC, Moody AFB Youth Services and PCC Airfoils
- Training/Testing Provided this month to 15 companies.

### **Advising and Retention Update (Dr. Jammie Wilbanks)**

#### Academic Success

- Dr. Wilbanks presented a detailed report addressing the population's health at the college. It provided details on academic progress and course performance. She stated that she has access to a new report that can drill down to certain students to see how they are performing.
- The ARC continues to reach out to students through text to enroll in their courses.
- The ARC is moving toward a multi-term registration to include two term registration at one time.

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

- Dr. Utley and several colleagues are attending a National Science Foundation grant writing conference for Industrial Systems Technology. The board will be updated when they return.
- WGTC had a CDL audit yesterday. The team gave rave reviews about documentation from Human Resources and Academic Affairs. EASYDOT does our audits and safety was the item they focused on. We have 70 students waiting to get started in the fall and we are very excited about that.
- We have been doing apprenticeship signings out in the industry. So far we have done 40 with two of them today. If any board member knows of an industry that would like to partner with us, please let us know.
- A new fence is being installed in our technical and industrial areas. Please talk a minute to ride by on your way off the campus.
- Audrey King has left the area and is no longer a board member. She has recommended her replacement at Georgia Power to come on board. His name is Joe Brownlee.

#### **Old Business**

#### **New Business**

- The proposed calendar dates have been placed in your packet. We need to agree on meeting dates. The members requested that we keep the third Thursday of the month, meeting at 12 noon.
- A nominating committee was named to find a new board chair and vice chair, they are Steve Sumner, Sue Lane Hughes and Chase Daughtrey. A nominee will be presented at the next meeting in August.

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

- The next meeting will be August 15, 2019 at 12 noon on the Ben Hill-Irwin campus.
- After receiving a motion to adjourn the meeting by Steve Sumner and seconded by Paul King the meeting ended at 1:15 pm.

Respectfully submitted: Cheryl Acree