Georgia Perimeter College Foundation Board of Trustees
Board of Trustees Meeting

Clarkston Campus
Second Floor, CN-2220
January 22, 2013
11:30 A.M.
Minutes

Vicki Carew, Executive Director, GPC Foundation, Presiding

Present:
Alfred Byrd; Chris Franzoni; Barry Gray; Kitty Gold; Scott Hardy; Kelly Hundley; Johnny Lawler; Craig Thornton; Robb Watts; Henry Yu

Excused Absences:
Alba Adamo; Keith Barnett; Thomas Brown; Verlene Cobb; Thomas Dortch; Patrick Ko; Liane Levetan; Karla Moody; April Speed; John Stevens; Tori Silas; Lani Wong; Stella Xu

Ex-Officio:
Jeff Tarnowski, Vice President for Institutional Advancement
Vicki Carew, Executive Director of Institutional Advancement and GPC Foundation

Guests:
Jon Erickson – Schulten Ward & Turner; Kelli Rogan – Merrill Lynch; Collins Foster – Director of Alumni Relations; Bill Covington - GPC Development Officer; Kara Gardner – Assistant Director of Scholarships & Stewardships; Mari Jameison – Secretary to the Vice President of Institutional Advancement; Tiffany Whidby – GPC Administrative Coordinator

Welcome and Introductions

Vicki Carew called the meeting to order at 11:48 a.m. Ms. Carew shared that Mr. Patrick Ko had just gotten back to the U.S. and was unable to make it to the meeting.

Mr. Barry Gray, Chair, Trusteeship Committee, formally welcomed Mr. Scott Hardy, the new Alumni Board President, to the board as the representative for the GPC Alumni Association. He also thanked outgoing Alumni Board President, Ms. Kitty Gold, for her service on the board. Each Trustee introduced themselves.
SUCCESS

President’s Report

Mr. Rob Watts, Interim President, welcomed Dr. Joann Smith, Chair of the Department of Nursing. He also thanked Ms. Brenda Cherry for her continuous work with the Department of Nursing.

Mr. Watts mentioned that 2014 started off great at the college. First, the Governor’s added $20 million dollars to his budget so there will not be any budget cuts across the University System of Georgia. We are very grateful for that. President Watts will have more information about the Governor’s budget at the April Foundation Board meeting.

The other piece of good news is that we finally got our fiscal year 2013 audit in writing and in hand. State auditors confirmed that all of the problems at GPC have been cleared up! They removed all the audit findings from the previous years! They have certified that our books are absolutely accurate! We ended the year in the black! So, we feel really good about what we have done over the last year and a half.

Another piece of news relates to the gun law in front of the state legislature. That is a very live issue and we do not want guns on campus. We want law enforcement to have guns, but we do not want anyone else carrying guns on campus. The Governor does not want it; the Speaker does not want it. There are forces in the legislation that do want that law to pass.

Fourth, the Military Times Organization has named GPC’s Military Outreach Center the sixth two-year college in the nation in terms of services to veteran students. No other Georgia college came close. Georgia Perimeter College has roughly 1,100 veterans enrolled. The Military Outreach program is under Dr. Vincent June’s area and he is very proud of what they have done.

Finally, we conducted some focus groups last fall to look at how people think things are going at the college. We talked to prospective students, first semester students, second year students, and high school students. We found out some interesting things at the focus groups that are very positive and some challenges to the institutions that we need to deal with. The most positive thing we heard about is instruction. What students are getting in the classroom pleases them all. They have great instructors, good attention, they see instructors outside of class, and there are no complaints about things that go on in the classroom. Classroom experience is fine with students.

They do have some complaints about how we provide some services. They think, for example, that we have too much being done in silos when they are trying to apply to the college. They
have to deal with the admissions office, financial aid office, and the testing office. The testing team does not know the financial aid rules and regulations. Financial aid does not know about the testing process. Students are not used to that when dealing with other organizations and they want to deal with one office. They think we are old fashioned in the way that we communicate with them. They want to receive text confirmation when we receive their documents; they do not read emails.

On the technology side, they think we are really old fashioned. They feel we old fashioned when it comes to items we need from them. For example, we ask them to bring documents to campus or fax it, instead of taking a picture of the documents and sending them to us. The question is why can’t we? There is no reason why not. We are going to make a difference in this area. In February, our student affairs team will start allowing students to upload their own documents. There will only be an exception to a few documents, such as high school transcripts. For legal purposes we have to have an official copy in hand.

We will be moving to a customer relations management software by next so that when students deal with us, they will deal with one person, one face, and one portal. They will not need to deal with separate offices to get everything needed. Students will have a non-silo experience; a single experience. Last fall, we started cross-training a number of our staff at the college. People from different departments learned the duties of other student services departments to be able to provide additional assistance to them at the beginning of each semester.

**Institutional Advancement Update**

Dr. Vincent June, Vice President for Student Affairs and Enrollment Services, gave an overview of the Complete College Georgia (CCG) initiative. The key factors are:

1) Create an early college option for DeKalb County high school students
2) Implement Georgia Perimeter College Compass Academic Review
3) Increase graduation rate
4) Ensure students meet degree requirements
5) In fiscal year 2014, develop “Fifteen to Finish” framework, would get students to take 15 credit hours each semester until they graduate
6) Expand Supplemental Instruction (SI) to high WDF (Withdraw, Drop, Fail) courses
7) Increase the number of students exiting all Learning Support courses in one semester

Complete College Georgia study documents show seven percent (7%) of students who start college with remedial education complete an Associates of Arts (AA) Degree within three years.
BUSINESS

Approval of Minutes

Ms. Carew asked for a motion to accept and approve the minutes for the December 11, 2013 Board of Trustees meeting. A motion was made, seconded, and approved unanimously, with no opposition.

Treasurer’s Report

Mr. Barry Gray presented the Treasurer’s Report for the period ending December 31, 2013 for information purposes.

Investment Report

The investment report was presented by Ms. Kelli Rogan, Financial Advisor for Merrill Lynch. Ms. Rogan mentioned that last year was a great year in the market. They made some tactical changes for GPC’s investments going into the middle of last year because they were anticipating interest rates going up and the bond position we hold had some difficulties. It turned out to be a good move. The bond index was down 3% last year. Endowed scholarship fund is up 3.7%. We are still about 6.2% yield and 1.2% ahead of current our payout ratio for scholarships. Ms. Rogan stated that we are right on track. Non-endowed scholarships are at 16% return.

We will continue to move away from bonds and more into dividends paying stocks over the next 12 months because the 10 year treasury will probably make a big move again. Bonds will probably be in a difficult place for the next couple of years. We will try to stay ahead of that and try to avoid downturns there so that we can keep our cash flow and continue to pay out scholarships.

Required Annual Policy Review

Ms. Carew mentioned that the Conflict of Interest Statement, Records Retention, Statement of Ethics, and Whistleblower Policy documents have been provided to the Trustees as part of the
GOPC Foundation’s annual process, she asked that everyone complete and return the documents to our office.

**Announcement/Upcoming Events**

Ms. Carew thanked Ms. Kitty Gold, outgoing President of the GPC Alumni Association board, for her service on the GPC Foundation Board of Trustees last year.

She pointed out the dates for the 2014 Board of Trustees meetings and indicated that the meetings will rotate to allow Trustees the opportunity to visit the other campuses.

Mr. Tarnowski asked that everyone continue to keep Mr. Dan O’Leary in their thoughts and prayers.

Mr. Barry Gray encouraged fellow Trustees to join the Chess Club held at the college on Saturdays, from 1:00 – 3:00 p.m.

**Adjournment**

Ms. Carew thanked everyone for attending and adjourned the meeting at 1:00 p.m.