



MEETING: Board of Trustees, Georgia Military College, Usery Community Conference Room, Monday, October 19, 2020, 5:30 p.m.

PRESENT: Mr. George Hogan, Sr., Chairman of the Board; Members: Mr. Ken Vance, Mr. Mike Cobb, Rev. Tony Fraley, Ms. Doris Renfroe, Mr. Randy New, The Honorable Mary Parham-Copelan, LTG William B. Caldwell, IV, President of Georgia Military College, Senior GMC Team members and other interested parties.

**BUSINESS:**

1. Chairman of the Board, George Hogan, Sr., having already declared a quorum to be present, called the meeting to order.
2. Chairman Hogan asked for a motion for the minutes of the meeting on July 20, 2020 to be approved. Mr. Vance made the motion, with Mr. Cobb seconding the motion. The minutes were approved by unanimous vote.
3. On behalf of the Milledgeville City Council, Mayor Mary Parham-Copelan congratulated GMC on our 141<sup>st</sup> anniversary on October 14, 2021. The City Council read a commendation for our 141<sup>st</sup> anniversary at their meeting on October 13, 2021.
4. CHAIRMAN'S REPORT
  - Chairman Hogan accepted a letter of resignation from the former Chairman, Mr. Randy New, effective midnight, October 19, 2020.
  - Chairman Hogan appointed Randy New to the position of Trustee Emeritus for Life, for his long years of dedicated service, sound advice and leadership.
  - Chairman Hogan appointed Mr. Randy New as an Advisory Member to the GMC Board of Trustees. The term for this appointment is two years.
  - Chairman Hogan made a few adjustments to the GMC Board of Trustees Subcommittees:

Finance Committee  
Mr. Ken Vance, Chair  
Mr. Mike Cobb  
Chairman Hogan  
Mr. Randy New  
Mayor Parham-Copelan

Prep School Committee  
Rev. Tony Fraley, Chair  
Mayor Parham-Copelan  
Mr. Randy New

College Committee  
Mr. Ken Vance, Chair  
Ms. Doris Renfroe  
Chairman Hogan

5. Chairman Hogan yielded to COL Jim Watkins, Chief Financial Officer, to provide the finance committee update.
6. COL Watkins informed the Board that the Finance Committee met on October 7<sup>th</sup> and reviewed the finance committee report. COL Watkins then presented a finance committee update. The update included the following:
  - FY22 Budget Assumptions
  - FY22 GMC Budget Guidance
  - Board Decision Request

A copy of this complete report is attached and made a part of these minutes.

7. Chairman Hogan asked for a motion for the approval of the Junior College tuition increase request as presented by COL Watkins. Mr. New made the motion, with Ms. Renfroe seconding the motion. The approval for the Junior College tuition increase was approved by unanimous vote.
8. Dr. Mike Holmes, Senior VP/Chief Academic Officer/Dean of Faculty, provided a College Committee report to the Board. His updates included:
  - Enrollment Trends and Corrective Actions
  - Synchronous Learning Classes
  - 5<sup>th</sup> Year Interim Report (SACSCOC)
  - Military Training & Education Transfer to College Credit
  - Degree Programs
  - Title III Grant
9. Mr. Mark Strom, Senior VP for Institutional Development and GMC Foundation Executive Director, gave an update on the GMC Foundation. The update included the following:
  - Foundation total net assets = \$29.97M
  - During the COVID 19 Pandemic, the Foundation has provided scholarship/hardship funds to all campuses and the prep school in order to help students for all of FY21. To date the Foundation has disbursed to GMC \$154,090.
  - For the 9<sup>th</sup> consecutive year the Foundation had a clean audit with no findings.
  - The Foundation is moving their investment fund management from JP Morgan to Wells Fargo Advisors. November 1<sup>st</sup> is the target date to complete the move.
  - The sale of 11.7 acres of land in Fayetteville is pending. Pending sales price = \$1,345,000.
10. Mr. Jeff Gray, Vice President of Engineering, gave an Engineering Update. The update included the following:
  - The Engineering Department continues to install ionization systems and deliver other technology to all campus location in order to mitigate the spread of COVID-19. We have added fresh air systems, purchased fogging machines for daily treatments, and are managing the purchasing of sanitizing supplies.
  - The Student Services Building (SSB) continues to advance. The State provided \$2.5M for construction in FY21 bond funds. Our architect is revising the floor plan to reduce the size and cost of the building. We anticipate the overall cost to now be \$3.5M.
  - The Center for the Education of the Arts (CEA), formerly known as FACE, drawings and specifications are complete. We are continuing this project but at a slower pace due to challenges presented by COVID-19. We are waiting to see if the State provided any funding in the FY22 Budget to support this project.

## 11. PRESIDENT'S REPORT

General Caldwell briefed the Board members on the following:

- We have Weekly COVID Updates via Zoom every Friday with our senior leadership team and our Board of Trustees, Alumni Board Chair, and our Foundation Executive Committee. Our Engineering team has done an amazing job of researching and implementing strategies and technology to keep our students, faculty, and staff safe.
- With the cold/flu season upon us, our Health Services team put together a Flu Vaccine Clinic earlier this month for students, faculty, and staff to be able to get their flu vaccine. Our other campuses are also holding flu vaccine clinics at their locations as well.
- The JC Corps of Cadets will be conducting a mandatory Character and Leader Development Training (CLDT) on November 4 – 14<sup>th</sup>. Traditionally, we let the Corps go home at the end of the Fall quarter and then return at the beginning of Winter quarter. This year, because of COVID, we are requiring the Corps to remain on campus during this 10 day “break” between quarters and to participate in the CLDT. We may sustain this practice for upcoming years.
- We have missed our budget goals for the first two quarters and therefore have taken steps to reduce our expenses to mitigate our loss in revenue. We have implemented numerous measures to include hiring freezes and travel bans, deferring costs when able, and reevaluating spending in our departments. For

example, we are looking into whether it is more cost effective to contract out for Food Services. We are also looking at all programs within JC Athletics.

## 12. EXECUTIVE SESSION

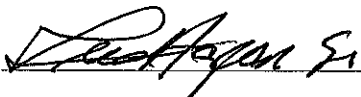
Chairman Hogan asked for a motion to open an Executive Session. Mr. Vance made the motion, with Rev. Fraley seconding the motion and an Executive Session was called to order by unanimous vote.

- The Board was updated on upcoming personnel actions.
- The Board conducted the President's annual evaluation.

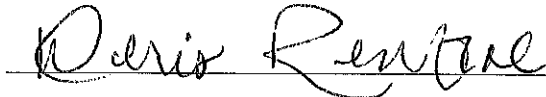
Chairman Hogan asked for a motion to adjourn Executive Session and reconvene regular session. Mr. Vance made the motion, with Mr. New seconding the motion and regular session reconvened by unanimous vote.

13. The next meeting of the Board was scheduled for January 19, 2021.

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



George Hogan, Sr.  
Chairman



Doris Renfroe  
Secretary-Treasurer

Reviewed by: \_\_\_\_\_

LtGen. William B. Caldwell, IV  
President, Georgia Military College

CLOSED MEETING AFFIDAVIT

[A copy of the affidavit must be filed with the minutes of the meeting]

STATE OF GEORGIA  
COUNTY OF BALDWIN  
AFFIDAVIT OF PRESIDING OFFICER

Mr. George Hogan, Presiding Officer of the Georgia Military College Board of Trustees, states under oath that the following is true and accurate to the best of his/her knowledge and belief:

1.

The Georgia Military College Board of Trustees met in a duly advertised meeting on October 19, 2020.

2.

During such meeting, the Board voted to go into closed session.

The executive session was called to order at 1:26<sup>3</sup> a.m./p.m.

4.

The subject matter of the closed portion of the meeting was devoted to the following matter(s) within the exceptions provided in the open meetings law:

\_\_\_ Consultation with the board attorney or other legal counsel to discuss pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the county or any officer or employee or in which the county or any officer or employee may be directly involved as provided in O.C.G.A. § 50-14-2(1);

\_\_\_ Discussion of tax matters made confidential by state law as provided by O.C.G.A. § 50-14-2(2) and (insert the citation to the legal authority making the tax matter confidential) \_\_\_\_\_;

\_\_\_ Discussion of the future acquisition of real estate as provided by O.C.G.A. § 50-14-3(b)(1);

Discussion or deliberation on the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee as provided in O.C.G.A. § 50-14-3(b)(2);

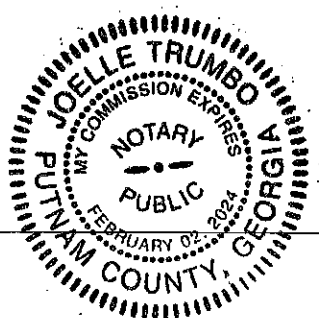
\_\_\_ Other (describe the exemption to the open meetings law): \_\_\_\_\_ as provided in (insert the citation to the legal authority exempting the topic) \_\_\_\_\_.

Signature: George Hogan Sr

Mr. George Hogan, Presiding Officer, Georgia Military College Board of Trustees

Sworn to and subscribed Before me this 19<sup>th</sup> day of October, 2020.

Notary Public  
Signature: Joelle Trumbo  
My commission expires: February 2, 2024



# **Finance Committee Update for the Board of Trustees**

October 19, 2020  
J. Watkins

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## **Agenda**

- **FY22 Budget Assumptions**
- **FY22 GMC Budget Guidance**
- **Board Decision Request**

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## **FY22 Budget Assumptions**

- State funding will be minimal in FY22
  - Prep School funding estimated at \$3.5M
  - JC funding estimated at \$3.49M
  
- Our General Fund request to address our TRS employer annual cost share shortfall of \$782K will not be approved.
  
- Our MRR Funding request of \$1.16M will not be approved
  
- Our Capital Fund request of \$5.5M for the Center for the Education of the Arts (CEA) will not approved
  
- COVID-19 "hangover" will adversely affect GMC JC credit hours and credit hour goals will be reduced from FY21 = less revenue
  
- Prep School attendance will remain at record-high levels

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## **General Fund Request**

Teachers Retirement System (TRS) \$781,000

**Maintenance Repair and Restoration (\$1,160,000):**

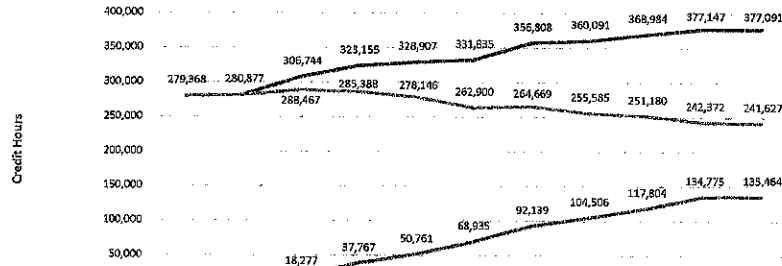
Stucco Repair and Waterproofing, OCB \$350,000

JC Academic Buildings repairs including library chiller, cooling tower and cafeteria repairs \$560,000

Remodel RM/HR Office Building \$250,000

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## Credit Hour Changes over Time



	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20
On-Line	279,368	280,877	306,744	323,155	328,907	331,635	356,808	360,091	368,984	377,147	377,091
Total Credit Hours	279,368	280,877	288,467	285,388	278,146	262,900	264,669	255,585	251,180	242,372	241,627
In-Seat Credit Hours	279,368	280,877	18,277	37,767	50,761	68,935	92,139	104,506	117,804	134,775	135,464

## FY22 Budget Guidance

FY22 Budget Guidance provides the framework for Regional Directors and Department Heads to develop their annual operating budget. Key Guidance:

- **Funds efforts supporting our four strategic objectives** (Contribute to Student Success, Grow Enrollments, Think and Act as One Institution, and Invest in the Future of GMC)
- **Increases JC Tuition rate (if approved)** At the JC level, credit hour charges will increase by \$3 for school year 2021-2022, rising to \$141/CH. Milledgeville rising to \$150; and GOLC rising to \$162.
- **Recognizes** decreases with in-seat credit hours and increases with on-line credit hours
- **No change** in Prep School Tuition and Fees
- **Provides for employee merit increases**
- **Holds operating expenses and travel expenses at 2021 levels wherever possible**

## **Board Decision Requested**

- **JC tuition increase of \$3 per credit hour to \$141/CH for 12 Campuses, with others being:**
  - **Valdosta from \$129 to \$141**
  - **Milledgeville from \$147 to \$150**
  - **GOLC from \$159 to \$162**
  
- **For comparison, GMC will remain one of the lowest “tuition and fees” schools in Georgia** (for example, GCSU in-State tuition is \$ 250 per credit hour plus \$ 1,011 in fees each semester; GMC, with the increase, will be \$141 per credit hour plus \$15 book fee per credit hour)

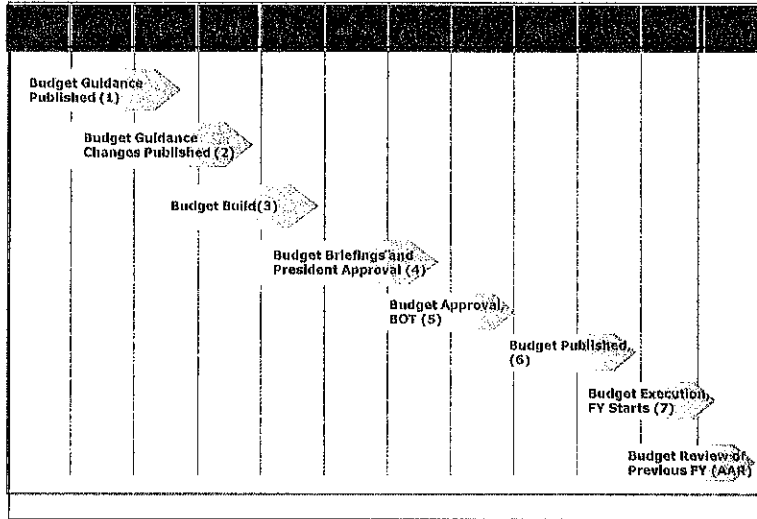
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## **Back-Up Information**

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## Budget Process Timeline, GMC



## GEORGIA MILITARY COLLEGE

### Capital Fund Request for CEA

Cost Driver	Cost
Purchase of land for CEA	\$ 1,137,350
Architectural/Construction Drawings	\$ 675,000
Historical documentation of structures	\$ 65,917
Demolition of site buildings	\$ 103,467
Civil Survey and utilities location	\$ 6,450
Paid by GMC to date	\$ 1,988,184
Site Preparation (Prior to construction)	\$ 800,000
Carroll Daniel Construction Estimate:	
Construction	\$ 6,762,900
General Conditions and Allowances	\$ 1,000,000
Fee and Contingency	\$ 1,164,435
Total Carroll Daniel Construction Estimate	\$ 8,927,335
<b>Total Estimate as of 15 Aug 2019</b>	<b>\$ 11,715,519</b>
Total Square Feet	27,489
Instruction/Classroom Sq Ft	9,485
Percentage of Classroom	34.5%
Capital Request	\$ 5,500,000
GMC Funded	\$ 6,215,519
<b>Total</b>	<b>\$ 11,715,519</b>