

## BOARD MEETING MINUTES



Georgia Nonpublic Postsecondary  
Education Commission

<b>DATE</b>	Monday, October 25, 2021
<b>TIME</b>	12:45 PM
<b>LOCATION</b>	Helms College – Augusta
<b>PURPOSE</b>	Quarterly TGTF Meeting

<b>Meeting Chair</b>	Toby Hinton
<b>Meeting Title</b>	Board of Trustees of the NPEC Tuition Guaranty Trust Fund
<b>Members Present</b>	Toby Hinton, <i>Chair</i> Norma Nunez-Cortes, <i>Vice Chair</i> Ryan Blythe Kate Patterson Kirk Shook, <i>Secretary (Non-Voting Member)</i>
<b>Members Absent</b>	Amanda Shailendra
<b>Staff Present</b>	Kirk Shook, Executive Director Dr. Laura Vieth, Deputy Director Adam Hawk, GA-SARA Coordinator Pat Neri, Program Manager Maggie Rivers, Program Manager Phil Embry, External Auditor Brian Annino, NPEC/GSFC General Counsel
<b>Visitors</b>	Isabella Lugo, Office of the Attorney General Jet Toney, Georgia Independent College Association

### 1. Call to Order and Roll Call

Chair Hinton called the meeting to order at 12:46PM via Zoom. The Roll Call was taken, and a quorum was declared.

### 2. APPROVAL OF AGENDA

Vice Chair Nunez-Cortes moved to adopt the Agenda for the October 25, 2021 Quarterly Meeting of the Board of Trustees of the Tuition Guaranty Trust Fund. Trustee Patterson seconded the motion.

Upon unanimous vote, it was **RESOLVED** that the Agenda of the October 25, 2021 Quarterly Meeting of the Board of Trustees of the Tuition Guaranty Trust Fund be adopted.

### 3. APPROVAL OF MINUTES

Trustee Patterson moved to adopt the Minutes from the October 25, 2021 Quarterly Meeting of the Board of Trustees of the Tuition Guaranty Trust Fund. Vice Chair Nunez-Cortes seconded the motion.

Upon unanimous vote, it was **RESOLVED** that the Minutes from the October 25, 2021 Quarterly Meeting of the Board of Trustees of the Tuition Guaranty Trust Fund be adopted.

### 4. QUARTERLY REPORT (unaudited): TUITION GUARANTY TRUST FUND

External Auditor Phil Embry reported on the following:

- FY22 1<sup>st</sup> Quarter Report ending September 30, 2021
- Tuition Guaranty Trust Fund 1<sup>st</sup> Quarter Yearly Comparison Report

Vice Chair Nunez-Cortes moved to adopt the amended Quarterly Report of the Tuition Guaranty Trust Fund for the three-month period ending September 30, 2021. Trustee Blythe seconded the motion.

Upon unanimous vote, it was **RESOLVED** that the Quarterly Report of the Tuition Guaranty Trust Fund for the three-month period ending September 30, 2021, be adopted.

### 5. Executive Director's Report

Executive Director Shook reported on the following:

- Student Record Digitization Project
- Potential legislative changes affecting TGTF

Executive Director Shook also informed the Trustees to expect a proposal at the next meeting to move \$500,000 from the TGTF operating account at SunTrust to the Local Government Investment Pool to obtain a higher rate of return.

**6. FY22 1<sup>st</sup> Quarter School Closures Report (July 1, 2021 – September 30, 2021)**

*Presented by Dr. Laura Vieth, Associate Executive Director*

No.	Institution Name	Closure Date
1.	Middle Georgia School of Dental Assistants, LLC (Warner Robbins, GA) <ul style="list-style-type: none"> <li>Unaccredited</li> <li>First authorized January 23, 2007</li> <li>Voluntarily closed</li> <li>GNPEC is awaiting receipt of student records</li> <li>0 students were enrolled at time of closure</li> </ul>	July 30, 2021
2.	SIFT Institute (Atlanta, GA) <ul style="list-style-type: none"> <li>Unaccredited</li> <li>First authorized September 10, 2019</li> <li>Voluntarily closed</li> <li>No student records to surrender to GNPEC</li> <li>0 students were enrolled at time of closure</li> </ul>	August 20, 2021
3.	MSys Technology Training Institute (Alpharetta, GA) <ul style="list-style-type: none"> <li>Unaccredited</li> <li>First authorized September 23, 2020</li> <li>Voluntarily closed</li> <li>No student records to surrender to GNPEC</li> <li>0 students were enrolled at time of closure</li> </ul>	August 31, 2021
4.	Santa Clara University (Santa Clara, CA) <ul style="list-style-type: none"> <li>Accredited by Higher Learning Commission (HLC)</li> <li>First authorized September 19, 2018</li> <li>Voluntarily closed</li> <li>No student records to surrender to GNPEC</li> <li>0 students were enrolled at time of closure</li> </ul>	September 15, 2021

**Other Institutions No Longer Authorized**

No	Institution Name	Expiration Date
1.	Crane Safety Associates of America, Inc. (McDonough, GA) <ul style="list-style-type: none"> <li>Unaccredited</li> <li>First authorized September 19, 2007</li> <li>Authorization no longer required as seeking exemption</li> </ul>	September 17, 2021

No approval required.

**7. ADJOURNMENT**

Vice Chair Nunez-Cortes moved to adjourn the meeting. Trustee Patterson seconded the motion.

There being no further business, the meeting adjourned at 1:09 p.m.

**BOARD OF TRUSTEES CHAIR  
APPROVAL:**

*Toby Hinton*  
Toby Hinton (Mar 3, 2022 14:47 EST)

*Signature*

**Mar 3, 2022**

*Date*

**BOARD OF TRUSTEES SECRETARY  
APPROVAL:**

*K. S.*

*Signature*

**2/11/2022**

*Date*







# October 25, 2021 TGTF Minutes

Final Audit Report

2022-03-03

Created:	2022-02-11
By:	Kirk Shook (kshook@gnpec.ga.gov)
Status:	Signed
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## "October 25, 2021 TGTF Minutes" History

-  Document created by Kirk Shook (kshook@gnpec.ga.gov)  
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