



**Local Board of Directors Meeting
October 15, 2020**

Board Members Present

Lee Lewis, Chair
Dialo Cartwright
Kurt Davis
Lee Gowen
Dewayne Johns
Artie Jones, Jr.
Jason Rubenbauer

Staff Members Present

Chad Boyett, Executive Director of Facilities
Dr. Glenn Deibert, President
Eva Byrd, Project Manager
Karla Eubanks, Vice President for Student Affairs
Vince Jackson, Vice President for Institutional Effectiveness
Melissa Lamb, Vice President for Administrative Services
Amanda Morris, Vice President for Academic Affairs
Lonnie Roberts, Provost
Stephanie Roberts, Director of Institutional Advancement
Dr. Pete Snell, Vice President for Economic Development

Board Members Absent

Toni Nelson, Vice Chair
Joel Varnedoe

Staff Members Absent

Katrena Felder, Executive Director of Adult Education
Derrell Harris, Executive Director of Information Technology
Natasha King, Executive Assistant to the President

Guests

James Coughlin, Executive Director, Camden Co. Joint Development Authority
Sheila McNeill, Senator-elect
Gwen Mungin
Thomas Wesley, Dean for Academic Affairs

CALL TO ORDER

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, October 15, 2020, at 12:00 p.m. in room 1128 on the Camden Instructional Site. Lee Lewis, CPTC Local Board Chair, called the meeting to order.

APPROVAL OF AGENDA

Upon a motion to approve by Dewayne Johns, a second by Artie Jones, Jr., the CPTC Local Board of Directors unanimously approved the agenda.

CAMDEN COUNTY WORKFORCE DEVELOPMENT AUTHORITY – James Coughlin & Sheila McNeil

James Coughlin, Executive Director of the Camden County Joint Development Authority gave an update on the variety of industries in Camden County and how the College's existing programs help to strengthen those industries.

ACTION ITEM

Approval of Minutes

Upon a motion to approve by Jason Rubenbauer, a second by Artie Jones, Jr., minutes of the August 20, 2020, CPTC Local Board of Directors' meeting were unanimously approved.

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

Office of Academic Affairs – Amanda Morris

The following CPTC procedures have been reviewed and approved by the Cabinet and College Council:

- CPTC Procedure: Instructional Live Work Projects
- CPTC Procedure: Hepatitis B Immunization

CPTC is now participating in the eCampus Pilot Project with TCSG. The first technical certificate of credit to be offered will be Amazon Web Services (AWS) Cloud Solutions Specialist. Wiregrass Technical College has made the decision to delay the start of the Full Stack Developer Certificate until January 2021.

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 Economic Development – Dr. Pete Snell

The Career Ready Certificate has completed its first training session with two students who are currently pursuing entry-level employment in manufacturing or hospitality. The next training session is scheduled to begin October 5 with nine confirmed registrations.

A Georgia Registered Nurse re-entry training program through the College's Economic Development Division will begin soon. A shortage of nurses was a concern at the beginning of the COVID-19 pandemic and per the recommendation of the TCSG Commissioner, TCSG pursued offering this as an online self-study training followed by a clinical. Initially, the College will only offer this to RN nurses, however, there is a possibility that it will be available to LPN nurses in the future.

Office of Institutional Advancement – Stephanie Roberts

The CPTC Foundation has received the following donations since August 10, 2020:

- | | |
|---|------------|
| • TCSG Foundation Last Mile Fund | \$4,092 |
| • Albert & Esther Thomson Endowment & Scholarship | \$100,000 |
| • Dr. C. Paul Scott Scholarship | \$150 |
| • CPTC Internal Campaign 2020 (Aug. & Sept.) | \$2,010.04 |
| • Golf Tournament | \$1,900 |
| • Alma Lions Club For Adult Education (Bacon Co.) | \$640 |

The CPTC Foundation has awarded over \$47,000 in scholarships for the Fall semester. In addition, the Foundation has approved up to \$35,453 to save 47 students on the purge list for Fall semester.

Office of Institutional Effectiveness – Vince Jackson

The scissors lift for the Baxley Instructional Site that was removed from the project was added back in due to another grant not being awarded. The original amount of the grant was \$93,365. With the scissors lift added back in, the total amount of the grant is now \$128,000.

Office of Student Affairs – Karla Eubanks

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

As of October 1, registration for Fall Semester was 3,597. Enrollment for Fall Semester 2019 was 4,498. CPTC shows a decrease of 901 (-20.03%) in total enrollment. Dual Enrollment shows a decrease of 866 (-32.13%). Traditional enrollment fell by 35 (-1.94%).

Office of the Provost – Lonnie Roberts

The Marketing Division has finalized and approved the digital assets for Spring Semester and closed out all digital assets for Fall Semester.

Office of the President – Dr. Glenn Deibert

The Captain of Naval Submarine Base Kings Bay is in the process of scheduling a tour of the new Camden Instructional Site. The College anticipates that discussions will be centered on current workforce development needs for maintaining and keeping the current Ohio class submarines operational as well as the future workforce needs of the new Columbia class submarines that have different maintenance and modernization needs.

Lonnie Roberts and Dr. Glenn Deibert have been working with Cogdell Mendrala Architects to develop a pre-design for the Regional College and Career Academy. The architect has provided three floor plan designs for consideration and this information has been relayed to the Appling County School System as a starting point for discussion with our partners.

During the summer months, a Community Needs Assessment was conducted in the five participating counties. This workforce development information is listed by priority and was used to develop the focus of the program offerings for the pre-design.

#	Survey Results for Program Areas	Program Areas Selected for the new facility	Program Areas that can be offered in existing buildings
1	Industrial Systems Technology	✓	
2	Construction Technology	✓	
3	Commercial Truck Driving		Not age appropriate
4	Welding & Joining Technology		Too expensive
5	Electrical Construction & Maint.	✓	
6	Nursing - ASN		Core only
7	Nurse Aide		✓
8	Business Technology		✓
9	Automotive Technology		✓
10	Accounting		✓
11	Radiologic Technology		
12	Timber Harvesting		✓
13	Drafting		✓

14	Education		✓
15	Marketing Management		✓
16	Agribusiness		TBD
17	Automated Manufacturing	✓	
X	Drone Technology	✓	
X	Computer Programming	✓	

From this program information, the College is currently recommending the specific diplomas and technical certificates listed in the chart below.

Program List for Regional College & Career Academy (New Construction)		
<u>Major Program Area</u>	<u>Diploma</u>	<u>Technical Certificate</u>
Industrial Systems Technology	Industrial Systems	Industrial Mechatronics
		Industrial Maintenance Assistant
		Mechatronics Specialist
Construction Technology	Construction Management	Certified Construction Worker
		Industrial Construction I
		Construction Mngt Apprentice
Plumbing	---	NCCER Plumbers Assistant
Masonry	---	NCCER Basic Masonry
Electrical Construction	Electrical Systems Tech.	Basic Electrical Technician
		Electrical Contracting Technician
		Electrical Motor Controls and PLC Technician
		Residential Wiring Technician
Drone Technology	---	Unmanned Aerial Systems Tech
Computer Programming	Computer Programming	Android Mobile Programming
		C++ Programmer
		Java Programmer
		Visual Basic Programmer

Possible Program List for Existing Facility Space		
<u>Major Program Area</u>	<u>Diploma</u>	<u>Technical Certificate</u>
Automotive	Automotive Fundamentals	Auto Maint. and Light Repair Tech
		Automotive Engine Repair Tech
		Automotive Light Duty Diesel Engine Technician
Nursing	---	Nurse Aide
Business Technology	Business Technology	Administrative Support Assistant
		Microsoft Excel Application Prof.
		Microsoft Office Application Prof.
		Microsoft Word Application Prof.
Forestry	---	Basic Timber Harvesting
		Timber Harvesting Operations

There are three grants the Technical College System of Georgia is currently focusing on at this time:

1. eCampus (\$10.4M) - already awarded by the Governor's Office
2. Strengthening Community Colleges Grant (\$5M ceiling) – competitive grant, consortium of colleges working together on this grant submission, including CPTC.
3. IREPO Grant (\$1M to \$3M) - competitive grant, consortium of colleges working together on this grant submission, including CPTC.

UPCOMING EVENTS

The next CPTC Local Board of Directors' meeting is scheduled for November 19, 2020, at 12:00 p.m. on the Waycross Campus.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:15 p.m. A tour of the Camden Instructional Site followed.



Coastal Pines Technical College
President



Coastal Pines Technical College
CPTC Local Board Chair or Vice Chair