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| **DATE** | Monday, October 25, 2021 |
| **TIME** | 12:45 PM |
| **LOCATION** | Helms College – Augusta |
| **PURPOSE** | Quarterly TGTF Meeting |

**BOARD MEETING MINUTES**



**Georgia Nonpublic Postsecondary**

**Education Commission**

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| **Meeting Chair** | Toby Hinton |
| **Meeting Title** | Board of Trustees of the NPEC Tuition Guaranty Trust Fund |
| **Members Present** | Toby Hinton, ***Chair***  Norma Nunez-Cortes, ***Vice Chair***  Ryan Blythe  Kate Patterson  Kirk Shook, **Secretary** (*Non-Voting Member)* |
| **Members Absent** | Amanda Shailendra |
| **Staff Present** | 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 |
| **Visitors** | 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** thatthe Agenda of the October 25, 2021 Quarterly Meeting of the Board of Trustees of the Tuition Guaranty Trust Fund be adopted.

1. **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** thatthe Minutes from the October 25, 2021 Quarterly Meeting of the Board of Trustees of the Tuition Guaranty Trust Fund be adopted.

1. **QUARTERLY REPORT (unaudited): TUITION GUARANTY TRUST FUND**

External Auditor Phil Embry reported on the following:

* FY22 1st Quarter Report ending September 30, 2021
* Tuition Guaranty Trust Fund 1st 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.

1. **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.

1. **FY22 1st Quarter School Closures Report (July 1, 2021 – September 30, 2021)***Presented by Dr. Laura Vieth, Associate Executive Director*

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| **No.** | **Institution Name** | **Closure Date** |
|  | Middle Georgia School of Dental Assistants, LLC (Warner Robbins, GA)   * Unaccredited * First authorized January 23, 2007 * Voluntarily closed * GNPEC is awaiting receipt of student records * 0 students were enrolled at time of closure | July 30, 2021 |
|  | SIFT Institute (Atlanta, GA)   * Unaccredited * First authorized September 10, 2019 * Voluntarily closed * No student records to surrender to GNPEC * 0 students were enrolled at time of closure | August 20, 2021 |
|  | MSys Technology Training Institute (Alpharetta, GA)   * Unaccredited * First authorized September 23, 2020 * Voluntarily closed * No student records to surrender to GNPEC * 0 students were enrolled at time of closure | August 31, 2021 |
|  | Santa Clara University (Santa Clara, CA)   * Accredited by Higher Learning Commission (HLC) * First authorized September 19, 2018 * Voluntarily closed * No student records to surrender to GNPEC * 0 students were enrolled at time of closure | September 15, 2021 |

**Other Institutions No Longer Authorized**

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| **No** | **Institution Name** | **Expiration Date** |
| 1. | Crane Safety Associates of America, Inc. (McDonough, GA)   * + Unaccredited   + First authorized September 19, 2007   + Authorization no longer required as seeking exemption | September 17, 2021 |

No approval required.

1. **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 BOARD OF TRUSTEES SECRETARY**

**APPROVAL: APPROVAL:**

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*Signature Signature*

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*Date Date*