



**Local Board of Directors Meeting
February 15, 2024**

Board Members Present

Dialo Cartwright
Kristina Foreman
Dewayne Johns
Kurt Davis, Vice Chair
Artie Jones, Jr.
Jason Rubenbauer
Ralph Staffins, III
Summer Stipe

Staff Members Present

Vince Jackson, Vice President of Institutional Effectiveness
Ethan Johnson, Campus Police Chief
Lanie Jonas, Vice President for Administrative Services
Natasha King, Executive Assistant to the President
Karla Nordone, Vice President for Student Affairs
Lonnie Roberts, President
Stephanie Roberts, Executive Director of College Advancement

Board Members Absent

Lee Lewis, Chair
Ted Buford

Staff Members Absent

Chad Boyett, Executive Director of Facilities
Eva Byrd, Project Manager
Katrena Felder, Executive Director of Adult Education
Derrell Harris, Executive Director of Information Technology
Amanda Morris, Executive VP and VP for Academic Affairs
Dr. Pete Snell, Vice President for Economic Development

Guests

None

CALL TO ORDER

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, February 15, at 10:01 a.m. in room 1108 on the Jesup Instructional Site. Kurt Davis, CPTC Local Board Vice Chair, called the meeting to order.

APPROVAL OF AGENDA

Upon a motion to approve by Ralph Staffins, III, a second by Dialo Cartwright, 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 January 18, 2024, CPTC Local Board of Directors' meeting were unanimously approved.

CPTC USDA GRANT PROPOSAL – Vince Jackson

Coastal Pines Technical College will be submitting one USDA grant:

- Cat 307.5 Mini Hydraulic Excavator - Basic Heavy Equipment Operator Program (Baxley)
 - \$118,770.00

Currently, nine positions are posted for Heavy Equipment Operators within the Coastal Pines Technical College service delivery area. Of the nine posted positions, six of those state that the company is seeking multiple candidates. The Southern Pines College and Career Academy and its supporting high school partners have expressed interest in this program to meet the demand of the area. The U.S. Bureau of Labor Statistics published that the median pay for Construction Equipment Operators is \$49,290 and expects the number of positions available in 2021 to be 466,900. The job outlook is for position openings to increase by 5% annually through 2031. Training on an actual piece of heavy equipment will provide real hands-on training on the safe operation and maintenance of the equipment. This will be of great value to the businesses in the communities that the College serves.

Upon a motion to approve by Jason Rubenbauer, a second by Artie Jones Jr., CPTC Local Board of Directors unanimously approved submitting the USDA grant for the Cat 307.5 Mini Hydraulic Excavator.

FY25 PROGRAM SPECIFIC FEE REQUESTS – Lanie Jonas

TCSG approval is not required for any of the program specific fee requests listed below.

Coastal Pines Technical College is requesting approval of the following new cost recovery program fees, which will be effective Fall 2024 Semester:

- Lab Supply Fee - \$50
 - This fee will be applied to the following:
 - Medical Assisting Program Course: MAST 1090
 - Neuromuscular Massage Therapy Program Course: NEUT 1050
 - Paramedicine Program Course: EMSP 1510
 - Phlebotomy Program Course: PHLT 1030
- Kettering Review Fee - \$219
 - This fee will be applied to the following:
 - Radiologic Technology Program Course: RADT 2260

Upon a motion to approve by Dewayne Johns, a second by Ralph Staffins, III, the CPTC Local Board of Directors unanimously approved the new cost recovery program fees listed above.

Coastal Pines Technical College is requesting approval to terminate the following program fees, effective Fall 2024 Semester:

- Medical Assisting Program
 - Edmentum Fee - \$49.26
- Neuromuscular Massage Therapy Program
 - Edmentum Fee - \$55.55
- Respiratory Technology Program
 - Edmentum Fee - \$55.55
- Surgical Technology Program, AAS
 - Edmentum Fee - \$36.66
- Surgical Technology Program, Diploma
 - Program Fee - \$45

Upon a motion to approve by Dewayne Johns, a second by Ralph Staffins, III, the CPTC Local Board of Directors unanimously approved terminating the program fees listed above.

Coastal Pines Technical College is requesting approval of the following cost recovery fee increases, which will be effective Fall 2024 Semester:

- Radiologic Technology and Surgical Technology Programs
 - Dosimeter fee increase from \$40 to \$45.
 - Charged to the following courses: RADT 1320, RADT 1330, RADT 2340, RADT 2360, SURG 2120, SURG 2140
- Radiologic Technology Program
 - ARRT (previously called AART) application fee increase from \$200 to \$225.
 - Charged to course RADT 2260
- ASN Program
 - HESI Exam fee increase from \$51 to \$100.
 - Charged to the following courses: RNSG 2021, RNSG 2022, RNSG 2029, RNSG 2031, RNSG 2032

Upon a motion to approve by Dewayne Johns, a second by Ralph Staffins, III, the CPTC Local Board of Directors unanimously approved the cost recovery program fee increases listed above.

CPTC 2024-2025 ACADEMIC CALENDAR – Karla Nordone

Board members received a draft copy of the revised 2024-2025 CPTC Academic Calendar. A request to approve the revised 2024-2025 Academic Calendar was made by Karla Nordone.

Upon a motion to approve by Ralph Staffins, III, a second by Jason Rubenbauer, the CPTC Local Board of Directors unanimously approved the revised 2024-2025 CPTC Academic Calendar.

CPTC BOARD BY-LAWS – Lonnie Roberts

A recommendation was made by Lonnie Roberts to approve the revised CPTC Board-By Laws.

Upon a motion to approve by Jason Rubenbauer, a second by Dewayne Johns, the CPTC Local Board of Directors unanimously approved the revised CPTC Board By-Laws.

REGISTERED APPRENTICESHIP PROGRAM DATA – 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 CPTC Foundation's Donor Appreciation Dinner is scheduled for February 29, 2024, at the Train Depot in Waycross, Georgia. The event will begin at 6:00 p.m.

Local Board of Directors' Meeting Minutes

February 15, 2024

Page 4 of 4

The next CPTC Local Board of Directors' meeting is scheduled for March 21, 2024, at 12:00 p.m. on the Baxley Instructional Site.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:44 a.m.



Coastal Pines Technical College
President



Coastal Pines Technical College
CPTC Local Board Chair or Vice Chair