



**Local Board of Directors Meeting
February 17, 2022**

Board Members Present

Lee Lewis, Chair
Ted Buford
Dialo Cartwright
Kurt Davis, Vice Chair
Dewayne Johns
Gwen Mungin
Jason Rubenbauer
Ralph Staffins, III

Staff Members Present

Lonnie Roberts, President
Chad Boyett, Executive Director of Facilities
Eva Byrd, Project Manager
Katrena Felder, Executive Director of Adult Education
Derrell Harris, Executive Director of Information Technology
Vince Jackson, Vice President for Institutional Effectiveness
Ethan Johnson, Campus Police Chief
Melissa Lamb, Vice President for Administrative Services
Amanda Morris, Executive VP and VP for Academic Affairs
Karla Nordone, Vice President for Student Affairs
Stephanie Roberts, Executive Director of College Advancement
Dr. Pete Snell, Vice President for Economic Development

Board Members Absent

Artie Jones, Jr.
Joel Varnedoe

Staff Members Absent

Natasha King, Executive Assistant to the President

Guests

Dr. Glenn Deibert

CALL TO ORDER

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, February 17, 2022, at 12:27 p.m. on the Baxley Instructional Site. Campus. Lee Lewis, CPTC Local Board Chair, called the meeting to order.

APPROVAL OF AGENDA

Upon a motion to approve by Kurt Davis, a second by Gwen Mungin, the CPTC Local Board of Directors unanimously approved the agenda.

SOUTHERN PINES COLLEGE & CAREER ACADEMY PRESENTATION – Dr. Glenn Deibert

Dr. Glenn Deibert gave a brief update on how the construction of the Southern Pines College & Career Academy (SPCCA) is progressing. In addition, Dr. Deibert shared which programs the College will be offering in the new SPCCA facility and which potential dual enrollment programs may be offered at SPCCA (located in CPTC's facility).

ACTION ITEMS

Approval of Minutes

Upon a motion to approve by Ralph Staffins, III, a second by Gwen Mungin, minutes of the January 20, 2022, CPTC Local Board of Directors' meeting were unanimously approved.

CPTC 2021-2022 Academic Calendar (Revised) – Karla Nordone

The CPTC Local Board of Directors received a draft copy of the revised 2021-2022 CPTC Academic Calendar for review and a recommendation to approve was made by Karla Nordone.

Upon a motion to approve by Jason Rubenbauer, a second by Dialo Cartwright, the CPTC Local Board of Directors unanimously approved the revised 2021-2022 CPTC Academic Calendar.

CABINET REPORTS (Full reports uploaded to Dropbox seven (7) days prior to meeting.)

Office of Academic Affairs – Amanda Morris

Six of the ten Neuromuscular Massage Therapy graduates passed their MBLEX on their first attempt.

The Engineering Technology Program will begin Virtual Reality supplement training for students Summer semester. The Z-space trainers allow students to join class virtually and to complete labs virtually. Students in the Engineering Program will be able to attend class, work on virtual labs, have instructor interaction in those labs, and remote teacher student interactions which can be used for tutoring sessions.

Tommy Peagler, Forestry Instructor, is working with Phillip Allen, Rayonier Senior Timber Marketing Manager, regarding forestry intern positions with Rayonier in the Southeast Georgia area.

Office of Administrative Services – Melissa Lamb

Board members received a handout of the College's budget report showing the actual year-to-date revenue and expenditures for the College.

Office of Adult Education – Katrena Felder

GALIS Report #AE095, WIOA Table 4, displays the WIOA local totals of the number of students enrolled, total attendance hours, MSG, separated, remaining, and percentages by entering educational functioning level for all POPs (Periods of Participation) for FY22 in Adult Education (AE):

- Total Enrolled Students Educational Functioning Level ABE Levels 1-5 students: **444**
- Total Enrolled Students Educational Functioning ESL Levels 1-5: **25**
- Total Number of Students Enrolled for both ABE & ESL: **469**
- Total Hours of Attendance both ABE & ESL students: **19,912.50**
- Total Percentage of ABE students who achieved a MSG: 82 = **31.98%**
- Total Percentage of ESL students who achieved a MSG: 5 = **20.00%**
- Total GED's or HSE's earned for current fiscal year: **60**
(Total GED's earned are not calculate in GALIS until the 15th of each month.)

The FY22 MSG% negotiated state performance target has been set at **41%**.

As of February 7, 2022, the CPTC's FY22 MSG % is **31.34%**.

Office of College Advancement – Stephanie Roberts

The CPTC Foundation has received the following grant donations:

- Okefenoke REMC \$4,500
 - GA Natural Resources \$25,000
 - Cindy Tanner Memorial Scholarship \$3,300
 - Sanp-On Tools \$4,310.40
- (Donation of tools for the Waycross Electronics Technology lab)

The 7th annual sporting clays tournament is tentatively scheduled for April 9, 2022, at Dorchester Shooting Preserve.

Office of Economic Development – Dr. Pete Snell

TCSG is working on the possibility of starting a system-wide approach to offering live online training. Currently, online partnerships have around an 80-20% revenue share in favor of the online partner. The new system will use BlackBoard and is anticipated to have around a 70-30% revenue share in favor of the referring college.

Office of Institutional Effectiveness – Vince Jackson

CPTC's Perkins Internal Control review was February 9. The Institutional Effectiveness Division reviewed the College's documentation and inventory status prior to the review. In addition, all pertinent information was updated in the SPIRIT Perkins budget planning system.

Office of Student Affairs – Karla Nordone

As of February 10, CPTC's enrollment for Spring Semester is 3,381. Enrollment for Spring Semester 2021 was 3,669. Additional students will be registered with the start of B-term classes.

The CPTC 2022 Rick Perkins Instructor of the year is John Kennedy, Electrical Lineworker Instructor and the 2022 GOAL winner is Ashley Dowling from Long County. Ms. Dowling is a Practical Nursing student on the Baxley Instructional Site. Both will advance to the regional competition in Tifton on March 2 and to the state competition in Atlanta (April 25-28).

Office of the President – Lonnie Roberts

The remaining portion of the student funds will be disbursed to students this semester. The College has identified expenditures to cover the remaining balance of institutional funds. Because the items that the College is purchasing will not be delivered prior to May, CPTC will have to request an extension on the institutional portion of these funds.

The architect is working on the final plans for the Southern Pines Collee & Career Academy and hopes to have them ready to bid this Spring. The academy will house the Construction and Industrial Systems programs. Additional dual enrollment programs will be taught in CPTC facilities. The College has begun ordering some of the equipment that will support SPCCA programs. A request to purchase \$174,847 worth of Industrial Systems Technology equipment has been submitted to the State Board.

The House passed the amended fiscal year 2022 budget and it is now in the Senate. The House version includes a \$5,000 pay increase for all full-time, benefit eligible state employees.

OPEN DISCUSSION

None

UPCOMING EVENTS

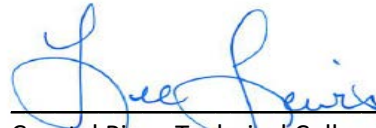
The next CPTC Local Board of Directors' meeting is scheduled for March 17, 2022, at 12:00 p.m. on the Waycross Campus.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:20 p.m. A tour of the Baxley Instructional Site followed.



Coastal Pines Technical College
President



Coastal Pines Technical College
CPTC Local Board Chair or Vice Chair