



MEMORANDUM

TO: SkillsUSA Georgia Postsecondary Advisors

FROM: Tjazha Mazhani State Director

DATE: November 9, 2021

We hope that you are having a great fall semester and you are re-energized for the 2021-2022 SkillsUSA year. This promises to be an even better year for SkillsUSA Georgia Postsecondary for several reasons. The state SkillsUSA Planning Committee developed a program of work for the year, which includes goals and strategies for improving customer service, membership, championships, community service for local chapters, and many other important programs.

2022 SkillsUSA Championships

Planning has already begun for the annual State Conference and Championships, which is scheduled for February 24-26, 2022. Contests will be held at the Georgia World Congress Center, Hyatt Regency Atlanta, and remote sites where applicable.

The plan is to establish technical committees composed of business and industry and community and educational agency leaders to take over the major responsibility of designing and conducting leadership, occupationally related and skilled and technical sciences contests to promote invaluable learning experiences, improve the quality of our contests, and to make them equitable for everyone participating.

In addition, the SkillsUSA Georgia Postsecondary website is up and will be updated with the latest information. The address is: <http://www.skillsusagaps.org>. Our goal is to make the website the main mode of communication and information dissemination for Georgia's association; however, there is information available on the national site as well. Visit

www.skillsusa.org, select “membership resources” then “membership kit,” there you will find a wealth of information to improve your knowledge to be an effective advisor and run effective chapters.

Advisors must register their students by January 21, 2022 to make them eligible to participate in the Championships contests. Conference registration is completed online through the National SkillsUSA Membership database. Included in this memorandum is a list of various contests and includes information as to how many students are permitted to participate in the various contests, and the contest location. It is important for advisors to obtain a firm commitment from interested students before completing the conference registration. The Planning Committee uses registration information to make decisions about the design of contests and the facilities/materials needed to conduct them.

NOTE: Remember to register alternate students for the Team events of Opening and Closing Ceremonies, Quiz Bowl, and Health Knowledge Bowl as “Observers”. Please note alternates must be SkillsUSA members by January 21 in order to be able to be switched onto a team if the opportunity arises. Remember to also register models for the Nail Care and Esthetics contests.

College Assessment Fee:

Each college must pay an administrative fee of \$1,000 (invoices will be sent to your college student activities coordinator/director, please verify prior to submitting additional payments).

All checks should be made payable to TCSG Foundation, Attn: SkillsUSA and mailed to:

Technical College System of Georgia Foundation
ATTN: SkillsUSA
1800 Century Place, Suite 400
Atlanta, Georgia 30345

Membership and Registration Deadlines:

To be eligible to compete in the State SkillsUSA Championships, the registration must be completed no later than 11:59 p.m. on January 21st. No changes will be accepted after this date.

To be eligible to compete in the State and National competitions, all membership rosters and conference registration must be submitted electronically no later than January 21, 2022. Students who are not competing in any Championships contests can become members and must register, electronically, by January 21, 2022.

It is essential that registration fees and membership dues be paid promptly. The registration system has been updated to reject contestants that **are not** paid members by the membership due date of January 21st. Though you will be allowed to enter students electronically, advisors must follow through with making sure student memberships are paid. **On January 24th, a report will be run and any contestants listed, who are not paid members, will be purged from the system and will not be allowed to compete. Therefore, it is imperative that you ensure membership dues are paid, not submitted to the business office for payment, but rather paid, by the January 21st deadline.**

Membership fees (\$15 per student and \$34 per advisor) should be submitted to the national office. Instructions for submitting Conference Registration fees (\$125 per person) will be communicated at a later date.

There are no refunds for any fees.

Registration and Mandatory Meetings:

Conference registration check-in will be conducted on Thursday, February 24, 2022 at the Hyatt Regency Atlanta. You will receive specific time frames as we get closer to the conference date.

Mandatory contestant orientations will be scheduled on February 24. Specific times and locations will be disseminated at a later date.

Hotel Accommodations

A block of rooms has been secured at The Hyatt Regency Atlanta. Information will be provided on bus parking.

DO NOT CONTACT THE HOTEL DIRECTLY. Instructions for hotel reservations will be communicated at a later date.

Opening & Awards Ceremonies:

Both ceremonies will be held at The Hyatt Regency Atlanta. The Opening Ceremony will take place on February 24, 2022. The Awards Ceremony will be held Saturday, February 26, 2022.

Themes:

This year's theme is, **SkillsUSA: United as One**. This is also the theme for the Prepared Speech and Promotional Bulletin Board contests. The topic to be addressed by the contestants in these events is how the theme relates to the national program of work in the area of professional development. To obtain information on sub themes, please visit the SkillsUSA website at <http://www.skillsusa.org/competitions/skillsusa-championships/theme/>.

The Esthetics Competition Theme is "DISNEY". Additional contest updates from the national office can be located here: <https://www.skillsusa.org/competitions/skillsusa-championships/contest-updates/>. Any additional contest updates from the national office will be distributed on the listserv.

Competition Scoring:

All competitions will be scored in the following areas:

- Written test (If applicable)
- Performance (hands-on)
- Oral professional assessment (interview with the Technical Chair or Judge)—If Applicable)
- The Professional Development test score will be used as a tie-breaker.

Online Testing:

A large portion of competitions will have the written testing portion of the competition held in advance. Advisors will be emailed instructions to send to competitors so they may register for their test during the week of January 24-28. Testing will be proctored. Online testing will occur February 2-11, 2022. Any online testing questions may be directed to Amy O'Dell at aodell@tcsg.edu.

Dress Code:

Refer to pages 15-16 in the Advisor's Guide for the dress code.

https://www.skillsusagaps.org/advisors_corner/SkillsUSA_Georgia_Postsecondary_Advisors_Guide.pdf

During the Awards Ceremony, students who are inappropriately dressed will not be allowed on stage to receive their medals. This dress code applies to both advisors and students and will

be strictly enforced. Advisors, please inform your students of the dress code prior to their competition.

Safety Precautions:

For in-person contests, masks are **required** for everyone (students, advisors, industry partners, etc.). Anyone who is deemed unsafe to participate, will be sent to the isolation room and sent home as soon and as safely as possible. Inability to safely compete on the competition date will disqualify any competitors.

IF YOU FEEL SICK, STAY HOME!

Contests:

All students competing in the State Championships must be registered electronically on the SkillsUSA website www.skillsusa.org no later than January 21st, 2022. **No additional contests can be added nor can contestants be replaced after the January 21st, 2022 deadline. Please make sure that all names are spelled correctly because replacement name badges will not be printed on-site.** Email the State Director if there are any changes/drops after this date, it is critical to have an accurate count for supplies/materials/equipment.

Prizes:

Each technical college is asked to sponsor one or more contests by bringing a 1st place prize valued at \$75.00; a 2nd place prize valued at \$50.00 and a 3rd place prize valued at \$25.00 for each contest it will sponsor. These are minimum values; prizes of higher value are welcome.

For those of you who dropped off prizes in 2020 prior to the shut down, we have kept those and you will not be asked to contribute additionally this year.

Should you have any questions concerning prizes or require additional information, please contact Cynthia Carter at (229) 931-2057 Cynthia Carter (ccarter@southgatech.edu.)

State Officers:

Please encourage your students to become SkillsUSA State Officers. It is a very rewarding experience that will provide opportunities to enhance their leadership abilities. If you have interested students, please contact Missy McLain (mmclain@gntc.edu) and she will send you a State Officer packet. **The deadline to return the State Officer packet is February 4, 2022.** State Officer Candidates will take their online qualifying exam anytime during February 4-11. State Officer Interviews will occur virtually during the week of February 14-18.

ALL State Officer candidates must arrive to Georgia World Congress Center by 9a.m. on Thursday, February 24. Additional details will be provided later.

Advisor of the Year

The Advisor of the Year award to recognize and honor dedicated career and technical education instructors who serve as SkillsUSA advisors. **The Advisor of the Year application is due Wednesday, February 9, 2022.** Please note that Advisor of the Year candidates must come from chapters who have submitted CEP Level 2 Applications, per national guidelines. Any AOY questions may be directed to Amy O'Dell at aodell@tcsg.edu.

Chapter Excellence Program

CEP recognizes achievement as it relates to the integration of the SkillsUSA Framework in chapter program of work activities. By using the Framework as a guide, chapters have a blueprint for creating relevant activities that encourage participation and foster an understanding of student learning attained during each activity. **Applications for CEP Level 1 and Level 2 are due Tuesday, February 1, 2022.** Level 1 and Level 2 chapters are recognized at the State Conference. The highest scoring Level 2 chapters will be submitted for possible national recognition. Any CEP questions may be directed to Amy O'Dell at aodell@tcsg.edu.

Technical Standards/State Guidelines

All paid professional members (advisors) of SkillsUSA have access to the SkillsUSA Championships Technical Standards, be sure to look at the 2021-2022 version to find out of all the new changes for in-person contests.

Navigating the New National Technical Standards Website: The below video was created to help assist advisors navigate the new location of the National Technical Standards:

<https://www.youtube.com/watch?v=aR9Jet0PRP8>

As always, there will be both state and national contest updates provided, as applicable. State Contest Updates will be sent by e-mail to the SkillsUSA listserv. National contest updates are located here, including theme information: www.skillsusa.org/competitions/skillsusa-championships/contest-updates/

Reminders:

1. Contestants in contests that require verbal presentations must use the proper name of the National organization, SkillsUSA. Failure to do so will result in penalty points being assessed. All Skilled and Technical Sciences Championship contests have three components: oral assessment (50 points); written technical knowledge test (150 points); and the performance test (800 points).
2. **You must have a copy of the SkillsUSA Championships Technical Standards 2021-2022 to find out all of the new changes** (note: students do not have access to the Technical Standards, as paid Professional Members it is the responsibility of the Advisor to ensure your students have a copy).
3. Contestants may compete for only two years in the same contest.
4. Dual enrolled high school students are **not** eligible to compete in postsecondary competitions. They must compete on the secondary level.

By now, most main college advisors have received the Membership Package or Kit that is a great resource for recruiting members and organizing the chapter. If you have not received the Membership Kit, you can request one by going to SkillsUSA.org. The Kit has the following information and can be downloaded:

College/Postsecondary Membership Kit

- 2021-22 SkillsUSA Membership Cards
- 2021-22 College/Postsecondary Membership Kit Booklet

[Download all college/postsecondary materials from skillsusa.org.](http://skillsusa.org)

ORGANIZING THE CHAPTER

A main responsibility of SkillsUSA advisors is to organize the chapter by conducting officer elections and developing a plan of work for the 2021-2022 year. Two valuable resources for advisors to use for this

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task are the Leadership Handbook and the Chapter Activity Planner which can be ordered and/or can be downloaded from the SkillsUSA website. Advisors should try to order at least 10 leadership handbooks which contain very useful information for students and advisors on many topics. The Chapter Activity Planner can make it fairly easy to plan the **Program of Work** which leads to an active chapter with a number of educational and fun activities besides preparing for the Championships.

The key to an active and strong chapter is an enthusiastic and informed advisor. The SkillsUSA Website has a number of training modules and resources that advisors can access to improve their knowledge of the organization and become familiar with their responsibilities.

Georgia Postsecondary New and existing advisor training meetings will occur online through TCSG's Blackboard (note: this is different from your college Blackboard). Contact Amy O'Dell (aodell@tcsge.edu) with any questions about this training.

COMMUNICATIONS:

Advisors should contact Ms. Tjazha Mazhani (tmazhani@tcsge.edu) of the Technical College System of Georgia to get their names on the SkillsUSA Listserv which is one of the main communication tools. In addition, the newly established website is being expanded to include important advisor information. Advisors can learn a lot by networking and sharing with each other.

ADVISOR CHALLENGE:

The following are advisors challenges:

- Recruit and submit names of students who want to be state officer candidates
- Expand membership in SkillsUSA by recruiting members from satellite campuses as well as the main campus
- Explore having a set of officers at each former main college campus and then establishing an overall set of officers with representatives from each campus as described in the Leadership Handbook
- Recruit and prepare students who want to participate in the Championship contests.
- Conduct a local SkillsUSA Championships among participants for main campuses and satellite centers. (This is essential to avoid sending students to state level competition who have not completed enough of the program to be competitive)
- Read e-mails sent via the SkillsUSA Listserv as well as information posted on the website
- Express enthusiasm about the organization and be positive and encouraging with students
- Provide feedback to the Planning committee regarding student experiences with contest
- Inform students of the value in participating in the SkillsUSA Championships including the recognition one gets, possibly earning the right to participate in state level Championships which may result in earning valuable prizes, and possibly earning the right to represent the State of

Georgia in the National Championships. Participating in competitive is a very valued point on resumes and employment portfolios.

- Accompany officers to the Fall Leadership Conference and attend the new and existing advisor training meetings.
- Infuse the SkillsUSA framework into your local activities and trainings.
- Submit at least a Level 1 application for the Chapter Excellence Program

IMPORTANT DATES:

There are several important dates that advisors need to meet for the 2021-2022 Year as follow:

- Georgia Fall Leadership Conference: October 21-22, 2021
- Amy Holloway Scholarship Deadline: December 1, 2021
- Administrative Fee Deadline: December 15, 2021
- Membership Deadline: Friday, January 21, 2022
- Conference Registration Deadline: Friday, January 21, 2022
- Testing Enrollment: January 24-28, 2022
- Chapter Excellence Program Deadline: Tuesday, February 1, 2022
- Online Testing: February 2-11, 2022
- State Officer Application Deadline: Friday, February 4, 2022
- Select Local/Remote Contests: Friday, February 4, 2022
- State Officer Candidate Online Exams: February 4-11, 2022
- Advisor of the Year Application Deadline: Wednesday, February 9, 2022
- State Officer Candidate Interviews: February 14-18
- SkillsUSA Opening Session: February 24, 2022
- SkillsUSA Contests at GWCC & Host Hotel: February 25, 2022 (the specific day for contests will be provided soon)
- SkillsUSA Awards Ceremony: February 26, 2022
- SkillsUSA National Leadership & Skills Conference in Atlanta: June 20-25, 2022

Should you have any questions regarding the State competition or any information contained in this correspondence, please contact the State Director Tjazha Mazhani at (404) 679-1685 (tmazhani@tcsge.edu) or Assistant State Director Amy O'Dell at (404) 679-5455 (aodell@tcsge.edu). Please know that the national SkillsUSA Hotline is available to answer most of your questions at (844) 875-4557 (operators@skillsusa.org).

Thank you in advance for your cooperation and continued support of SkillsUSA Georgia Postsecondary!

2022 Championship Contests Information (February 24-26, unless otherwise noted)

Leadership Development (2022)	Number of Contestants or Teams (where applicable) Allowed from Each College	Location	Single Contestant or Team Contest?	Notes
Community Service	2	Remote TBD	Team of 3	Contest: Friday, February 4
Employment Application Process	2	Hotel	Single	Contest: Friday, February 25
Extemporaneous Speaking	2	Hotel	Single	Contest: Friday, February 25
Job Interview	2	Hotel	Single	Contest: Friday, February 25
Job Skills Demonstration A	1	Hotel	Single	Contest: Friday, February 25
Job Skills Demonstration Open	2	Hotel	Single	Contest: Friday, February 25
Occupational Health & Safety (Single)	2	Remote TBD	Team of 3	Contest: Friday, February 4
Occupational Health & Safety (Multiple)	2	Remote TBD	Team of 3	Contest: Friday, February 4
Opening and Closing Ceremonies	2	Hotel	Team of 7	Contest: Friday, February 25
Pin Design	3	Hotel	Single	Contest: Friday, February 25

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Prepared Speech	2	Hotel	Single	Contest: Friday, February 25
Promotional Bulletin Board	2	Remote TBD	Team of 3	Contest: Friday, February 4
Quiz Bowl	1	Hotel	Team of 5	Contest: Friday, February 25
T-Shirt Design	3	Hotel	Single	Contest: Friday, February 25
Occupationally Related Contests (2022)				
Customer Service	1	Hotel	Single	Contest: Friday, February 25
Entrepreneurship	2	Remote TBD	Team of 4	Contest: Friday, February 4
First Aid/CPR	1	Public Safety/GWCC	Single	Contest: Friday, February 25
Health Knowledge Bowl	1	Hotel	Team of 4	Contest: Friday, February 25
Health Occupation Professional Portfolio	5	Remote TBD	Single	Contest: Friday, February 4
Medical Math	4	Hotel	Single	Contest: Friday, February 25
Medical Terminology	4	Hotel	Single	Contest: Friday, February 25
Related Technical Math	4	Hotel	Single	Contest: Friday, February 25
Career Pathways (Arts & Communications)	2	Remote TBD	Team of 3	Contest: Friday, February 4

Career Pathways (Business, Management & Technology)	2	Remote TBD	Team of 3	Contest: Friday, February 4
Career Pathways (Human Services)	2	Remote TBD	Team of 3	Contest: Friday, February 4
Career Pathways (Health Science)	2	Remote TBD	Team of 3	Contest: Friday, February 4
Career Pathways (Industrial & Engineering Technology)	2	Remote TBD	Team of 3	Contest: Friday, February 4
Career Pathways (Natural Resources/Agriculture/Food)	2	Remote TBD	Team of 3	Contest: Friday, February 4
Skilled and Technical Sciences (2022)				
3-D Visualization and Animation	2	CEFGA/GWCC	Team of 2	Contest: Friday, February 25
Advertising Design	3	GWCC	Single	Contest: Friday, February 25
Additive Manufacturing	2	GWCC	Team of 2	Contest: Friday, February 25
Architectural Drafting	3	CEFGA/GWCC	Single	Contest: Friday, February 25
Automotive Refinishing	3	Transportation/ Caliber Collision Morrow	Single	Contest: Thursday, February 24 and Friday, February 25
Automated Manufacturing Technology	1	Lanier	Team of 3	Contest: Friday, February 4
Automotive Service Technology	2	Transportation/ GWCC	Single	Contest: Thursday, February 24
Aviation Maintenance Technology	3	Transportation/ GWCC	Single	Contest: Friday, February 25

Barbering	1	GWCC	Single	Contest: Friday, February 25
Broadcast News Production	2	Remote TBD	Team of 4	Contest: Friday, February 4
Cabinet Making	3	CEFGA/GWCC	Single	Contest: Friday, February 25
Carpentry	3	CEFGA/GWCC	Single	Contest: Friday, February 25
CNC Milling Specialist	2	CEFGA/GWCC	Single	Contest: Friday, February 25
CNC Technician	2	CEFGA/GWCC	Single	Contest: Friday, February 25
CNC Turning Specialist	2	CEFGA/GWCC	Single	Contest: Friday, February 25
Collision Damage Appraisal (Demo)	3	Transportation/ Caliber Collision Morrow	Single	Contest: Thursday, February 24 and Friday, February 25
Collision Repair Technology	3	Transportation/ Caliber Collision Morrow	Single	Contest: Thursday, February 24 and Friday, February 25
Commercial Baking Technology	1	GWCC	Single	Contest: Friday, February 25
Cosmetology	1	GWCC	Single	Contest: Friday, February 25
Crime Scene Investigation	3	Public Safety/GWCC	Team of 3	Contest: Friday, February 25
Criminal Justice	3	Public Safety/GWCC	Single	Contest: Friday, February 25
Culinary Arts	1	GWCC	Single	Contest: Friday, February 25

Cyber Security	2	GWCC	Team of 2	Contest: Friday, February 25
Dental Assisting	4	GWCC	Single	Contest: Friday, February 25
Diesel Equipment Technology	2	Transportation/ GWCC	Single	Contest: Thursday, February 24
Digital Cinema Production	3	GWCC	Team of 2	Contest: Friday, February 25
Early Childhood Education	4	Hotel	Single	Contest: Friday, February 25
Electrical Construction Wiring	1	CEFGA/GWCC	Single	Contest: Friday, February 25
Electronics Technology	2	Southeastern	Single	Contest: Friday, February 4
Emergency Medical Technician (Demo)	2	Wiregrass	Team of 2	Contest: Thursday, February 3
Engineering Technology/Design	4	Remote TBD	Team of 3	Contest: Friday, February 4
Esthetics	2	GWCC	Single (plus model)	Contest: Friday, February 25
Firefighting	4	Public Safety/GWCC	Single	Contest: Friday, February 25
Graphic Communications	3	Augusta Tech	Single	Contest: Friday, February 4
Graphic Imaging Sublimation	3	Augusta Tech	Single	Contest: Friday, February 4
Heating, Ventilation, Air Conditioning and Refrigeration	1	CEFGA/GWCC	Single	Contest: Friday, February 25

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Industrial Motor Controls	1	CEFGA/GWCC	Single	Contest: Friday, February 25
Interactive Application and Video Game Creation	1	Wiregrass	Team of 2	Contest: Thursday, February 3
Marine Service Technology	10	Lanier	Single	Contest: Friday, February 4
Masonry	3	CEFGA/GWCC	Single	Contest: Friday, February 25
Mechatronics	1	GWCC	Team of 2	Contest: Friday, February 25
Medical Assisting	3	GWCC	Single	Contest: Friday, February 25
Mobile Electronics Installation	3	Savannah	Single	Contest: Friday, February 4
Nail Care	1	GWCC	Single (plus model)	Contest: Friday, February 25
Nurse Assisting	3	GWCC	Single	Contest: Friday, February 25
Photography	3	GWCC	Single	Contest: Friday, February 25
Plumbing	3	CEFGA/GWCC	Single	Contest: Friday, February 25
Practical Nursing	3	GWCC	Single	Contest: Friday, February 25
Principles of Engineering	4	Remote TBD	Team of 3	Contest: Friday, February 4
Restaurant Services	2	GWCC	Single	Contest: Friday, February 25

Robotics and Automation Technology	2	Lanier	Team of 2	Contest: Friday, February 4
Screen Printing Technology	3	Augusta Tech	Single	Contest: Friday, February 4
Sheet Metal	3	Savannah	Single	Contest: Friday, February 4
Team Works	2	CEFGA/GWCC	Team of 4	Contest: Thursday, February 24 and Friday, February 25
Technical Drafting	3	CEFGA/GWCC	Single	Contest: Friday, February 25
Telecommunications Cabling	3	Wiregrass	Single	Contest: Thursday, February 3
Television Production	3	GWCC	Team of 2	Contest: Friday, February 25
Web Design	3	GWCC	Team of 2	Contest: Friday, February 25
Welding	1	CEFGA/GWCC	Single	Contest: Friday, February 25
Welding Fabrication	1	CEFGA/GWCC	Team of 3	Contest: Thursday, February 24
Welding Art Sculpture	1	CEFGA/GWCC	Single	Contest: Friday, February 25

Alternates for any team contest must be registered as observers and be SkillsUSA members, and they must meet the technical standard requirements of that contest.