**BOARD MEETING MINUTES**

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|  **DATE:** | Monday, July 23, 2018 |
|  **TIME:** | 12:45 PM |
| **LOCATION:** | GNPEC, Tucker, GA |



 **Georgia Nonpublic Postsecondary**

 **Education Commission**

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| **MEETING CHAIR:** | Dr. Arthur Vaughn |  |  |
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| **MEETING TITLE:** | Board of Commissioners |

**MEMBERS PRESENT:**

Dr. Arthur Vaughn, **Chair** 11th Congressional District

Holly Kirbo, **Vice Chair** 8th Congressional District

Mollie Cohen, **Secretary** 2nd Congressional District

Lee Todd 3rd Congressional District

**VACANT** 4th Congressional District

Amanda Shailendra 5th Congressional District (via teleconference)

Toby Hinton 7th Congressional District

Dr. Martha Nesbitt 9th Congressional District

Karen Gilbert 13th Congressional District (via teleconference)

**VACANT** 14th Congressional District

Clinton Hobbs At Large

**MEMBERS ABSENT:**

Shelley Nickel 6th Congressional District

Ryan Worsley 10th Congressional District

Norma Nunez-Cortes 12th Congressional District

Victoria Agyekum 1st Congressional District

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1. **CALL TO ORDER AND INVOCATION**Chair, Dr. Arthur Vaughn called the meeting to order at 12:48PM
2. **APPROVAL OF AGENDA**

Dr. Martha Nesbitt made a motion to adopt the Agenda for the July 23, 2018 Quarterly Commission Meeting of the Georgia Nonpublic Postsecondary Education Commission. Lee Todd seconded the motion.

1. **INTRODUCTION OF NEW STAFF AND VISITORS**

Chair, Arthur Vaughn asked that Deputy Director, Dr. Laura Vieth introduce GNPEC staff attending the meeting today.

Deputy Director Vieth introduced newly hired Regulatory Specialists, Tara Gill and Mike Kaiser, who were hired in June. Pat Neri is our GA-SARA Coordinator. Chad Woodard and Kim Searcy were hired in the Fall and then there is Adam Hawk, who are all regulatory specialists.

Executive Director Robinson introduced Kayla Washington, Budget Analyst from the Office of Planning & Budget.

1. **APPROVAL OF MINUTES**Vice Chair, Holly Kirbo made a motion to adopt the Minutes from April 16, 2018 Quarterly Meeting of the Georgia Nonpublic Postsecondary Education Commission. Mollie Cohen seconded the motion.

Upon unanimous vote it was **RESOLVED** thatthe Minutes from the April 16, 2018 Meeting of the Georgia Nonpublic Postsecondary Education Commission be adopted.

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

Chair Vaughn acknowledged that all commissioners were present for the previous Tuition Guaranty Trust Fund meeting and that he entertains the motion that the TGTF Quarterly Report be adopted respectfully.

Toby Hinton made a motion to adopt the Quarterly Report of the Tuition Guaranty Trust Fund for the twelve-month period ending June 30, 2018. Holly Kirbo seconded.

Upon unanimous vote it was **RESOLVED** that the Quarterly Report of the Tuition Guaranty Trust Fund for the twelve-month period ending June 30, 2018, as approved by the Board of Trustees of the Tuition Guaranty Trust Fund be adopted.

1. **REPORT ON GNPEC FY18 OPERATIONS BUDGET, Ending June 30, 2018**

Executive Director, Corinna Robinson discussed the following:

* Ended the fiscal year under budget
* Spent 97.81%. While some categories had an overage overall the agency meant the Governor’s zero-based budget requirement and spent less than it’s allotted Annual Operating Budget.
* Agency has been rent free for the last five years, but will resume paying rent again as of July 1, 2018
* Working closely with OPB on next year’s budget

Chair Vaughn asked the Commission if there were any questions.

There was none.

No approval required.

1. **Executive Director’s Report**

Executive Director Robinson presented the following:

* Introduction of Staff (Introduction occurred earlier in meeting)

Executive Director Robinson stated that she has a great team and the vacancies from retirements have been filled.

* **FY18 Fourth Quarter Report of New Authorized Schools – presented by**

**Deputy Director, Dr. Laura Vieth**

1. Trustees of Boston University (Boston, MA)
2. Crown College (Saint Bonifacius, MN)
3. Kays VIP Dental Assistant School (Tucker, GA)
4. South College Atlanta Learning Site (Atlanta, GA)
5. United States University (San Diego, CA)
6. Breath of Life Training, LLC (Martinez. GA)
7. ALTN Learning Center (Marietta, GA)
8. Accession Distribution Training and Staffing (Riverdale, GA)
9. Dalton Dental Assistant School (Dalton, GA)
10. Valdosta Dental Assistant School (Valdosta, GA)
11. America Evangelical University/Atlanta (Atlanta, GA)
12. Northeastern University (Boston, MA)

 No approval required.

1. **OTHER BUSINESS**

 No other business.

1. **2018 Meeting Dates**
* October 15, 2018 – Annual Meeting and Election of Officers (Time and Location to be determined)
* 2019 Meeting dates will be continued with election of new Chair and announced later
1. **ADJOURN**

Chair Dr. Vaughn made a motion to adjourn the commission meeting. Dr. Martha Nesbitt seconded the motion.

 There being no further business, the meeting adjourned at 1:07 p.m.

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| **BOARD CHAIR APPROVAL:***(Signature & Date)* |  |
| **BOARD SECRETARY APPROVAL:***(Signature & Date)* |  |