



**Local Board of Directors Meeting  
February 20, 2025**

**Board Members Present**

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

**Staff Members Present**

Bradley Barrett, Interim Campus Police Chief  
Chad Boyett, Executive Director of Facilities  
Eva Byrd, Project Manager  
Amanda M. Foreman, Executive VP and VP for Academic Affairs  
Vince Jackson, Vice President of Institutional Effectiveness  
Natasha King, Executive Assistant to the President  
Lonnie Roberts, President  
Dr. Pete Snell, Vice President for Economic Development

**Board Members Absent**

Kristina Foreman

**Staff Members Absent**

Katrena Felder, Executive Director of Adult Education  
Derrell Harris, Executive Director of Information Technology  
Lanie Jonas, Vice President for Administrative Services  
Carley McDonald, Vice President for Student Affairs  
Stephanie Roberts, Executive Director of College Advancement

**Guests**

Lauralee Beauregard, Marketing Coordinator  
Austin Johnson, Executive Director of Student Affairs

**CALL TO ORDER**

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, February 20, 2025, at 12:10 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 as revised.*

**ACTION ITEMS**

**APPROVAL OF MINUTES**

*Upon a motion to approve by Jason Rubenbauer, a second by Ted Bufford, minutes of the December 12, 2024, CPTC Local Board of Directors' meeting were unanimously approved.*

**CPTC USDA GRANT PROPOSAL – Vince Jackson**

Coastal Pines Technical College (CPTC) will be submitting one USDA grant:

- \$125,174.71 to enhance the College's construction-related training programs through the establishment of portable training facilities and equipment acquisition.

The construction industry in CPTC's service region demonstrates strong growth and employment opportunities, with 583 current positions and an annual growth rate of 1.2% projected for the coming year. Specialty Trade Contractors, Construction of Buildings, and Heavy and Civil Engineering Construction sectors show strength, with average annual wages ranging from \$46,450 to \$60,755.

To meet this regional workforce demand, Coastal Pines Technical College proposes to enhance its construction-related programs including:

- NCCER Intermediate Electrical Systems Technician
- NCCER Plumber's Assistant
- NCCER Basic Electrical Systems Technician
- NCCER Carpentry Fundamentals
- Certified Construction Worker
- Basic Heavy Equipment Operator

Equipment and facilities to be purchased with the grant funds will include:

- Three (3) portable buildings for hands-on skills training
- Two (2) specialized training systems
- Associated supplies and materials for practical instruction

These additions will provide essential hands-on training opportunities for students across multiple construction disciplines, directly addressing the needs of 219 construction workforce employers and supporting continued industry growth in the College's service area. The investment will strengthen CPTC's ability to provide skilled workers for the 583 current job openings in the region's construction sector.

*Upon a motion to approve by Artie Jones Jr., a second by Jason Rubenbauer, the CPTC Local Board of Directors unanimously approved submitting the USDA grant for the portable training facilities and equipment.*

#### **FY26 PROGRAM SPECIFIC FEE REQUEST – Amanda Morris Foreman**

TCSG approval is not required for the program specific fee request listed below.

Coastal Pines Technical College is requesting approval of the following cost recovery fee increase, which will be effective Summer Semester:

- Construction Program
  - Laby Supply fee increase to \$45
    - The fee will be applied to the COFC 1020: Professional Tool Use & Safety course.

*Upon a motion to approve by Ralph Staffins, III, a second by Ted Bufford, the CPTC Local Board of Directors unanimously approved the program specific fee increase listed above.*

#### **CPTC 2025-2026 ACADEMIC CALENDAR – Austin Johnson**

Austin Johnson presented on behalf of Carley McDonald.

Board members received a draft copy of the 2025-2026 CPTC Academic Calendar. A request to approve was made by Austin Johnson.

*Upon a motion to approve by Artie Jones Jr., a second by Ralph Staffins, III, the CPTC Local Board of Directors unanimously approved the 2025-2026 CPTC Academic Calendar.*

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

**Office of Academic Affairs – Amanda Morris Foreman**

Selections have been made for the Spring 2025 ASN Cohort. The pool of 120 applicants rendered 58 qualified applicants and of those 58, the College was able to fill all 40 seats for the Spring 2025 cohort.

The Cosmetology Program began new cohorts this semester on both the Jesup and Alma Instructional Sites.

Five apprenticeship students have received a credential from the Department of Labor.

**Office of College Advancement – Lauralee Beauregard**

Lauralee Beauregard presented on behalf of Stephanie Roberts.

Thus far, the CPTC Foundation has awarded \$40,818 in scholarships for Spring semester. The scholarship application for Summer semester will open March 10 and close April 27.

The CPTC Foundation has also received the following donations:

- Georgia Dept. of Natural Resources \$25,000
- Satilla REMC (Lineman Scholarship) \$10,000
- Satilla REMC (General Scholarship) \$10,000
- Golden Isles Association of Realtors \$1,000

**Office of Economic Development – Dr. Pete Snell**

The Economic Development Division purchased four new servers to replace the testing servers that were out of support.

New equipment has been purchased to improve audio in the conference center located in the Polytech building on the Jesup Instructional Site.

**Office of Institutional Effectiveness – Vince Jackson**

The College has received the report for the Fifth-Year Interim review. CPTC will be required to submit a referral report to address five items on or before September 5. Dr. Deibert is working with Vince Jackson on the College's response to the five items. CPTC's Quality Enhancement Plan (QEP) was acceptable with no issues.

**Office of Police & Security – Bradley Barrett**

All local agencies were notified February 3 of the Clery crime information that the College needs for the 2024 annual year.

Bardley Barrett, Interim Campus Police Chief, continues to work with the College's state certification assistant from the Cobb County Police Department to review policies and gather required proof for policy requirements. The mock assessment is still ongoing. Currently, the College has 111 out of 120 standards in compliance.

**Office of Student Affairs – Austin Johnson**

Austin Johnson presented on behalf of Carley McDonald.

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

Due to the recent snowstorm and the unexpected closure of all locations for five consecutive days, the 60% point of the semester for students has been changed to March 20.

TCSG Commissioner Dozier's testing waiver that has been in place (or been extended) since 2020, will expire after the 2025 Summer semester. New students applying for the College's upcoming Fall semester will have to meet the placement requirements (if applicable) for their respective program of study.

**Office of the President – Lonnie Roberts**

President Roberts gave a brief update on the College's enrollment. Data shared included a breakdown of enrollment by credit, adult education, customized training, and continuing education. Enrollment by county as well as top programs was included.

**OPEN DISCUSSION**

**March 20, 2025, CPTC Local Board Meeting – Proposal to Reschedule**

President Roberts requested approval to reschedule the March 20, 2025, CPTC Local Board of Directors' meeting to March 27, 2025.

*Following a brief discussion, the CPTC Local Board of Directors unanimously approved moving the March 20, 2025, meeting to March 27, 2025. The time and location of the meeting will remain the same.*

**UPCOMING EVENTS**

The CPTC Foundation's Donor Appreciation Dinner is scheduled for March 6, 2025, at the Under the Chandelier Venue in Jesup, Georgia. The event will begin at 6:00 p.m.

The next CPTC Local Board of Directors' meeting is scheduled for March 27, 2025, at 12:00 p.m. on the Baxley Instructional Site.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 1:29 p.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