



**Local Board of Directors Meeting
May 16, 2024**

Board Members Present

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

Staff Members Present

Eva Byrd, Project Manager
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
Amanda Morris Foreman, 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

Kristina Foreman

Staff Members Absent

Chad Boyett, Executive Director of Facilities
Katrena Felder, Executive Director of Adult Education
Natasha King, Executive Assistant to the President

Guests

None

CALL TO ORDER

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, May 16, at 12:05 p.m. in room 1123 on the Hazlehurst Instructional Site. Lee Lewis, CPTC Local Board Chair, called the meeting to order.

APPROVAL OF AGENDA

Upon a motion to approve by Jason Rubenbauer, 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 Artie Jones Jr., a second by Ralph Staffins, III, minutes of the March 21, 2024, CPTC Local Board of Directors' meeting were unanimously approved.

2024-2025 CPTC BOARD OF DIRECTORS' MEETING SCHEDULE – Proposal to Approve

Lonnie Roberts presented and requested approval of the 2024-2025 Coastal Pines Technical College Board of Directors' meeting schedule.

Upon a motion to approve by Artie Jones, Jr., a second by Jason Rubenbauer, the CPTC Local Board of Directors unanimously approved the 2024-2025 CPTC meeting schedule.

NEW PROGRAM REQUESTS – Amanda Morris

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

- Cosmetology for Licensure, TCC
- NCCER Intermediate Electrical Systems Technician, TCC
- Nurse Aide Fast Track, TCC
- Computer Help Desk Career Launch, TCC

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

PROGRAM SPECIFIC FEE TERMINATION REQUEST – Lanie Jonas

Lanie Jonas made a recommendation to terminate the following cost recovery program fee, effective Fall 2024 Semester:

- Respiratory Technology Care - Georgia Composite Board Work Permit - \$150
 - Students are now required to apply and pay online themselves.

Upon a motion to approve by Artie Jones, Jr., a second by Jason Rubenbauer, the CPTC Local Board of Directors unanimously approved terminating the Respiratory Technology Care Program's Georgia Composite Board Work Permit cost recovery program fee.

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

Office of Academic Affairs – Amanda Morris

The following revised CPTC procedure has been reviewed and approved by the Cabinet and College Council:

- CPTC Procedure: Faculty Workload.

For 2023, the current NCLLEX rates for the Associate of Science Nursing (ASN) program are:

- 94% pass rate for first time and repeater test takers.
- 81% pass rate for first time test takers.

The College's completion rate for 2023 and 2024 in the Associate of Science Nursing (ASN) program is 97% with an employment rate of 100% in study.

Office of Administrative Services – Lanie Jonas

The following new CPTC procedure has been reviewed and approved by the Cabinet and College Council:

- CPTC Procedure: Report My Driving.

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 9th annual Sporting Clays Tournament was held May 4, 2024, at the Dorchester Shooting Preserve. A total of 22 teams participated.

The annual John P. Pike Memorial CPTC Scholarship Golf Tournament has been scheduled for October 18, 2024, at the Okefenokee Country Club.

Office of Economic Development – Dr. Pete Snell

The following revised CPTC procedure has been reviewed and approved by the Cabinet and College Council:

- CPTC Procedure: Freedom of Expression.

TCSG Economic Development has officially purchased Modern Campus – Destiny One as the new data system. CPTC is in the process of implanting the new system. Implementation will be time consuming will all of the initial setup and data entry, but Dr. Pete Snell hopes to go live by the end of May.

Office of Institutional Effectiveness – Vince Jackson

The USDA grant application for FY25 was completed, submitted, and accepted February 28. The grant proposal for this year involves purchasing an excavator for use in the new Basic Heavy Equipment Operator (BHE1) program in Baxley.

The College has received reimbursement for the new CDL truck from the USDA in the amount of \$134,215.

Office of Police & Security – Ethan Johnson

CPTC Lieutenant Barrett has successfully completed the Glock Armorer Training and can now work on the Campus Police Department's pistols when they break down.

After meeting with Alertus and the CPTC Information Technology Division, the new panic buttons are now being programmed and will be phased in at the intended key areas on each site.

Office of Special Projects – Eva Byrd

CPTC will be hosting the Summer Internship this Summer on the Waycross campus June 3-27, 2024. This internship provides an opportunity for students to gain a college credit and get some work experience for their resumes. The College has 15 students confirmed to participate, with another 17 who applied/inquired. Students confirmed include:

- Ware County 10
- Pierce County 2
- Brantley County 2
- Southside Christian 1

The College will hold a grand opening and open house event of the new Precision Machining and Manufacturing Building on the Camden Instruction Site June 11 at 10:00 a.m.

Office of Student Affairs – Karla Nordone

The following revised CPTC procedure has been reviewed and approved by the Cabinet and College Council:

- CPTC Procedure: Assessment.

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

Office of the President – Lonnie Roberts

President Roberts gave a brief update on the College's registered apprenticeship programs. Data shared included apprenticeship partners, academic pathways represented, apprenticeship employment agreements as well as apprenticeship placements.

OPEN DISCUSSION

None

UPCOMING EVENTS

The next CPTC graduation ceremony is scheduled for Thursday, June 13, 2024, 7:00 p.m. at the Ware County Middle School.

The next CPTC Local Board of Directors' meeting is scheduled for June 20, 2024, at 12:00 p.m. on the Waycross Campus.

ADJOURNMENT

There being no further business, the meeting adjourned at 1:30 p.m.



Coastal Pines Technical College
President



Coastal Pines Technical College
CPTC Local Board Chair or Vice Chair