Local Board of Directors Meeting
January 20, 2022

Board Members Present	**Staff Members Present**

Board Members Present
Lee Lewis, Chair
Ted Buford
Kurt Davis, Vice Chair
Dewayne Johns
Gwen Mungin
Jason Rubenbauer
Ralph Staffins, III

Staff Members Present
Lonnie Roberts, President
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
Natasha King, Executive Assistant to the President
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
Dialo Cartwright
Artie Jones, Jr.
Joel Varnedoe

Staff Members Absent
Chad Boyett, Executive Director of Facilities
Eva Byrd, Project Manager

Guests
Amanda Aldridge, Cybersecurity Instructor

CALL TO ORDER
The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, January 20, 2022, at 12:00 p.m. in room 1458 of the Waycross Campus. Lee Lewis, CPTC Local Board Chair, called the meeting to order.

APPROVAL OF AGENDA
Upon a motion to approve by Dewayne Johns, a second by Gwen Mungin, the CPTC Local Board of Directors unanimously approved the agenda.

CYBERSECURITY PROGRAM PRESENTATION
Amanda Aldridge, Cybersecurity Instructor, gave a brief update and shared information on the Diploma, Technical Certificate of Credit and Associate of Applied Science Cybersecurity program at CPTC.

ACTION ITEMS
Approval of Minutes
Upon a motion to approve by Jason Rubenbauer, a second by Gwen Mungin, minutes of the November 18, 2021, CPTC Local Board of Directors' meeting were unanimously approved.

New Program Request – Amanda Morris
Amanda Morris made a recommendation to approve the following new program:
- iOS App Development in Swift, TCC
  - Coastal Pines Technical College is requesting approval for the iOS App Development in Swift Technical Certificate of Credit.

Upon a motion to approve by Dewayne Johns, a second by Ted Buford, the CPTC Local Board of Directors unanimously approved the new program listed above.

CABINET REPORTS (Full reports uploaded to Dropbox seven (7) days prior to meeting.)
Office of Academic Affairs – Amanda Morris
The eight-week NAST 2100 nurse aide class had a 100% pass rate on the licensure exam.

The Phlebotomy program had a total of 15 students graduate in December.
- Brunswick   7
- Waycross   8

The Practical Nursing program had a total of 28 students graduate in December.
- Camden   6
- Waycross   9
- Jesup   13

The Respiratory Care program had a total of five students graduate in December and the Neuromuscular Massage Therapy program had a total of nine students graduate.

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: **401**
- Total Enrolled Students Educational Functioning ESL Levels 1-5: **22**
- Total Number of Students Enrolled for both ABE & ESL: **423**
- Total Hours of Attendance both ABE & ESL students: **17,288**
- Total Percentage of ABE students who achieved a MSG: 78 **= 32.42%**
- Total Percentage of ESL students who achieved a MSG: 5 **= 22.73%**
- Total GED's or HSE's earned for current fiscal year: **52**

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

As of January 10, 2022, the CPTC's FY22 MSG % is **31.91%.**

Office of College Advancement – Stephanie Roberts
The CPTC Foundation has received the following grant donations:

- Satilla REMC $20,000
- Albert & Esther Thomson Scholarship $8,917.10
- Coastal Resources Division – GDNR $20,000 Endowment & $5,000 Scholarship (possibility of more funding down the road)

Office of Economic Development – Dr. Pete Snell
PSI Testing is now available for a wide variety of state and industry testing including some that will benefit the College's students such as healthcare, barber, cosmetology, real estate, and more. Other testing includes FAA, TSA, insurance, contractor, and more.

Office of Student Affairs – Karla Eubanks
Board members received and reviewed a spreadsheet listing the Fall Semester graduates, which included the graduates' program of study and degree earned.

As of January 10, CPTC's pre-registration for Spring Semester is 2, 705. As a frame of reference, enrollment for Spring Semester 2021 was 3,669.

Free Application week was held November 9-15. The total number of admission applications received during the week was 134 with 93 returning students who did not have to pay.

Office of the President – Lonnie Roberts
Garbutt Construction (Dublin, GA) has begun work on Phase 1 of the Baxley renovations. Completion is projected for late Summer. Phase 2 should be going to bid soon.

The architect is working on the final plans for the academy and hopes to have them ready to bid this Spring. The academy will house Construction and Industrial Systems. Additional dual enrollment programs will be taught in CPTC facilities.

A preliminary floor plan and building design has been developed. CPTC is working with the architect (Hansen) to finalize the plans. The size of the building had to be reduced to get it within budget.

The wallpaper in the 1100 and 1200 building is being removed and walls painted. The goal is to eventually have all wallpaper gone. The architect is working on plans to convert the old automotive lab into a new welding lab.

TCSG's recommended budget is very positive. State funds in the Amended Fiscal Year 2022 budget increased $40,084,953 and the FY 2023 Budget has a recommended state fund increase of $95,352,823. Highlights include:

Amended FY 2022 ($40 Million)

1. $5,000 pay increase for all full-time, benefit eligible state employees
2. Dual Achievement – High School Pilot Program ($1.5M)
3. Obsolete Equipment Replacement for our Colleges ($10M)
4. Equipment for New Construction Projects (Chattahoochee, Athens, Atlanta, Savannah) ($9.4M)

FY 2023 ($95.3 Million)

1. $5,000 pay increase for all full-time, benefit eligible state employees
2. Statewide Changes
   a. Earned Annual Leave Payout – up to 40 hours
   b. ERS Rate Change (Includes COLA for State Retirees and Increase in 401K match)
   c. TRS Rate Change
3. Restoration of TCSG's Austerity Reduction ($35M)
4. Reduction related to Formula as it relates to a 10.1 decline in enrollment($-23.4M)
5. Apprenticeship Program Enhancement ($1.27M)
6. Transfer of Employment Services from DOL to Workforce
7. Customized Training for Electric Vehicle Industry ($6M)
8. Design a Quick Start Training Facility ($6.2M)
9. Dual Achievement – High School Pilot Program ($5.1M)
10. Major Repairs and Maintenance Projects for our Colleges ($22M)

In addition to the Annual Budget changes, the bond package included $38,620,000 in construction projects – Albany ($8.54M), Southern Regional ($28.5M), Central Georgia ($1.75M)

OPEN DISCUSSION
None

UPCOMING EVENTS
The next CPTC Local Board of Directors' meeting is scheduled for February 17, 2022, at 12:00 p.m. on the Baxley Instructional Site.
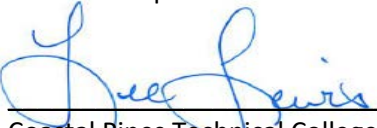
The next CPTC graduation ceremony is scheduled for Thursday, January 27, 2022, 7:00 p.m. at the Wayne County High School Auditorium.

ADJOURNMENT
There being no further business, the meeting was adjourned at 1:19 p.m.

Coastal Pines Technical College	Coastal Pines Technical College
President	CPTC Local Board Chair or Vice Chair