



**Local Board of Directors Meeting  
December 12, 2024**

**Board Members Present**

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

**Staff Members Present**

Chad Boyett, Executive Director of Facilities  
Eva Byrd, Project Manager  
Katrena Felder, Executive Director of Adult Education  
Amanda M. Foreman, Executive VP and VP for Academic Affairs  
Derrell Harris, Executive Director of Information Technology  
Vince Jackson, Vice President of Institutional Effectiveness  
Ethan Johnson, Campus Police Chief  
Lanie Jonas, Vice President for Administrative Services  
Carley McDonald, 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**

Dialo Cartwright  
Kristina Foreman  
Summer Stipe

**Staff Members Absent**

Natasha King, Executive Assistant to the President

**Guests**

None

**CALL TO ORDER**

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, December 12, 2024, at 11:00 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 Ted Buford, 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 Kurt Davis, minutes of the November 21, 2024, CPTC Local Board of Directors' meeting were unanimously approved.*

**FY25 Program Specific Fee Request**

Coastal Pines Technical College is requesting approval of the following cost recovery fee increases, effective Spring 2025 Semester:

- Associate of Science, Nursing (ASN) Program (TCSG approval not required)
  - ATI Software fee increase to \$183.75
    - Spring 2025: Term 1 - RNSG 2021: Fundamentals of Nursing
    - Summer 2025: Term 2 - RNSG 2023: Medical/Surgical Nursing I
    - Fall 2025: Term 3 - RNSG 2031: Maternal/Pediatric Nursing
    - Spring 2026: Term 4 - RNSG 2033: Medical/Surgical Nursing 3
- Electrical Lineworker Program (TCSG approval not required)
  - Fuel Surcharge fee increase to \$225 (for Class B CDL Licensure)

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

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

The electronic voting to request approval of the Neuromuscular Massage Therapy, TCC and the Behavioral Health Technician, TCC, was conducted October 30, 2024. Seven members submitted votes.

The results are as follows:

- Approved – 7
- Opposed – 0
- Members That Did Not Vote – 2

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

The electronic voting to request approval to terminate the following programs was conducted October 30, 2024:

- CA43 Culinary Arts, Degree
- CO12 Cosmetology, Diploma
  - Replaced with Cosmetology for Licensure, TCC
- CS61 Catering Specialist, TCC
- EL11 Electrical Lineworker, TCC
  - Replaced with Electrical Lineworker with Pintle Hook Restriction, TCC
- FPW1 Food Production Worker I, TCC
- IAD1 iOS App Development in Swift, TCC
- NAA1 Nurse Aide Accelerated, TCC
  - Replaced with Nurse Aide Fast Track, TCC
- PN12 Practical Nursing, Diploma
  - Replaced with Practical Nursing, TCC
- WQT1 Water Quality Technician, TCC
- HS21 Health Care Science, TCC

Seven members submitted votes. The results are as follows:

- Approved – 7
- Opposed – 0
- Members That Did Not Vote – 2

#### **FY25 PROGRAM SPECIFIC FEE REQUEST - ELECTRONIC VOTING RESULTS**

The Respiratory Care Program is dropping Kettering Seminar and moving to OneVision. The fee for OneVision is \$500 and if approved, will be deducted from the student's first term.

The electronic voting to request approval to change the Respiratory Care Program's fee to \$500, effective January 1, 2025, was conducted October 30, 2024. Seven members submitted votes. The results are as follows:

- Approved – 7
- Opposed – 0
- Members That Did Not Vote – 2

#### **FY25 PROGRAM SPECIFIC FEE REQUEST - ELECTRONIC VOTING RESULTS**

The electronic voting to request approval to increase the Practical Nursing Program's ATI Complete Engage Series fee from \$616.67 to \$672.67 per term for three terms, was conducted November 6, 2024. If approved the recovery will be applied to the following classes effective January 1, 2025:

- PNSG 1605 (Fundamentals): \$672.67
- PNSG 1620 (Medical Surgical Nursing 3): \$672.67
- PNSG 1610 (Medical Surgical Nursing 1): \$672.67

Eight members submitted votes. The results are as follows:

- Approved – 8
- Opposed – 0
- Members That Did Not Vote – 1

#### **OPEN DISCUSSION**

None

#### **UPCOMING EVENTS**

The next CPTC Local Board of Directors' meeting is scheduled for January 16, 2025, at 12:00 p.m. on the Golden Isles Instructional Site.

The next CPTC graduation ceremony is scheduled for Thursday, January 30, 2025, 7:00 p.m. at the Wayne County High School.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 11:30 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