



**Local Board of Directors Meeting  
December 11, 2025**

**Board Members Present**

Ted Buford  
Dialo Cartwright  
Lee Lewis, Chair  
Kristina Foreman  
Artie Jones, Jr.  
Jason Rubenbauer

**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  
Bradley Barrett, Campus Police Chief  
Lanie Jonas, Vice President for Administrative Services  
Natasha King, Executive Assistant to the President  
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**

Kurt Davis, Vice Chair  
Ralph Staffins, III  
Summer Stipe

**Staff Members Absent**

None

**Guests**

None

**CALL TO ORDER**

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, December 11, 2025, at 11:06 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 Dialo Cartwright, a second by Jason Rubenbauer, 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 Ted Buford, minutes of the November 20, 2025, CPTC Local Board of Directors' meeting were unanimously approved.*

**NEW PROGRAM REQUESTS – Amanda Morris Foreman**

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

- Basic Natural Nail Techniques, TCC (10 Credit Hours – Institutionally developed program)
  - The Basic Natural Nail Techniques Certificate Program is designed to provide students with foundational knowledge and practical skills in professional nail care. This program focuses on natural nail services, emphasizing health, safety, and proper sanitation practices. Students will learn essential techniques for manicures and pedicures, nail shaping, cuticle care, and the application of basic nail finishes. This program will only be for dual enrollment students, which gives them another option after they complete the Salon and Spa Support Specialist, TCC.
  
- SM11 Social Media Marketing, TCC (18 Credit Hours)
  - The Marketing Program's advisory committee has suggested that the Social Media Marketing, TCC would be a valuable addition to the Marketing program.
  
- Introduction to Wildlife Enforcement, TCC (21 Credit Hours – Institutionally developed program)
  - The Introduction to Wildlife Enforcement, TCC program will equip students with a foundation in both law enforcement and natural resource protection. Sarah Rowin, Criminal Justice Instructor collaborated with Cliff Lewis, Forestry Tech. Instructor, to pull together this TCC which joins courses from Criminal Justice and Forestry to prepare a student for an entry-level position with the Department of Natural Resources. Recently, the position requirements for Game Warden were changed and an associate degree is no longer required.

If approved, all new programs will be effective Fall 2026

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

#### **PROGRAM TERMINATION REQUEST – Amanda Morris Foreman**

Amanda Morris Foreman made a recommendation to terminate the following program:

- Neuromuscular Massage Therapy Diploma (NT12)

Neuromuscular Massage Therapy has been changed from a Diploma to a Technical Certificate of Credit (TCC) program. If approved, the termination will be effective Fall 2026.

*Upon a motion to approve by Artie Jones Jr., a second by Kristina Foreman, the CPTC Local Board of Directors unanimously approved terminating the Neuromuscular Massage Therapy Diploma (NT12) program.*

#### **UPCOMING EVENTS**

The next CPTC Local Board of Directors' meeting is scheduled for January 15, 2026, at 12:00 p.m. on the Golden Isles Instructional Site.

The next CPTC graduation ceremony is scheduled for Thursday, January 29, 2026, 7:00 p.m. at the Wayne County High School.

**OPEN DISCUSSION**

None

**ADJOURNMENT**

There being no further business, the meeting adjourned at 11:23 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