



**Local Board of Directors Meeting
August 19, 2021**

Board Members Present

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

Staff Members Present

Lonnie Roberts, President
Chad Boyett, Executive Director of Facilities
Eva Byrd, Project Manager
Katrena Felder, Executive Director of Adult Education
Vince Jackson, Vice President for Institutional Effectiveness
Natasha King, Executive Assistant to the President
Melissa Lamb, Vice President for Administrative Services
Karla Nordone, Vice President for Student Affairs
Stephanie Roberts, Executive Director of College Advancement
Dr. Pete Snell, Vice President for Economic Development

Board Members Absent

Dialo Cartwright
Dewayne Johns
Joel Varnedoe

Staff Members Absent

Derrell Harris, Executive Director of Information Technology
Amanda Morris, Executive VP and VP for Academic Affairs

Guests

Chad Swanson, Dean for Academic Affairs – Secondary Initiatives

CALL TO ORDER

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, August 19, 2021, at 12:02 p.m. in rooms 432 and 433 of the Jesup 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 Gwen Mungin, a second by Artie Jones, Jr., minutes of the July 15, 2021, CPTC Local Board of Directors' meeting were unanimously approved.

DUAL ENROLLMENT PRESENTATION – Chad Swanson

Chad Swanson, Dean for Academic Affairs, Secondary Initiatives, gave a brief update and shared some key talking points on the College's dual enrollment programs.

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

Office of Academic Affairs – Chad Swanson

Chad Swanson presented on behalf of Amanda Morris.

State testing for the Spring semester nurse aide students was held July 12-15. The College's pass rates are as follows:

- Waycross 90%
- Brunswick 100%
- Pierce Co. High School 100%

Eight of the College's ten AEMT (Paramedicine/EMT) graduates have taken and passed the licensure exam. The College's pass rate was 88% for the first attempt and 100% on the second attempt. The national pass rate is 62% for the first attempt and 71% for the second attempt.

New student orientation for the Fall Practical Nursing cohorts was held August 10. The College had 187 applicants apply for entrance into the Fall 2021 cohort programs. Of those 187 applications, 78 students will begin the Alma, Baxley, Golden Isles and Waycross evening cohorts.

Office of Administrative Services – Melissa Lamb

The FY2022 state and federal budget information has been received from the Technical College System of Georgia (TCSG). CPTC's FY2022 budgeted funds totals \$31,849,375. Melissa Lamb shared a breakdown of the College's FY2022 budgeted funds.

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 Adult Education – Katrena Felder

GALIS Report #AE095, WIOA Table 4, displays the WIOA local totals of the number of students enrolled, total attendance hours, MSG, separated, remaining, and percentages by entering educational functioning level for all POPs (Periods of Participation) for FY22 in Adult Education (AE):

- Total Enrolled Students Educational Functioning Level ABE Levels 1-5 students: **143**
- Total Enrolled Students Educational Functioning ESL Levels 1-5: **11**
- Total Number of Students Enrolled for both ABE & ESL: **154**
- Total Hours of Attendance both ABE & ESL students: **1,648.75**
- Total Percentage of ABE students who achieved a MSG: 2 = **15.38%**
- Total Percentage of ESL students who achieved a MSG: 0 = **0%**
- Total GED's earned for current fiscal year: **8**

The College received the official grant award notification letter for the fiscal year 2022, which runs from July 1, 2021, to June 30, 2022. CPTC's Adult Education Program will receive a total of \$1,182,420.

The Federal Adult Education & Family Literacy Act and state matching grant funds are for the following activities:

- Adult Basic & Secondary Education
- Corrections Education
- English Language Acquisition Services
- Integrated English Literacy & Civics Education

Office of College Advancement – Stephanie Roberts

The CPTC Foundation recently received decisions on the following grants:

- Exchange Club of Waycross \$500
- Georgia Pacific \$5,000
- TCSG FDN – Last Mile Fund \$13,138.35

The Terry Thomas and CPTC Foundation sponsored the College's Free Application Week July 24-30, 2021. The College received 138 new applications and 119 re-admit applications.

Office of Economic Development – Dr. Pete Snell

Most, if not all of the technical colleges have partnerships with online training partners to offer a wide variety of training that, otherwise, would not be available. Revenue share is typically around 70-90% to the partner and 10-30% to the technical college.

Dr. Pete Snell has proposed to TCSG the development of a virtual/online college for economic development which would offer a limited number of synchronous and asynchronous online courses that would be available through all 22 of the technical colleges. Many of the programs may be easily developed and delivered using BlackBoard.

TCSG would fund the development and instruction and the technical college would be invoiced 20% of each student registration to help offset costs. The technical college would retain 80% of the revenue. All of the revenue stays in TCSG and each college earns more money.

Office of Institutional Effectiveness – Vince Jackson

A new adjunct horticulture instructor has been hired and adjustments will be made to the FY2022 Perkins budget to accommodate the position. The College has begun the process of purchasing Perkins equipment for FY2022.

The College has begun the purchasing process for the automatic transmission semi-tractor truck that will be located on the Waycross Campus.

Office of Special Projects – Eva Byrd

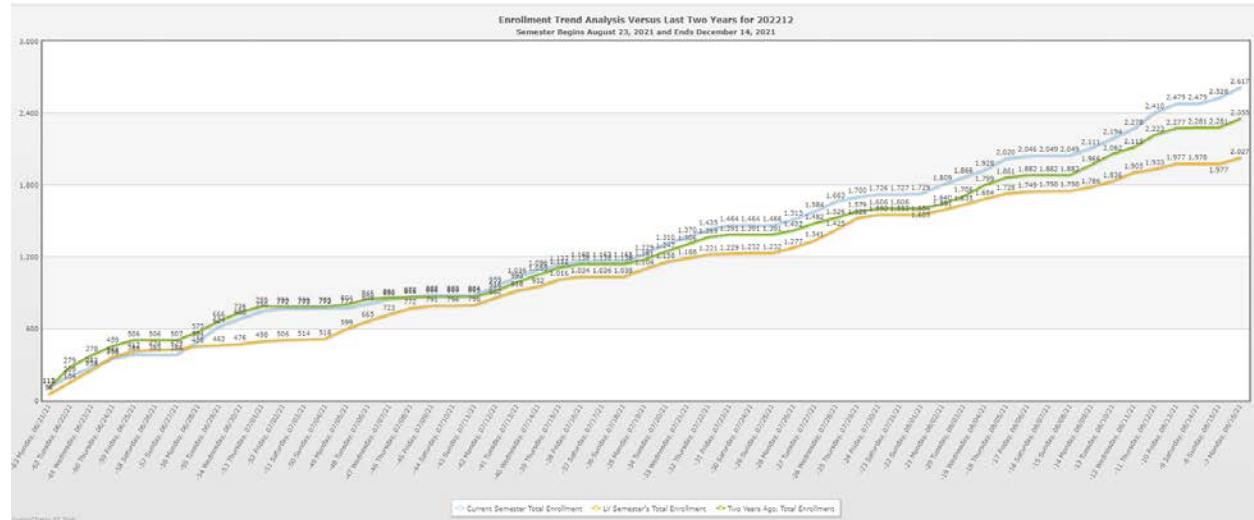
The College's internal 2022 Stingray Leadership Academy (SLA) program is scheduled to launch September 17. A total of 16 employees applied for the program. All of the applicants were from the Academic Affairs and Student Affairs Divisions. The Selection Committee has met and selected ten participants for the first cohort.

Office of Student Affairs – Karla Eubanks

As of August 11, CPTC’s pre-registration for Fall semester is 2,275. As a frame of reference, enrollment for Fall Semester 2020 was 3,604 with 1,853 dual enrollment students and 1,751 traditional students. The College still has a lot of returning and dual enrollment students to register.

All cohorts for Fall semester have been selected and the students have been notified and registration is ongoing. The Spring cohort application reviews for the Associate of Science Nursing and Practical Nursing programs will start this month and extend into late September.

Office of the President – Lonnie Roberts



As of Monday afternoon, August 16, 2021 – Fall Semester

Current Enrollment	2,617	Current Enrollment	2,617
One-year ago	2,027	Two-years ago	2,355
	590		262

Work on the Hazlehurst Instructional site is nearing completion. Phase 1 of the Baxley renovations should be ready for bid next month with an October due date. Phase 2 should be ready for bid next Spring.

TCSG notified CPTC that it may proceed with the design of the new facility that will be located on the Camden Instructional Site for the Machine Tool program. CPTC will be meeting later this afternoon (August 19) with the architect to begin.

TCSG is a partner in a new National Science Foundation (NSF) Artificial Intelligence Research Institute that is focusing on transforming online education. NSF is investing \$20 million in Georgia on a collaborative effort designed to leverage artificial intelligence (AI) to transform learning in STEM fields. Led by the Georgia Research Alliance, the effort unites experts in computer science, AI, cognitive science, learning science, and education. TCSG Colleges participating are CPTC, Chattahoochee Tech, Columbus Tech, Lanier Tech, and Oconee Fall Line Tech. Industries and other high education institutions participating are Arizona State University, Boeing, Drexel University, Georgia Tech, Georgia State

University, Harvard University, IBM, IMS Global, University of North Carolina at Greensboro, and Wiley.

The regional Southern Pines College & Career Academy will be located on CPTC's Baxley Instructional Site. The project is currently in the design phase. CPTC estimates that construction should start around March or April of next year.

Another project is for the design and construction of a Business and Technology Center on the Golden Isles Instructional Site to accommodate programmatic needs identified to support local industry in the Golden Isles area. TCSG has provided a new cost estimate for this 93,765 sq. ft. project.

Planning & Design	\$ 2,921,501	(2,535,540)
Construction	32,463,979	(28,174,930)
<u>FF&E</u>	<u>5,846,022</u>	<u>(5,071,082)</u>
TOTAL	\$ 41,231,502	(35,781,552)

COVID-19 – Fall Semester

- Business as usual as much as possible.
- Masks will be strongly encouraged on campus.
- Faculty should socially distance students in classes and labs where possible
- Continue to report positive test results and exposures to Dr. Faye Mathis.
- This entire situation continues to evolve and change. The College will continue to monitor guidelines and respond as the situation warrants.

UPCOMING EVENTS

The next CPTC Local Board of Directors' meeting is scheduled for September 16, 2021, at 12:00 p.m. on the Golden Isles Instructional Site.

The 7th annual sporting clays tournament is scheduled for September 25, 2021, at Dorchester Shooting Preserve.

The annual John P. Pike Memorial CPTC Scholarship Golf Tournament has been scheduled for October 22, 2021, at the Okefenokee Country Club.

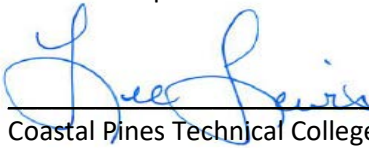
The annual TCDA/TCFA Fall Leadership Conference is scheduled for October 24-27, 2021, at the Hyatt Regency in Savannah, Georgia.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:31 p.m.



Coastal Pines Technical College
President



Coastal Pines Technical College
CPTC Local Board Chair or Vice Chair