



**Local Board of Directors Meeting
January 19, 2023**

Board Members Present

Lee Lewis, Chair
Ted Buford
Dialo Cartwright
Kurt Davis, Vice Chair
Dewayne Johns
Artie Jones, Jr.
Jason Rubenbauer
Ralph Staffins, III

Staff Members Present

Chad Boyett, Executive Director of Facilities
Eva Byrd, Project Manager
Vince Jackson, Vice President for Institutional Effectiveness
Ethan Johnson, Campus Police Chief
Derrell Harris, Executive Director of Information Technology
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
Lonnie Roberts, President
Stephanie Roberts, Executive Director of College Advancement
Dr. Pete Snell, Vice President for Economic Development

Board Members Absent

Gwen Mungin
Joel Varnedoe

Staff Members Absent

Katrena Felder, Executive Director of Adult Education

Guests

Debra Shedd

CALL TO ORDER

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, January 19, 2023, at 12:21 p.m. in room 1165 on the Golden Isles 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

NEW BOARD MEMBER RECOMMENDATIONS – Lonnie Roberts

Lonnie Roberts, CPTC President, made the following recommendations:

- Kristina Foreman as a new board member to represent Ware County
- Summer Stipe as a new board member to represent Pierce County

Upon a motion to approve by Ralph Staffins, III, a second by Artie Jones Jr., the CPTC Local Board of Directors unanimously approved the nomination of the individuals listed above and forwarding the nominations to the State Board of the Technical College System of Georgia (TCSG) for final review and action.

APPROVAL OF MINUTES

Upon a motion to approve by Artie Jones Jr., a second by Ted Buford, minutes of the December 15, 2022, CPTC Local Board of Directors' meeting were unanimously approved.

FY23/24 PROGRAM SPECIFIC FEE REQUESTS – Melissa Lamb

Melissa Lamb made a recommendation to approve the following fee increases:

- Surgical Technology (TCSG approval not required)
 - Surgical Technology Board Vitals Fee \$158

Students will utilize this study tool for an entire year in preparation for the National Board of Surgical Technology and Surgical Assisting (NBSTSA) Certifying Exam. Board Vitals allows instructors to monitor student usage, track performance, create custom student exams, and provides a full-length certifying surgical technology and certifying radiologic technologist mock exams for students to take prior to their actual certifying tests. The study tool is utilized on a desktop computer or a phone application and offers a 100% pass rate guarantee.

- Practical Nursing (TCSG approval not required)
 - ATI Nursing fee increase from \$1,752 to \$1,851 (\$617 over 3 semesters)

The increase in price is due to the addition of new products and clinical judgement scenarios for students. The increase also helps cover changes that the National Boards of Council is beginning to integrate in 2023 for changes related to a new state licensure exam that nurses must take. Many of the technical colleges have continued to keep their partnership with ATI. ATI has tremendously helped improve testing and state licensure pass rates within the College's own program. CPTC's PN pass rates went from 75% in 2020 to 97% in 2022.

Upon a motion to approve by Dewayne Johns, a second by Artie Jones, Jr., the CPTC Local Board of Directors unanimously approved the Surgical Technology Board Vitals Fee and the ATI Nursing Fee increases listed above.

NEW PROGRAM REQUESTS – Amanda Morris

Amanda Morris made a recommendation to approve the following new programs:

- Emergency Medical Responder (EMR), TCC
- NCCER Carpentry Fundamentals, TCC
- NCCER Basic Electrical Systems Technician, TCC

Upon a motion to approve by Jason Rubenbauer, a second by Artie Jones Jr., the CPTC Local Board of Directors unanimously approved the new programs listed above.

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

Office of Academic Affairs – Amanda Morris

The ACEN Review Response was completed and submitted to the Accreditation Commission for Education in Nursing (ACEN) January 9. To date, the accreditation pass rate percentage is 81%.

Thomas Wesley, Dean for Academic Affairs, attended The Apprenticeship Summit on November 17 where he found that other colleges were using the ASE and ACR grant funds a little different than what

CPTC has originally been claiming for reimbursement. The funds from these grants can be used to reimburse the College for any additional equipment purchased to expand the apprenticeship programs or any other cost that the student/college may have incurred because of being a part of the apprenticeship program. This would include any item the student purchased to be successful in the program.

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 College Advancement – Stephanie Roberts

The CPTC Foundation has received the following grant donations:

- Okefenoke REMC \$7,000
(\$2,000-General Scholarship, \$2,500-Electrical Lineman, \$2,500-Tools for Lineman Program)
- Satilla REMC \$20,000
(\$10,000-Electrical Lineman Fund, \$10,000 – General Fund)
- Georgia Power \$10,000 (General Fund)
- National Board for Respiratory Care \$5,000
- Rayonier \$2,000 (Forestry Program)
- Bagwell FDN \$2,000

The CPTC Foundation awarded \$47,924.33 in scholarships for the Fall semester.

The CPTC Foundation awarded a total of \$153,233.84 in scholarships for the 2022 calendar year. This includes student, faculty, and staff scholarships.

Office of Economic Development – Dr. Pete Snell

Dr. Pete Snell, Vice President for Economic Development, is participating in discussions concerning a Law Enforcement Phlebotomy training program. If approved, it is hopeful that the training program would begin towards the end of 2023, when the federal grant may be renewed. Currently, West Georgia Technical College is the only technical college that offers a Law Enforcement Phlebotomy training program.

Office of Institutional Effectiveness – Vince Jackson

The October through December 2023 USDA quarterly reports have been submitted. There are no new updates concerning the truck budgeted in 2022 for the Commercial Truck Driving program. The last report received indicated delivery sometime in the third quarter of 2023.

Office of Police and Security – Ethan Johnson

CPTC Campus Police Chief, Ethan Johnson participated in an initial meeting with GEMA to kick off the planning process for a full-scale active shooter exercise on the Camden Instructional Site. The hope is to schedule the exercise for November 2023.

Office of Special Projects – Eva Byrd

The first session of the College's internal 2023 Stingray Leadership Academy (SLA) program is scheduled to launch Friday, February 17 on the Jesup Instructional Site. The Selection Committee met and selected twelve participants for the cohort.

Office of Student Affairs – Karla Nordone

Board members received and reviewed a spreadsheet listing the Fall Semester graduates, which included the graduates' program of study and degree earned.

Office of the President – Lonnie Roberts

Baxley Instructional Site Renovations

- Phase 1 – The contractor is continuing to address the punch list items for Phase I renovations on the Baxley Instructional Site.
- Phase 2 – Work on the Phase II renovations has gone extremely well. A punch list inspection was completed last week. Furniture has been delivered and is on site.
- New Access Road – The contractor is making good progress on the new entrance/access road to the Baxley Instructional Site. As of the week of January 9, all that is remaining is striping and signage.
- Main Entrance – The GDOT permit has been secured. Work will begin upon completion of the new access road.

The contract for the Hazlehurst Instructional Site's monument sign has been awarded and the contractor is working on getting everything ready to begin.

The renovation on the Jesup Instructional Site of the old automotive lab into a new welding lab is out for bids. A pre-bid meeting is scheduled for Friday, January 27 at the Jesup Instructional Site.

The bid for the Camden Instructional Sites Machine Tool Building was awarded to C. Merrill Construction in the amount of \$3,336,100. TCSG is working on all paperwork and a notice to proceed will be issued upon completion of the paperwork.

The College is still waiting for bonds to be sold that include the funds for the planning and designing of the new building on the Golden Isles Instructional Site.

Work is proceeding very quickly on the Southern Pines College and Career Academy on the Baxley Instructional Site. Block walls are going up now. The contractor is still on schedule to complete in time for Fall Semester classes to be held in the building.

Governor Kemp's FY24 Budget was released Friday. Here are the TCSG highlights.

- AFY23 Budget - The only changes were additions under QuickStart of \$129,375,000 to cover the design and construction cost of the Training Centers for the Rivian and Hyundai projects.
- FY24 Budget
 - Increase of funds for a \$2000 COLA for all employees (full-time).
 - Increase of funds for EV-related customized recruitment.
 - Decrease in formula funds of \$8.9m due to enrollment decline.

- Bond Package
 - Equipment Refresh, statewide. \$8,000,000
 - Equipment for renovation of Building H, Central Georgia Technical College, Macon, Bibb County. \$245,000
 - Equipment for renovation of Purcell Hall Renovation, North Georgia Technical College, Clarkesville, Habersham County. \$650,000
 - Equipment for Diesel Equipment and Auto Collision Demonstration Center, Albany Technical College, Albany, Dougherty County. \$1,535,000
 - Equipment for Technical and Industrial Education Building, Southern Regional Technical College, Moultrie, Colquitt County. \$5,080,000
 - Design and construction of the Georgia Industrial Robotics Training Center, Ogeechee Technical College, Statesboro, Bulloch County. \$19,905,000

OPEN DISCUSSION

February 16, 2023, CPTC Local Board Meeting – Proposal to Cancel or Reschedule

Lonnie Roberts requested approval to reschedule the meeting time of the February 16, 2023, CPTC Local Board of Directors' meeting to 10:00 a.m. and move the location of the meeting from Waycross Campus to the Jesup Instructional Site.

Following a brief discussion, the CPTC Local Board of Directors unanimously approved moving the meeting time of the February 16, 2023, CPTC Local Board of Directors' meeting to 10:00 a.m. and move the location of the meeting to the Jesup Instructional Site.

UPCOMING EVENTS

The next CPTC graduation ceremony is scheduled for Thursday, January 26, 2023, 7:00 p.m. at the Ware County Middle School.

The next CPTC Local Board of Directors' meeting is scheduled for February 16, 2023, at 10:00 a.m. on the Jesup Instructional Site.

ADJOURNMENT

There being no further business, the meeting adjourned at 1:23 p.m.



Coastal Pines Technical College
President



Coastal Pines Technical College
CPTC Local Board Chair or Vice Chair