MEETING: Board of Trustees, Georgia Military College, Sibley-Cone Library, Monday, January 12, 2009, 7:00 p.m.

PRESENT: Randall A. New, Chairman of the Board; Members: Carolyn T. Thomas, Thomas L. Davidson, Jr., Richard A. Bentley, George Hogan, Sr., Doris Renfroe, and Alberto C. Martinez, Jr.; Advisory Members: Asbury Stembridge and John H. Ferguson; MG Peter J. Boylan, President of Georgia Military College; and other interested parties.

ABSENT: None.

BUSINESS:

1. Chairman of the Board, Randall A. New, having declared a quorum to be present, called the meeting to order.

2. Mr. Martinez moved that the minutes of the meeting on October 20, 2008, be approved. Mr. Hogan seconded the motion. The minutes were approved by unanimous vote.

3. Dr. Davidson reported that the Finance Committee met prior to this meeting and found everything to be in good order.

4. Ms. Findley gave an enrollment report. A copy of her report is attached and made a part of these minutes.

5. Mr. Gray provided an update on construction projects for Georgia Military College. A copy of his report is attached and made a part of these minutes.

6. Dr. Davidson made the motion to approve the minutes of the meeting of the Prep School Committee on November 7, 2008. Mr. Hogan seconded the motion, and the minutes were approved by unanimous vote. A copy of the minutes is attached and made a part of these minutes.

7. Ms. Thomas made the motion to approve the minutes of the meeting of the Junior College Committee on December 4, 2008. Mayor Bentley seconded the motion, and the minutes were approved by unanimous vote. A copy of the minutes is attached and made a part of these minutes.
8. Dr. George Echols provided a Georgia Military College Foundation fund-raising update.

9. Ms. Harrison provided an update from the Alumni Board Executive Committee.

10. PRESIDENT’S REPORT

MG Boylan reported that a very positive meeting was held with representatives of the Woodruff Foundation last fall regarding the Georgia Military College Foundation’s request for a $500,000 grant.

MG Boylan introduced Ms. Susan Isaac, Assistant Dean, who provided the Board with an overview of the Quality Enhancement Plan for the junior college.

MG Boylan provided a brief demonstration of the Georgia Military College SACS website.

MG Boylan invited the members of the Board to the Robert McDuffie violin concert on February 20, 2009, and the Macon Symphony Orchestra concert on March 13, 2009.

MG Boylan reported that preparation of the FY2010 budget is in progress.

MG Boylan reported that granite flooring is being installed in the Old Capitol Building ground floor entrance.

MG Boylan reported that there were no significant findings in the Georgia Student Finance Commission audit of Georgia Military College. The monetary liability to the institution is not to exceed $13,689.

11. The next meeting of the Board was scheduled for April 13, 2009.

12. There being no further business, the meeting was adjourned.
# Georgia Military College

## Winter Quarter 2009

3 Year Comparison--Headcount and Credit Hour Enrollment Compared to Current

Current Figures as of January 12, 2009

<table>
<thead>
<tr>
<th>Location</th>
<th>Headcount</th>
<th>Credit Hours</th>
<th>Revenue Winter Quarter 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Milledgeville Campus</td>
<td>1193</td>
<td>1170</td>
<td>1167</td>
</tr>
<tr>
<td></td>
<td>$2,207,064</td>
<td>$2,149,656</td>
<td>($57,408)</td>
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<tr>
<td>Cadets</td>
<td>242</td>
<td>237</td>
<td>214</td>
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<tr>
<td></td>
<td>$4,050</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commuters</td>
<td>951</td>
<td>933</td>
<td>953</td>
</tr>
<tr>
<td>Sandersville Campus</td>
<td>70</td>
<td>66</td>
<td>93</td>
</tr>
<tr>
<td></td>
<td>$4,050</td>
<td></td>
<td></td>
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<tr>
<td>Madison Campus</td>
<td>57</td>
<td>89</td>
<td>100</td>
</tr>
<tr>
<td>Augusta Campus</td>
<td>1169</td>
<td>1157</td>
<td>1253</td>
</tr>
<tr>
<td></td>
<td>$4,050</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Valdosta Campus</td>
<td>784</td>
<td>907</td>
<td>1015</td>
</tr>
<tr>
<td></td>
<td>$4,050</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Atlanta Campus</td>
<td>493</td>
<td>508</td>
<td>567</td>
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<tr>
<td></td>
<td>$4,050</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Robins Campus</td>
<td>808</td>
<td>901</td>
<td>979</td>
</tr>
<tr>
<td></td>
<td>$4,050</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Columbus Campus</td>
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<tr>
<td></td>
<td>$4,050</td>
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<td></td>
</tr>
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<td><strong>Grand Total</strong></td>
<td><strong>4743</strong></td>
<td><strong>4985</strong></td>
<td><strong>5362</strong></td>
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</table>

**Note:**
- Milledgeville drop/add ends Jan. 14
- Sandersville drop/add ends Jan. 14
- Madison drop/add ends Jan. 15
- Augusta drop/add ends Jan. 13
- Valdosta drop/add ends Jan. 14
- Atlanta drop/add ends Jan. 15
- Robins drop/add ends Jan. 14
- Columbus drop/add ends Jan. 16

**FY09 Matriculation Revenue:** $1,164,992

Refer Questions to:
- Donna Findley
- 478.445.0751
- dfindley@gmc.cc.ga.us
# Georgia Military College

## Winter Quarter 2009

### 3 Year Comparison--Final to Current Budgeted/Actual Five Quarter Hour Enrollments

Current Figures as of January 12, 2009

<table>
<thead>
<tr>
<th>Location</th>
<th>2007--Final</th>
<th>2008--Final</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budgeted</td>
<td>Actual</td>
<td>Change</td>
</tr>
<tr>
<td>Milledgeville Campus</td>
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<tr>
<td>Cadets</td>
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<td>Augusta Campus</td>
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<td>Valdosta Campus</td>
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<td>Atlanta Campus</td>
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<td>1132</td>
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<tr>
<td>Robins Campus</td>
<td>1595</td>
<td>1707</td>
<td>112</td>
</tr>
<tr>
<td>Columbus Campus</td>
<td>425</td>
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</tr>
<tr>
<td>Grand Total</td>
<td>11018</td>
<td>11146</td>
<td>128</td>
</tr>
</tbody>
</table>

**Note:**
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- Valdosta drop/add ends Jan. 14
- Atlanta drop/add ends Jan. 15
- Robins drop/add ends Jan. 14
- Columbus drop/add ends Jan. 16
GMC CONSTRUCTION UPDATE

Project: Prep School
Estimated Cost: $23,154,000.00

Issues/Concerns:

- Skanska completed phase one of the New Prep School construction project November 25th.
- Construction documents are complete and have been issued to all parties.
- Skanska has developed a GMP that is within our project budget.
- GMC received $20M in the State’s FY 09 budget. $2M in bonds were sold in June with the balance to be sold in early February.
- The delay of the bond sale from October until February has delayed our project two-three months.
- We expect to sign a GMP contract in February.
- We anticipate construction will begin in February 2009 with completion scheduled for May 2010.
- We will require approximately $1.8 Million from GMC to complete the project.

Recent projects include:

- Major work by Beck to correct water leaks in the atrium area
- Exterior window repair and painting in OCB
- HVAC work in the Dean’s office and coffee shop
- Sewage line repair at Baugh Barracks
- OCB wall modifications in the ground floor entry area. Granite installation will be complete this weekend
- Extensive work to repair HVAC issues in Parham Hall
- Interior painting in Miller Hall, Baugh Barracks and the dining area was completed during the Christmas break
- Additional furniture in the atrium
As well as many other maintenance projects around campus.

GMC is continuing to follow the recommendations of our EPA consultant. The next major step in our EPA program is a waste stream analysis. Our consultant visited in late October to survey our processes and collect information. We are expecting his report this month. The waste stream report will identify any additional steps required as we prepare for our peer audit in the fall. We are also working to complete our Spill Prevent Control and Countermeasures (SPCC) plan that will be required for our audit.
Georgia Military College Prep School Report
2008-2009

1) Beginning enrollment August ‘07 511
   Current enrollment November ‘08 504
   Reasons 1 Military
           6 Financial

2) Awarded $158,000 in needy scholarships
   135 actual applications with 113 who qualified
   57 minority scholarships awarded totaling $106,539
   56 non-minority scholarships awarded totaling $55,548
   Scholarships ranged from $ 90 to $ 2,370.
   Awards were based upon degree of need, academic performance,
   and disciplinary record.

3) Discipline continues to be closely monitored. 4 students, as compared to 17 this
   time last year, were suspended first semester.

4) We continue to utilize Crisis Communication System. In case of emergency, or
   just for a school-wide announcement, every faculty, staff, and family of the Prep
   School can be notified via home phone and cell phone.

Curriculum

The Georgia Performance Standards serve as the curriculum for middle and high school classes.
Members of the faculty continue to attend training and workshops provided by the Georgia
Department of Education and various other discipline specific organizations, such as The
National Councils of Teachers of English/Math/Science/Social Studies.

The next phase of fully transitioning to standards based classrooms focuses on involving our
faculty and administration in learning communities. In January 2009 we will begin an in-depth
study of instructional strategies.
Edline

Our use of Edline has expanded to include two new components---Forms & Surveys and Interactive Classroom. Forms & Surveys allows us to develop our own electronic version of commonly used forms and make them available for students, parents, and teachers with access to the Internet. The survey aspect was recently used as a way to facilitate our Mock Presidential Election. Plans are to expand our use of this program to include surveying our stakeholders and online submission of registration information. The Interactive Classroom component of Edline is a way for teachers to integrate electronic homework hand-in, interactive assignments, and online assessment into their classes.

Advanced Placement (AP) Classes

Enrollment in AP Statistics and AP Calculus has increased to include 47% of the Senior Class. We are currently exploring our options for expansion of our AP Program to include another discipline

Joint Enrollment

This year we have 36 out of 62 seniors, 58% of the Senior Class, enrolled in Joint Enrollment classes through Georgia Military College. This is a 15% increase over last year’s program enrollment and represents our highest enrollment since the program was established.

SAT Information for the Class of 2008

- GMC 2008 Graduating Class: 56 Students
  - 92% of the graduating class took the SAT and 69% took the ACT
  - SAT average for all graduates: Verbal: 481 Math: 492
  - SAT average for top 75% of graduates: Verbal: 515 Math: 534
  - ACT average for all graduates: English: 21 Math: 21
  - ACT average for top 75% of graduates: English: 23 Math: 23

Colleges and Universities members of the Class of 2008 have applied to:

- University of Georgia
- Valdosta State University
- LaGrange College
- Armstrong-Atlantic University
- Berry College
- West Georgia
- University of Florida
- Georgia Southern
- Mercer University
- Brenau University
- Oglethorpe University
Students earn membership in the following:

- National Honor Society—44 members
- National Junior Beta Club—39 members
- Spanish Honor Society—19 members
- French Honor Society—6 members

Duke TIP

The Duke University Talent Identification Program (Duke TIP) identifies gifted children and provides resources to nurture the development of these exceptionally bright youngsters. In order to qualify for this program, a student must have scored at the 95th percentile or higher on a grade-level standardized achievement, aptitude, or mental ability test. This year 16 GMC 7th graders qualified for Duke TIP.

Character Education Program

We are in the 2nd year of the expansion of our Character Education Program. We have received positive feedback on our quarterly Cadet Recognition Ceremonies and we are continually seeking new ways to assist us in our goal of elevating the character of our students.

This year the Prep School added a new dimension to its ongoing Character Education Program by assuming responsibility for the institution-wide Word of the Week Program. A new format has been implemented that includes an introduction to the word of the week, relevant quotes, age-appropriate classroom activities and a personal reflection. Each faculty member assumed responsibility for working with one member of the Senior Class to develop one week’s WOW.

Community Service

Students continue to be involved in a variety of community service projects, as small groups and as a student body. The following organizations have been the beneficiaries of our students’ generosity: The Boys and Girls Club, St. Stephens’ Food Pantry, American Cancer Society, Cystic Fibrosis Foundation, St. Jude’s Children’s Hospital, and a GMC family who lost their home to fire.

We continue to encourage and support students who choose to adopt individual service projects. Students have sponsored and led projects to benefit local food pantries, the Cystic Fibrosis Foundation, and book drives for school libraries being rebuilt after Katrina.

Over the course of SY 07-08 GMC students raised over $11,000 for various charitable organizations.

Currently, our students are serving on the following local boards and foundations—Magnolia State Bank Junior Board of Directors, Watson Brown Foundation, Chamber of Commerce Student Advisory Board, Georgia National Honor Society State Board, and Georgia State Youth Cystic Fibrosis Board.
Present for the meeting:

COL John Thornton – Principal               LTC Pamela Grant – Assistant Principal

Mr. Randy New – Board of Trustees Chair     Mr. Al Martinez – Board of Trustees Member
The College Committee of the Board of Trustees met on December 4, 2008 at 11:00 a.m. in the NAB II Conference Room at Georgia Military College. Present were Ms. Carolyn Thomas, Mayor Richard Bentley, and Dr. Mike Holmes.

Dr. Holmes presented and discussed the Student Learning initiatives that were developed as a part of the 2008-2013 Strategic Plan.

Dr. Holmes reported that research has shown that improved student learning translates into improved student success and, in turn, into improved student retention. Academic Affair’s goal is to produce independent, life-long learners. To achieve this goal requires several key ingredients. First, students must stay in college. Without retention, no other interventions are needed. Second, students must learn how to learn. Students must learn how to find and evaluate information, they must learn how to evaluate their own thinking, and they must develop confidence in their ability to do so. In today’s world, the one constant that can be counted on is change. The individuals who can learn and think on their own (independent) will be the most adaptable, the most innovative, the most forward leaning, the most valued, and the most successful people.

As a result of the strategic planning conference, eight core areas or initiatives of Student Learning that will receive primary focus are: (1) learner-centered instruction, (2) learning communities, (3) critical thinking instruction, (4) technology, (5) hybrid courses, (6) advising, (7) tutoring, and (8) early alert.

Some of these areas are completely new to GMC, such as learning communities and hybrid courses. Learner-centered instruction, critical thinking instruction, and technology, have pockets of excellence, but institution-wide standards, guidance, and professional development need to be established. Finally, are the areas that have been with GMC for some time, but need improvement: advising, tutoring, and early alert.

A brief description of each of these areas follows:

Learner-centered instruction focuses on learning rather than instruction. The responsibility for learning falls more to the student and the instructor serves more as a facilitator of learning rather than the center of knowledge. The goal of this initiative is to increase the use of learner-centered instruction.

Learning communities as a concept has many different models, but the common approach is a collaboration of two or more courses in which the same students are involved. Research has shown that student involvement in learning communities is a critical factor in student learning and enhanced retention. Learning communities will be piloted in the Winter 2009 term.

Critical thinking has many definitions but commonly involves a process in which one assesses or evaluates one’s own thinking. In order to produce independent, life-long learners, it is important that students learn how to think rather than what to think. As with learner-centered instruction, the goal is to increase critical thinking instruction.

Technology can be used to enhance learning. The research suggests that technology is best utilized as supplemental instruction. The more and different ways that can be used to explain learning material, the greater the improvement in comprehension and retention of the learned material. In addition to faculty using technology to enhance student learning, it is important that students learn how to use technology to enhance their own learning. Increasing the use of technology by the faculty and the students in order to enhance learning are the goals of this initiative.
Hybrid courses (sometimes referred to as blended learning) are a combination of face-to-face and on-line instruction. Utilization of hybrid courses helps students by reducing schedule and location barriers. Another benefit of hybrid courses is the increased potential for utilizing instructors at different campuses. Several research studies have found that performance was highest for students enrolled in hybrid courses as compared to those in face-to-face courses and those in on-line courses.

Advising is one of the most important services that a community college can provide. The Community College Survey of Student Engagement (CCSSE) 2007 showed that almost 89% of GMC students said that academic advising was important to them. Increased advisor training and enhancing students’ abilities to self-advice are a few of the goals of this initiative.

Tutoring, as with advising, has been shown to be a key component for enhancing student success for both developmental and non-developmental students. GMC offers free tutoring, but many students do not take advantage of tutoring services or do not take advantage of tutoring services early enough to be of maximum value. The goal is to increase the use of tutoring by those students who could benefit.

Early alert can be a very effective tool for increasing student success and, in turn, retention. Many students may not have the ability to assess their academic situation or do not know what action to take to improve their academic situation. An effective early alert program should be able to identify students who need academic support early in the term and then provide the necessary academic support and monitoring. The goal is to increase participation of both faculty and students.

A committee has been assigned to each area. Committees will meet to determine the best approach(es) for implementing or improving their assigned area of Student Learning. The committees will identify specific objectives to be achieved, an action plan for meeting those objectives, and an assessment plan for determining if their objectives were met.

Respectfully submitted,

Mike Holmes, Ph.D.
Vice President for Academic Affairs/Dean of Faculty
Georgia Military College