



**Local Board of Directors Meeting  
December 14, 2023**

**Board Members Present**

Ted Buford  
Dialo Cartwright  
Kristina Foreman  
Lee Lewis, Chair  
Kurt Davis, Vice Chair  
Artie Jones, Jr.  
Jason Rubenbauer  
Ralph Staffins, III  
Summer Stipe

**Staff Members Present**

Chad Boyett, Executive Director of Facilities  
Eva Byrd, Project Manager  
Katrena Felder, Executive Director of Adult Education  
Derrell Harris, Executive Director of Information Technology  
Ethan Johnson, Campus Police Chief  
Lanie Jonas, Vice President for Administrative Services  
Natasha King, Executive Assistant to the President  
Amanda Morris, Executive VP and VP for Academic Affairs  
Karla Nordone, Vice President for Student Affairs  
Lonnie Roberts, President  
Stephanie Roberts, Executive Director of College Advancement  
Dr. Pete Snell, Vice President for Economic Development

**Board Members Absent**

Dewayne Johns

**Staff Members Absent**

None

**Guests**

None

**CALL TO ORDER**

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, December 14, 2023, at 11:30 a.m. in rooms 4136 and 4137 on the Jesup Instructional Site. Lee Lewis, CPTC Local Board Chair, called the meeting to order.

**APPROVAL OF AGENDA**

*Upon a motion to approve by Ralph Staffins, III, a second by Artie Jones, Jr., the CPTC Local Board of Directors unanimously approved the agenda.*

**ACTION ITEMS**

**APPROVAL OF MINUTES**

*Upon a motion to approve by Jason Rubenbauer, a second by Artie Jones, Jr., minutes of the September 21, 2023, CPTC Local Board of Directors' meeting were unanimously approved.*

**FY24 Program Specific Fee Request**

The provider for Student Liability Insurance is changing from Mercer to Associate Member Benefits Advisor (AMBA) effective January 1, 2024.

Coastal Pines Technical College is requesting approval of the following cost recovery fee increases, effective January 1, 2024:

- Student Liability Insurance (TCSG approval not required)
  - Liability Insurance for students in Class I programs will increase from \$3.18 to \$4.00 per semester.
    - Class I programs include Early Childhood, Cosmetology, Timber Harvesting and all Medical (excluding Paramedicine/EMT) programs.
  - Liability Insurance for students in Class II programs will increase from \$13.25 to \$17.60 per semester.
    - Class II programs include Paramedicine/EMT.

*Upon a motion to approve by Ralph Staffins, III, a second by Artie Jones, Jr., the CPTC Local Board of Directors unanimously approved the program specific fee increases listed above.*

#### **2024-2025 CPTC ACADEMIC CALENDAR – Lonnie Roberts**

The CPTC Local Board of Directors received a draft copy of the proposed 2024-2025 CPTC Academic Calendar for review and a recommendation to approve was made by Lonnie Roberts.

*Upon a motion to approve by Ralph Staffins, III, a second by Jason Rubenbauer, the CPTC Local Board of Directors unanimously approved the 2024-2025 CPTC Academic Calendar.*

#### **NEW PROGRAM REQUESTS - ELECTRONIC VOTING RESULTS**

The electronic voting to request approval of the EL21 Electrical Lineworker with Pintle Hook Restriction, TCC, Basic Avionics Technician, TCC, NCCER Plumbers Assistant, TCC, and the AM11 Mechatronics Specialist, TCC was conducted November 16, 2023. Eight members submitted votes. The results are as follows:

- Approved – 8
- Opposed – 0
- Members That Did Not Vote – 2

#### **OPEN DISCUSSION**

None

#### **UPCOMING EVENTS**

The next CPTC Local Board of Directors' meeting is scheduled for January 18, 2024, at 12:00 p.m. on the Golden Isles Instructional Site.

The next CPTC graduation ceremony is scheduled for Thursday, February 8, 2024, 7:00 p.m. at the Wayne County High School.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 11:51 a.m.

  
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Coastal Pines Technical College  
President

  
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Coastal Pines Technical College  
CPTC Local Board Chair or Vice Chair