



## Nonpublic Postsecondary Education Commission

2082 East Exchange Place, Suite 220

Tucker, Georgia 30084-5305

(770) 414-3300

Fax (770) 414-3309

**Brian P. Kemp**  
Governor

**Kirk Shook**  
Executive Director

<b>MEETING:</b>	Board of Commissioners, Nonpublic Postsecondary Education Commission Quarterly Meeting
<b>DATE:</b>	May 20, 2024
<b>LOCATION:</b>	Covenant College, 14049 Scenic Hwy., Lookout Mountain, GA
<b>TIME:</b>	1:00pm, or at the conclusion of the Quarterly TGTF Board of Trustees Meeting
<b>PUBLIC CALL-IN INSTRUCTIONS:</b>	Dial-in Number: (667) 770-1484 Participant Code: 317138#

### AGENDA

**Call to Order & Invocation**..... Dr. Drew Van Horn, Chairman

**Welcome/Introduction of New Commissioners**..... Dr. Drew Van Horn, Chairman

- Dr. Linda Adkison, Degree-Granting Institution Representative (*replacing Toby Hinton*)
- Dr. Lance Barry, At-Large Post #5 (*replacing Holly Kirbo*)

**Roll Call**..... Dr. Drew Van Horn, Chairman

Name	Commission Seat	Present/Absent
Dr. Drew Van Horn, <i>Chairman</i>	Exempt Institution Representative	
P.K. Martin, <i>Vice Chairman</i>	At-Large Post #3	
Kate Patterson, <i>Secretary</i>	At-Large Post #8	
Dr. Linda Adkinson	Degree-Granting Institution Representative	
Ryan Blythe	Certificate-Granting Institution Representative	
Pranay Udutha	At-Large Post #1	
Doug Roper	At-Large Post #2	
Amanda Shailendra	At-Large Post #4	
Dr. Lance Barry	At-Large Post #5	
Dr. Norma Nunez-Cortes	At-Large Post #6	
Jim Squire	At-Large Post #7	

**Welcome/Introduction of Visitors**..... Dr. Drew Van Horn, Chairman

**Recognition of Board Member Service**..... Dr. Kirk Shook, Executive Director

- Toby Hinton (Board of Commissioners 2018 – 2024, Board Chair FY22)
- Holly Kirbo (Board of Commissioners 2018 – 2024, Board Chair CY19)

**Recognition of Staff Achievement**..... Dr. Kirk Shook, Executive Director

- Maggie Rivers, Election to Board of Directors, *National Association of State Administrators and Supervisors of Private Schools (NASASPS)*

**Host School Spotlight**.....Dr. Kirk Shook, Executive Director

- Covenant College

**Action Items**..... Dr. Drew Van Horn, Chairman

1. Approval of Agenda
2. Approval of Minutes from February 26, 2024 Quarterly Commission Meeting
3. Approval of Tuition Guaranty Trust Fund Reports:
  - o FY24 3<sup>rd</sup> Quarter Report (Jan – Mar 2024) [Unaudited], *Phil Embry*
4. Approval of FY25 Commission Meeting Dates and Locations
5. Approval of FY25 NPEC Schedule of Fees
6. Approval of FY25 NPEC Schedule of Fines
7. FY25 Commission Officer Elections (Chair, Vice Chair, and Secretary)
8. FY25 TGTF Trustee Elections (5 members)
  - o Pursuant to O.C.G.A. § 20-3-250.27(b)(2), “at least two members, by June 30, 2020, shall represent postsecondary education institutions”
9. Approval of updates to Minimum Standards Criteria
10. Approval of Policy Updates
  - o The floor is open for the reading of submitted comments or those wishing to speak regarding Policy change. Individuals wishing to speak are allotted no more than 3 minutes to speak on any given policy proposal.
  - o Vote regarding the ratification of the following policy:
    1. Revision to *Policy 16: Surety Bond Requirements*

**Executive Director Report**..... Dr. Kirk Shook, Executive Director

- NPEC FY24 Operations Budget (3<sup>rd</sup> Quarter)
- Quarterly Budget Comparison (FY23 Q3 v. FY24 Q3)
- Program Evaluation Updates

**Agency Reports**..... Maggie Rivers, Deputy Director

- FY24 3<sup>rd</sup> Quarter Staff Actions
- FY24 3<sup>rd</sup> Quarter Newly Authorized Schools Report

**Executive Session (if necessary)** ..... Dr. Drew Van Horn, Chairman

- Pursuant to *O.C.G.A. § 50-14-2(1)*, this portion of the meeting is “closed in order to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency”
  - o Report on pending litigation from Kristen Settlemire, *Assistant Attorney General*

**School Spotlight**..... Dr. Kirk Shook, Executive Director

- Health Tech of Georgia
  - o This was shared with us on the authorization survey:
    - “In 2022, we had a plasma lab hire our entire Phlebotomy class. They came in to talk to our students in regard to jobs available. They watched as every student proceeded to perform the process in class clinical. They were so amazed they hired them all (14 students). They have continued to hire directly from us since.”
    - “We have a medical assistant who came to us shortly after getting a divorce and struggling to find her new path. She went through every class with ease. She worked hard and managed to pass her classes with great effort. Being a single mom and living on welfare really made her work hard. She never wanted her kids to look at welfare as just being lazy and not working. She cried upon finishing her last class a year later. Today she is in a physician office as their office manager. She only hires students from us. Three students now work with her. She is full of confidence and just glows now that she has found her way. She was named employee of the month for 5 months straight working on her job. She comes by just to say hello to us and is now a guest speaker to our students.”

**Other Business**..... Dr. Drew Van Horn, Chairman

- The next Quarterly Commission Meeting is August 26, 2024 at 1pm (Headshots at 12:15pm)
  - o Location: Georgia Nonpublic Postsecondary Education Commission, 2082 East Exchange Place, Tucker, GA

**PUBLIC COMMENTS**

- All public comments are limited to three (3) minutes per individual

**ADJOURN**