MEETING: Board of Trustees, Georgia Military College, Sibley-Cone Library, Monday, January 11, 2010, 7:00 p.m.

PRESENT: Randall A. New, Chairman of the Board; Members: Carolyn T. Thomas, Thomas L. Davidson, Jr., George Hogan, Sr., and Doris Renfroe; MG Peter J. Boylan, President of Georgia Military College; and other interested parties.

ABSENT: Richard A. Bentley and Alberto C. Martinez, Jr.

BUSINESS:

1. Mr. Todd Blackwell, Baldwin County Probate Judge, conducted the swearing-in of the members of the Board, all of whom were re-elected in the November 2009 election.

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

3. Mr. Hogan made the motion that the Board officers and committee memberships remain the same for another term. Dr. Davidson seconded the motion, and the officers and committees were approved by unanimous vote. They are as follows:

   Board of Trustees Officers
   Mr. New, Chairman
   Mr. Hogan, Vice Chairman
   Ms. Thomas, Secretary-Treasurer

   Finance Committee
   Dr. Davidson, Chair
   Mr. New
   Mayor Bentley
   Mr. Martinez
   David M. Grant, Harold Goodrich, and Jacob L. Goldstein as Ex-Officio Members

   Preparatory School Committee
   Mr. Martinez, Chair
   Mr. New
   Ms. Renfroe
4. Ms. Thomas moved that the minutes of the meeting on October 19, 2009, be approved. Mr. Hogan seconded the motion. The minutes were approved by unanimous vote.

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

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

7. 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.

8. Dr. Holmes provided a briefing of the December 4, 2009, meeting of the Board of Trustees Junior College Committee. A copy of the minutes from the Junior College Committee meeting are attached and made a part of these minutes.

9. Mr. Craig provided a Georgia Military College Foundation fund-raising update. He reported that the ribbon-cutting ceremony for Usery Hall has been scheduled for 9:00 a.m. on August 6, 2010.

10. Ms. Harrison reported that the 2009 Alumni Weekend was very successful. She also reported that the new Alumni Directory is expected to be released on March 1.

11. Mr. New appointed the following as Advisory Members to the Board from the GMC Foundation for a two-year term (January 2010 to January 2012): Dr. John H. Ferguson, Mr. Stephen Simpson, Mr. Joe Mobley, and Mr. Russell Walden.

12. PRESIDENT’S REPORT

MG Boylan reported that Mr. Ed Madden is serving as Interim Vice President for Business Affairs.

MG Boylan reported that Dr. Kevin Ryan, from Boston University, will be on campus on January 26 and 27, to conduct an assessment of the character education programs and to provide guidance for progressing into the future.

MG Boylan reported on the status of plans for a new health and wellness building on the Milledgeville campus and for expansion of the Warner Robins campus.

MG Boylan reported that he expects to create a new position to manage EPA requirements. He also reported the possibility of creating additional positions in the Financial Aid Department to meet the demands of processing PELL Grant paperwork.
Mr. Jody Yearwood demonstrated the new Georgia Military College website; Dr. Paula Payne demonstrated the Strategic Planning On Line web-based software; and Mr. Justin Vanderwerff demonstrated the electronic gradebook and academic alert programs.

13. The next meeting of the Board was scheduled for April 12, 2010.

14. There being no further business, the meeting was adjourned.

Randall A. New
Chairman

Carolyn T. Thomas
Secretary-Treasurer

Reviewed by: MG Peter J. Boylan
President, Georgia Military College
# Georgia Military College

## Winter Quarter 2010

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

Current Figures as of January 11, 2010

<table>
<thead>
<tr>
<th>Location</th>
<th>Final 2008</th>
<th>Final 2009</th>
<th>Final 2010</th>
<th>Change</th>
<th>%</th>
<th>Final 2008</th>
<th>Final 2009</th>
<th>Final 2010</th>
<th>Change</th>
<th>%</th>
<th>Tuition Rates</th>
<th>Tuition Budget</th>
<th>Revenue Winter Quarter 2010</th>
<th>Variance</th>
</tr>
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<tr>
<td>Milledgeville Campus</td>
<td>1170</td>
<td>1200</td>
<td>1238</td>
<td>38</td>
<td>3.17%</td>
<td>16048</td>
<td>16375</td>
<td>16908</td>
<td>533</td>
<td>3.25%</td>
<td>$4,170</td>
<td>$921,570</td>
<td>$1,017,480</td>
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<tr>
<td>Cadets</td>
<td>237</td>
<td>208</td>
<td>244</td>
<td>36</td>
<td>17.31%</td>
<td>3949</td>
<td>3504</td>
<td>3961</td>
<td>457</td>
<td>13.04%</td>
<td>$105</td>
<td>$1,374,975</td>
<td>$1,359,435</td>
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<tr>
<td>Commuters</td>
<td>933</td>
<td>992</td>
<td>994</td>
<td>2</td>
<td>0.20%</td>
<td>12099</td>
<td>12871</td>
<td>12947</td>
<td>76</td>
<td>0.59%</td>
<td>$105</td>
<td>$130,200</td>
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<tr>
<td>Sandersville Campus</td>
<td>66</td>
<td>100</td>
<td>103</td>
<td>3</td>
<td>3.00%</td>
<td>734</td>
<td>1177</td>
<td>1314</td>
<td>137</td>
<td>11.64%</td>
<td>$105</td>
<td>$138,875</td>
<td>$123,270</td>
<td>$(10,605)</td>
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<tr>
<td>Madison Campus</td>
<td>89</td>
<td>114</td>
<td>116</td>
<td>2</td>
<td>1.75%</td>
<td>920</td>
<td>1214</td>
<td>1174</td>
<td>-40</td>
<td>-3.29%</td>
<td>$105</td>
<td>$138,875</td>
<td>$123,270</td>
<td>$(10,605)</td>
</tr>
<tr>
<td>Augusta Campus</td>
<td>1157</td>
<td>1280</td>
<td>1286</td>
<td>6</td>
<td>0.47%</td>
<td>12957</td>
<td>14523</td>
<td>14769</td>
<td>246</td>
<td>1.69%</td>
<td>$93</td>
<td>$1,390,815</td>
<td>$1,373,517</td>
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<tr>
<td>Valdosta Campus</td>
<td>907</td>
<td>1017</td>
<td>1169</td>
<td>152</td>
<td>14.95%</td>
<td>10694</td>
<td>12239</td>
<td>13998</td>
<td>1759</td>
<td>14.37%</td>
<td>$92</td>
<td>$1,205,200</td>
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<tr>
<td>Atlanta Campus</td>
<td>508</td>
<td>555</td>
<td>737</td>
<td>182</td>
<td>32.79%</td>
<td>6125</td>
<td>6631</td>
<td>9168</td>
<td>2537</td>
<td>38.26%</td>
<td>$95</td>
<td>$671,650</td>
<td>$870,960</td>
<td>$199,310</td>
</tr>
<tr>
<td>Robins Campus</td>
<td>901</td>
<td>964</td>
<td>1130</td>
<td>166</td>
<td>17.22%</td>
<td>9415</td>
<td>10425</td>
<td>12765</td>
<td>2340</td>
<td>22.45%</td>
<td>$80</td>
<td>$901,200</td>
<td>$1,021,200</td>
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<tr>
<td>Columbus Campus</td>
<td>187</td>
<td>187</td>
<td>189</td>
<td>2</td>
<td>1.07%</td>
<td>2244</td>
<td>2341</td>
<td>2239</td>
<td>-102</td>
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<td>$105</td>
<td>$258,090</td>
<td>$235,095</td>
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<tr>
<td>Grand Total</td>
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<td>5417</td>
<td>5968</td>
<td>551</td>
<td>10.17%</td>
<td>75185</td>
<td>64925</td>
<td>72335</td>
<td>7410</td>
<td>11.41%</td>
<td>$6,987,575</td>
<td>$7,426,743</td>
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**Note:**

- Milledgeville drop/add ends 1/13/10
- Sandersville drop/add ends 1/13/10
- Madison drop/add ends 1/13/10
- Augusta drop/add ends 1/15/10
- Valdosta drop/add ends 1/13/10
- Atlanta drop/add ends 1/13/10
- Robins drop/add ends 1/13/10
- Columbus drop/add ends 1/13/10

Refer Questions to:

Donna Findley

478.445.0751
dfindley@gmc.cc.ga.us

FY10 Matriculation Revenue: $1,339,349
# Georgia Military College

Winter Quarter 2010

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

Current Figures as of January 11, 2010

<table>
<thead>
<tr>
<th>Location</th>
<th>2008--Final</th>
<th>2009--Final</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Budgeted</td>
<td>Actual</td>
<td>Change</td>
</tr>
<tr>
<td>Milledgeville Campus</td>
<td>3229</td>
<td>3210</td>
<td>-19</td>
</tr>
<tr>
<td>Cadets</td>
<td>789</td>
<td>790</td>
<td>1</td>
</tr>
<tr>
<td>Commuters</td>
<td>2440</td>
<td>2420</td>
<td>-20</td>
</tr>
<tr>
<td>Sandersville Campus</td>
<td>167</td>
<td>147</td>
<td>-21</td>
</tr>
<tr>
<td>Madison Campus</td>
<td>121</td>
<td>184</td>
<td>63</td>
</tr>
<tr>
<td>Augusta Campus</td>
<td>2616</td>
<td>2591</td>
<td>-25</td>
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<tr>
<td>Valdosta Campus</td>
<td>1870</td>
<td>2139</td>
<td>269</td>
</tr>
<tr>
<td>Atlanta Campus</td>
<td>1200</td>
<td>1225</td>
<td>25</td>
</tr>
<tr>
<td>Robins Campus</td>
<td>1700</td>
<td>1883</td>
<td>183</td>
</tr>
<tr>
<td>Columbus Campus</td>
<td>413</td>
<td>449</td>
<td>36</td>
</tr>
<tr>
<td>Grand Total</td>
<td>11316</td>
<td>11827</td>
<td>511</td>
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</table>

Note: Milledgeville drop/add ends 1/13/10
      Sandersville drop/add ends 1/13/10
      Madison drop/add ends 1/13/10
      Augusta drop/add ends 1/15/10
      Valdosta drop/add ends 1/13/10
      Atlanta drop/add ends 1/13/10
      Robins drop/add ends 1/13/10
      Columbus drop/add ends 1/13/10
January 11, 2010

GMC ENGINEERING UPDATE

Project: Prep School
Estimated Cost: $21,605,000.00

Issues/Concerns:
- Skanska is slightly behind schedule due to the wet fall. Continuing rains have significantly impacted roof installation and completion of the masonry
- Skanska expects to use some of their project contingency funds to expedite necessary portion of the project
- Skanska has saved $1.7 million on their contracted price to date
- These dollars have been returned to the project and will be used to upgrade some portions of the project and to increase the scope
- Skanska expects to be complete in June 2010
- We have selected a furniture vendor and are moving forward with FF&E
- At this time we do not expect to use any funds from GMC to complete the project

Recent projects include:
- We occupied the new building in Valdosta last week
- EPA peer audit was held in October with good results
- Numerous areas were painted over the Christmas break
- Promethean boards were installed in NAB II and the DLCs
- New HVAC control system installed in NAB II
- Tree pruning and treatments campus wide
- Conduct campus wide asbestos survey
- Replace shingles on Parham Hall
As well as many other maintenance projects around campus.

We have received a draft of the EPA peer audit report and have returned our comments and clarifications. The final report will be issued next week and the sixty day correction period will begin. We will have twenty one days to provide the list of problems to the EPA and at the end of the sixty day period we must provide completed corrective action for each problem. I do not anticipate any difficulty in fully completing corrective action well within the allowed period. We are continuing to move forward with our Environmental Management System (EMS) to oversee our current policies and programs. This system must have the following elements: Policy, Planning, Implementation and Operation, Checking and Corrective Action, and Management Review.
College Committee Minutes (December 4, 2009)
The College Committee of the Board of Trustees met on December 4, 2009 at 11:00 a.m. in the VP of Academic Affairs’ office at Georgia Military College. Present were Ms. Carolyn Thomas, Mayor Richard Bentley, and Dr. Holmes.

Dr. Holmes provided an update on the Student Learning initiatives that were developed as a part of the 2008-2013 Strategic Plan.

The eight core areas or initiatives of Student Learning are: (1) learner-centered instruction, (2) learning communities, (3) critical thinking instruction, (4) technology, (5) hybrid courses, (6) advising, (7) tutoring, and (8) academic alert.

Accomplishments by strategic initiative:
Learner-centered instruction. Dr. Holmes has provided training in learner-centered instruction to all FT faculty and is encouraging continued training through the Department Chairs. Dr. Holmes plans to meet with each FT faculty member individually to discuss, among other things, learner-centered instructional techniques being utilized by the faculty member. The committee is working to develop a straw-man for a faculty e-portfolio where faculty can place their best applications and concepts regarding learner-centered instruction. FY11 efforts in this area will focus on continued application of learner-centered instruction by FT faculty and the training of adjunct faculty in this area.

Learning communities. Learning communities continue to be conducted under the Title-III grant, but GMC faculty are also conducting learning communities outside of the Title-III grants.

Critical thinking. Dr. Richard Paul, an international expert in the area of critical thinking instruction, provided a two-day workshop to all GMC faculty at the Fall 2009 Faculty Workshop/Assembly. This was well received by the faculty. Faculty have been encouraged to integrate critical thinking instruction into their classes. Implementation of critical thinking into the classroom will be monitored in the same way monitoring of learner-centered instruction is planned; through the use of a faculty e-portfolio.

Technology. Recent technology implementations and enhancements have occurred in the development of an e-gradebook, use of Tutor-Trac software to track the utilization of tutoring services, the development of a learning management system (student and faculty portals), attendance tracking, automated academic alert, and Turnitin, a software tool implemented to reduce plagiarism within student writing assignments. The Hybrid course committee has been combined with the Technology committee because of the significant overlap in membership and some tasks. Hybrid courses are being developed and conducted very minimally across GMC. We will be purchasing a workshop that will allow us to provide standard training in hybrid course development to all faculty. The Assistant Dean at each campus will coordinate the efforts at their campus with the other campuses so as to allow for improved sharing of instructional resources, activities, and concepts. At the beginning of the year (January 2010) we will convene a meeting of the Assistant Deans and the Technology committee in order to develop a plan for increasing the development and utilization of hybrid courses.

Advising. Although GMC consistently scores well-above both the national and southern norms in the area of student advising on the Noel-Levitz Survey of Student Satisfaction, we are constantly striving to improve. One of our goals is to help students become more independent in the advising process and to increase a student’s ability to self-advice. We are providing work sheets and academic planners to aid students in their self-advising. Another goal of advising is to improve advisor advising. To accomplish this we are continuing to provide training to advisors in the form of webinars (in CD format), online support, and face-to-face training conducted by Master Advisors. In addition, we are developing a standardized advising checklist that will be used by all advisors. This will aid the seasoned advisor in keeping up with the latest policy and process changes and it will provide the new advisor with a tool that will enhance advising performance close to that of a Master Advisor.
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. From FY08 to FY09 there was a 43% increase in the number of students utilizing tutoring. This can be attributed to an increase in advertising and classroom visits by the tutors. Seventy-four percent of the students who sought tutoring earned a grade of “C” or better in their class.

Academic 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 academic alert program should be able to identify students who need academic support and then provide the necessary academic support and monitoring. The goal is to increase participation of both faculty and students. Since FY07 there has been an approximately 100% increase per year in the number of students referred to academic alert. There is now an automated academic alert that is tied to the e-gradebook. The data to assess the impact of this new automated system is just now being collected and analyzed.

Committees will continue to assess the impact of their initiatives and to determine the best approach(es) for implementing or improving their assigned area of Student Learning. The committees will report out at the next strategic planning meeting in August 2010.

Respectfully submitted,

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