



**Local Board of Directors Meeting
April 17, 2025**

Board Members Present

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

Staff Members Present

Bradley Barrett, Campus Police Chief
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
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

Lee Lewis, Chair

Staff Members Absent

Chad Boyett, Executive Director of Facilities

Guests

None

CALL TO ORDER

The Coastal Pines Technical College (CPTC) Local Board of Directors met Thursday, April 17, 2025, at 12:05 p.m. in room 1458 on the Waycross Campus. Kurt Davis, CPTC Local Board Vice Chair, called the meeting to order.

APPROVAL OF AGENDA

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

ACTION ITEMS

APPROVAL OF MINUTES

Upon a motion to approve by Ralph Staffins, III, a second by Ted Buford, minutes of the March 27, 2025, CPTC Local Board of Directors' meeting were unanimously approved.

PROGRAM TERMINATION REQUESTS – Amanda Morris Foreman

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

- Railroad Systems Management Technology RSM3, AAS Degree
- Locomotive Car Repair Systems Technology LRS2, Diploma
- Locomotive Electrical and Mechanical Technology LEA2, Diploma

- Drafting Technology DT13, AAS Degree
- Drafting Technology DT12, Diploma

These programs have very low to no enrollment. A teach-out plan is in place for the programs that currently have students enrolled in them.

Upon a motion to approve by Ted Buford, a second by Artie Jones Jr., the CPTC Local Board of Directors unanimously approved the termination of the programs listed above.

NEW PROGRAM REQUESTS – Amanda Morris Foreman

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

- Emergency Medical Technician ED91, TCC (Effective Fall Semester)
- Advanced Emergency Medical Technician EMH1, TCC (Effective Fall Semester)

The curriculum for the current programs has been updated. Due to these course changes, approval from the Cabinet, College Council and Local Board is required.

Upon a motion to approve by Ralph Staffins, III, a second by Summer Stipe, the CPTC Local Board of Directors unanimously approved the new programs listed above.

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

Office of Academic Affairs – Amanda Morris Foreman

The following revised CPTC procedure has been reviewed and approved by the Cabinet and College Council:

- CPTC Procedure: Faculty Qualifications and Verification of Credentials

The following new CPTC procedure has been reviewed and approved by the Cabinet and College Council:

- CPTC Procedure: Behavioral Intervention Team

The last of the Jesup and Waycross 2024 Practical Nursing graduates have taken and passed the NCKEX test on their first attempt. The College once again has a 100% pass rate for the Practical Nursing program.

The CPTC Forestry Program received a \$2,000 Rayonier Community Grant to purchase much needed supplies for forestry students to use in the field.

CPTC's Welding and Joining Technology Program hosted the Area VI FFA Welding competition held March 27 on the Waycross Campus. CPTC's welding instructors assisted with judging the competition. The event was a huge success.

Office of Adult Education – Katrena Felder

FY2025 Adult Education Program Totals (July 1, 2024 – June 30, 2025)

This report provides the WIOA local totals of the number of students enrolled, total attendance hours, measurable skill gains (MSG), separated, remaining, and percentages by entering educational functioning level for all POPs (Periods of Participation) in the Georgia Adult Education Learner Information System (GALIS) for FY25 in Adult Education (AE):

- Total Enrolled Students Educational Functioning Level ABE Levels 1-5 students: 531
- Total Enrolled Students Educational Functioning ESL Levels 1-6: 106
- Total Number of Students Enrolled for both ABE & ESL: 637
- Total Number of Students Served for both ABE & ESL: Data Not Available
- Total Hours of Attendance both ABE & ESL students: 29,493.50
- Total Percentage of ABE students who achieved an MSG: = 44.26%
- Total Percentage of ESOL students who achieved an MSG: = 24.53%
- Total Number of I.E.T. Workplace Literacy Certificates Achieved: 11
- Total HSE's (GED Diploma or HSET Diploma) earned: 106

As of April 8, 2025, CPTC's FY25 Measurable Skill Gains (MSG) % is 40.75%.

*Note: The number of completed I.E.T.'s are reduced when a student who participated in the I.E.T. training earns an HSE diploma during the current fiscal year.

Office of Administrative Services – Lanie Jonas

Board members received a handout of the College's budget report showing the actual year-to-date revenue and expenditures for the College.

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

- CPTC Procedure: Asset Management
- CPTC Procedure: Faithful Service Award

Office of College Advancement – Stephanie Roberts

The Southern Pines College and Career Academy has qualified to receive PEACH Education Tax Credit; this allows taxpayers to support students in Georgia's K-12 public school system by donating on their annual income tax filing to support the Diesel Engine Service Technician Program. The CPTC Foundation will accept the funds for SPCCA and administer them on their behalf.

The CPTC Foundation will kick off the 2025-2026 internal campaign August 4 during the College's annual employee staff development day.

Office of Economic Development – Dr. Pete Snell

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

- CPTC Procedure: Non-Credit Instruction
- CPTC Procedure: Proctored Testing Service
- CPTC Procedure: use of Alcohol on Campus
- CPTC Procedure: Use of Campus Facilities

Career Ready classes for high school seniors are in progress in Bacon, Glynn, and McIntosh Counties and are scheduled to conclude the end of April.

Office of Information Technology – Derrell Harris

Bypass switches are now required for all larger UPSs. The IT Division worked with Facilities to install

bypass switches for large UPSs in the Waycross main server room, Waycross AH server room, Jesup server room, and Camden server room.

A bypass switch has not been installed on the Golden Isles Instructional Site as the President has approved the purchase of a small generator to replace the large UPS in the server room. The total cost of ownership (TCO) of the generator is less than the TCO of continuing usage of the large UPS due to recurring costs of replacing batteries.

The IT Division has been implementing a replacement access control system that allows tracking of anyone who enters a server room (as required by TCSG/GTA policy). The new access control system also allows IT to unlock a door remotely when needed.

Office of Institutional Effectiveness – Vince Jackson

The FY 2026 Perkins Budget allocations have not been released yet and as such, no deadline for submission has been set. The FY 2025 final budget amendment is due to TCSG June 2.

The College has not received any feedback concerning the FY26 USDA Rural Business Development Grant submission or the USDA Distance Learning and Telemedicine Grant submission.

Office of Police & Security – Bradley Barrett

Major Danny Hampton, Waycross Police Department, conducted the College's on-site assessment March 27 – 28. Major Hampton reviewed files, policies, physical location and assets during the 2-day assessment. He concluded that the College was 100% in compliance and forwarded his assessment findings to the state/joint review committee.

The CPTC Police Department will provide a Field Training Officer course April 14-18. A total of 16 law enforcement officers have signed up for the course. These officers come from eight different agencies both in and outside of the College's service delivery area.

Office of Special Projects – Eva Byrd

CPTC will be hosting the Summer Internship this Summer on the Waycross campus June 2-26, 2025, Monday – Thursday, 8:00 a.m. – 12:00 p.m. This internship is a 4-week, 16-hours per week, paid internship for rising 11th and 12th grade students (must be 16 years-old). The program is designed to provide an opportunity for students to gain college credit and get some work experience for their resumes.

Office of Student Affairs – Carley McDonald

The following revised CPTC procedure has been reviewed and approved by the Cabinet and College Council:

- CPTC Procedure: Satisfactory Academic Progress

As of April 1, the College has 815 students pre-registered for Summer semester. Total enrollment for Summer semester 2024 was 1,446.

Students who applied and submitted an admissions application for the Summer or Fall semesters during the month of March had the \$25 application fee waived. CPTC had 162 new students complete the College's online application and utilize the MARCH2025 fee waiver code.

Office of the President – Lonnie Roberts

TCSG Annual Report

	Albany	CPTC	Columbus	GA Piedmont	North Georgia
Tech Ed	4,062	5,823	4,736	4,425	3,586
Dual Enrollment	821	3,182	688	1,181	938
Adult Ed	804	1,096	881	3,345	853
Contract Training	103	2,855	1,431	1,101	3,743
Continuing Ed	509	3,118	4,746	1,566	2,214
Companies Trained	29	104	125	33	56
Total Served*	5,478	12,892	11,794	10,437	10,396

* Total Served = Tech Ed + Adult Ed + Contract Training + Continuing Ed

CPTC's rank out of 22 Colleges:

Technical Education	11th
Dual Enrollment	2nd
Adult Education	14th
Contract Training	9th
Continuing Education	6th
Companies Trained	9th
Total Served	13th

FY 2026 Budget

- \$49.2M increase in funding for technical education
 - a. \$33.4M increase in funding to reflect a 10.6% increase in enrollment
 - b. \$15.8M increase in funding for aviation, commercial truck driving, and nursing
- \$13.4M in equipment refresh funds
- \$2.8M for furniture, equipment, fixtures for CPTC's new Health Science Building

The following is a list of 2025 education related House and Senate Bills:

- House Bill 38
 - Amends needs-based financial aid eligibility requirements, reducing the program completion eligibility threshold for two-year students; eligible two-year students would complete at least 45% of a program of study, compared to the current minimum of 80%. HB 38 received final passage on 3/28 and is now available for the Governor to sign.
- House Bill 192
 - Enacts the "Top State for Talent Act," which references Office of Workforce Development's High-demand Career List (which came out of 2024's HB 982) for GDOE's career education course of study for 6th-12th grade students. It also furthers the articulation agreements between TCSG and USG. This is Governor Kemp's Education priority for the 2025 session. It received final passage on March 28 and is now available for the Governor to sign.
- House Bill 217
 - TCSG Agency legislation to extend the Dual Achievement Program. DAP is targeted at students from the ages of 16-21 who have dropped out of high school - giving them a

pathway to obtain their high school diploma through TCSG. It was started in 2021 as a pilot program in 5 of our colleges – Albany Tech, Atlanta Tech, Athens Tech, Chattahoochee Tech, and Central Georgia Tech. HB 217 was modified several times throughout the process. It originally started as removing the pilot and making it a permanent program. While in committee, it was amended to extend the pilot program for an additional 5 years without making any other changes. Then, at another time in committee, it was modified to look more like the Completion Schools program (similar in nature) – with the most notable change being that in order to be enrolled in DAP, the student (if ages 16-17) must administratively re-enroll in their former school for graduation rate accountability purposes. HB 217 received final passage on April 4 and is now available for the Governor to sign.

- House Bill 419
 - Would authorize colleges to place opioid antagonists (ex: NARCAN) in a visible place to help combat potential narcotic overdoses. Colleges would not be required to have these on site unless the local community funds the cost. The measure passed out of the House Committee on March 6, but did not receive a floor vote. Since this is the first year of a two-year term, this bill will be eligible for consideration in 2026.
- Senate Bill 120
 - It would prohibit public schools, local education agencies, and public postsecondary institutions from promoting, supporting, or maintaining any diversity, equity, and inclusion (DEI) programs. The measure passed out of the Senate Committee, but did not receive a floor vote as SB 120. The operative language was then inserted into HB 127, which passed the Senate on April 2 with a vote of 33-21. The House would have been required to agree to those changes with a floor vote, but it did not take action. Since this is the first year of a two-year term, this bill will be eligible for consideration in 2026.
- Senate Bill 180
 - It would amend the High Demand Apprenticeship Program to allow for an Apprenticeship Sponsor (ex: Training provider) to apply for the grant currently in GA law reserved for Apprenticeship Employer Sponsor. The measure received final passage on March 28 and is now available for the Governor to sign.
- Senate Bill 193
 - Would establish an additional program aimed at students who did not complete High School graduation – with the eligible participants being between the ages of 21-40. The TCSG Board would be the body that would approve or deny organizations seeking to offer this program. The measure received final passage on April 4 and is now available for the Governor to sign.

Board members received an update on the College's new Health Science Building that will be built on the Jesup Instructional Site.

OPEN DISCUSSION

None

UPCOMING EVENTS

The 10th annual Sporting Clays Tournament is scheduled for April 26, 2025, at the Dorchester Shooting Preserve.

The next CPTC Local Board of Directors' meeting is scheduled for May 15, 2025, at 12:00 p.m. on the Hazlehurst Instructional Site.

ADJOURNMENT

There being no further business, the meeting adjourned at 1:24 p.m.



Coastal Pines Technical College
President



Coastal Pines Technical College
CPTC Local Board Chair or Vice Chair