

# Central Georgia Technical College

## Local Board of Directors Meeting

### AGENDA

Wednesday, February 10, 2021

Milledgeville Campus – H Building Quads & WebEx

10:30 a.m. – 12:00 p.m.

#### Call to Order

Mr. Mike Couch

#### Invocation and Pledge of Allegiance

#### Approval of Minutes

Mr. Mike Couch

#### Division Reports

- Academic Affairs Dr. Amy Holloway
- Administrative Services Dr. Michelle Siniard
- Adult Education Ms. Brenda Brown
- Economic Development Ms. Andrea Griner
- Executive Vice President
  - Enrollment/Marketing/PR Dr. Janet Kelly
  - Facilities/Satellite Operations Mr. Jeff Scruggs
  - VECTR Center Col. (Ret.) Patricia Ross
- Institutional Advancement Ms. Tonya McClure
- Institutional Effectiveness Ms. Deborah Burks
- Student Affairs Dr. Craig Jackson

#### President's Report

Dr. Ivan Allen

#### Old Business

Mr. Mike Couch

#### New Business

Mr. Mike Couch

#### Adjourn

**Central Georgia Technical College Board of Directors  
Local Board Meeting**

Wednesday, November 4, 2020

10:30 a.m. – 12:00 p.m.

I Building Quads – Macon Campus

***In Attendance***

Allen, Ivan

Brown, Brenda

Burks, Deborah (electronic)

Couch, Mike

Foster, Bruce

Griner, Andrea

Holloway, Amy (electronic)

Jackson, Craig

Jennings, Manse

Kelly, Janet

Lucas, Brittany

McClure, Tonya

O'Neal, Kathy

Quinn, Bonnie

Redding-Andrews, Karla

Ross, Trish

Scruggs, Jeff

Siniard, Michelle

Steadman, Cambri

Steele, Danielle

White, Sonya

Williams, Avis

Wilson, Eric

**I. Call to Order**

*Mr. Mike Couch called the meeting to order at 10:30 a.m.*

**II. Approval of Minutes**

*The October meeting minutes were approved.*

**III. Division Reports**

*All division reports were presented as information items only. Dr. Brittany Lucas gave a presentation on Re-Entry Services.*

**IV. President's Report**

*Dr. Allen provided an update on the College and shared information regarding the A-133 audit and the College's recent FAA certification.*

**V. Meeting Adjourned**

*The Board of Directors meeting was adjourned at 12:01 p.m.*



## Academic Affairs Update

### CGTC Board of Directors Meeting

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**Report Date:** February 1, 2021

**Meeting Date:** February 10, 2021

**Prepared By:** Dr. Amy Holloway, Vice President for Academic Affairs

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#### ***Agribusiness***

CGTC enrolled 8 students spring semester in its new Sustainable Small Farm and Agriculture Technician TCC, 7 of whom are veterans. This program is being offered as part of the Ag Vets to Success project to offer hands-in training in production, management, and marketing of small-scale food production in collaboration with AG Vets, Inc. (Comfort Farms) and Fort Valley State University.

#### ***Engineering Technology***

The first dual enrollment HCCA student was placed into a paid internship with Gilmer Packaging for spring semester. Upon successful completion of the internship in May, this student will complete the Engineering Essentials TCC piloted this academic year. Plans are underway to offer this program to Bibb County students through Hutchings College and Career Academy next school year. Course credits from this program can be applied toward CGTC's AAS degree in Engineering Technology.

Engineering Technology program chair Joe Rossi has also been working on an AAS-BS articulation agreement with Georgia Southern.

#### ***Nursing***

On January 13, CGTC Nursing faculty and students provided assistance in administering over 600 COVID-19 vaccines to the public at Taylor Regional Hospital in Hawkinsville. The RN students began their spring semester just four days prior to assisting with registration and screening, administering the vaccine, and monitoring citizens of Pulaski and surrounding counties after the vaccine. Additionally, CGTC healthcare faculty and eligible students are available to assist healthcare partners with future vaccination administration as needed.

**Central Georgia Technical College**  
**FY 2019 YTD Analysis**  
**as of January 31, 2021**

		<b>Annual Budget</b>	<b>Current Year Revenue</b>	<b>Receivables</b>	<b>Current Year Expenditures</b>	<b>Net Amount</b>
01932	State Appropriation	21,138,380	12,330,718		11,926,277	404,441
01938	Adult Ed State Funds	913,500	532,870		545,947	(13,077)
18000	CMVOST - CDL Grant	105,115	29,799		29,799	0
19100	RSI - Student Success	792,315	355,623	59,188	414,811	0
2416W	Apprenticeship-AAI	94,329				0
2421A	Federal Work Study Funds	298,372	87,810	9,980	97,790	0
24999	OSHA Susan Harwood Grant	173,005	68,298	5,065	73,363	0
2620A	Adult Ed Federal Funds	106,556	106,556		106,556	0
2621A	Adult Ed Federal Funds	1,341,000	631,535		719,546	(88,011)
26436	CARES Strengthening Inst.	342,472	342,472		342,472	0
26991	VBOC Grant	410,331	180,259	26,088	206,347	0
28128	DOE-Enhancing Capacity Plan	449,800	21,456	21,886	43,342	0
30142	SNAP	149,335	66,676	8,184	74,860	0
3230B	FY21 Carl Perkins	1,580,829	714,181	149,214	863,395	0
33421	Ag Vets/NIFA - USDA Grant	118,366	27,446	6,327	33,773	0
35315	CCampus Grant	173,856	48,026	18,047	66,073	0
3550A	FY21 WIOA Adult	499,757	164,679	10,398	175,077	0
3550D	FY10 WIOA Dislocated Worker	446,332	210,106		131,074	79,032
3550Y	FY21 WIOA Youth	384,366	70,894	37,827	108,721	0
36201	ECLC Quality Rated Grant		24,633			24,633
55002	Live Work - Cosmetology	19,000	664		7,744	(7,080)
55004	Live Work - Auto Tech	18,000	2,352		1,945	407
55011	Live Work - Child Dev Ctr	250,000	188,030		208,192	(20,162)
55024	Live Work - Dental Hygiene	42,000	16,399		24,086	(7,687)
55029	Live Work - Diesel Mechanic	1,000	1,364		1,352	12
60001	Tuition	15,649,134	9,540,101	1,494,991	12,205,047	(1,169,955)
60005	GED Testing	167,245	17,691		96,653	(78,962)
60015	Miscellaneous	1,000,000	333,737		148,650	185,087
60030	Testing Center	90,000	36,522		2,164	34,358
60133	Misc Income Registration Fees	910,000	537,359	40,468	144,827	433,000
60134	Misc Income Application Fees	70,000	575			575
60135	Student Technology Fee	1,575,000	947,655	26,421	419,170	554,906
60136	Misc Student Fees	1,000,000	965,742	46,558	174,846	837,454
61001	Continuing Education	250,000	64,779		172,627	(107,848)
61003	Business & Industry General	865,000	266,727		280,203	(13,476)
61125	DAU	260,580	129,440			129,440
61127	CLCP	16,000	7,816		9,258	(1,442)
61143	FAA	40,000	15,224		8,819	6,405
61158	CDL Testing	8,500	7,270		699	6,571
61161	American Heart CTC	40,000	11,451		5,501	5,950
61272	GDC Occupational Skills	1,373,158	683,131		767,828	(84,697)
61295	EOC Head Start	60,000	30,875		39,990	(9,115)
61335	A/E Miscellaneous				320,590	(320,590)
61337	Jones County A/L	20,000	20,000			20,000
62007	Concession Sales	105,000	9,973		33,851	(23,878)
90112	FY20 GA Dept of Corrections	100,000				0
90360	Child & Adult Care Food Prog	35,000	13,761	18,426	43,130	(10,943)
90391	Bright from Start PreK Funds	260,824	177,514	12,365	204,876	(14,997)
94358	DJJ Grant	240,000	120,626			120,626
95348	FY2019 MRR Bond	1,230,482	36,553	1,164,693	1,201,246	0
95357	FY2020 MRR Bond	529,186	71,762	135,537	207,299	0
95358	FY2020 Equipment Refresh	645,727	995	24,865	25,860	0
95367	FY2021 MRR Bond	971,248				0
96221	FY21 DHS/DFCS Training Grant	108,738	54,526		54,526	0
<b>Grand Total</b>		<b>57,468,838</b>	<b>30,324,651</b>	<b>3,316,527</b>	<b>32,770,202</b>	<b>870,977</b>

Net to Date	870,977
Prior Year Carry-over	3,684,024
<i>Net Income, including Prior Yr Carry-over</i>	<u>4,555,001</u>

Central Georgia Technical College  
YTD Analysis - FY2021 vs. FY 2020  
January

		FY2020			FY2021			FY21 vs. FY20
		Revenue	Expenditures	Net	Revenue	Expenditures	Net	Net Difference
01932	State Appropriation	14,379,862	13,294,894	1,084,968	12,330,718	11,926,277	404,441	(680,527)
01938	Adult Ed State Funds	584,979	596,383	(11,404)	532,870	545,947	(13,077)	(1,673)
02000	Equipment Refresh Funds			0			0	0
18000	CMVOST - CDL Grant	72,257	72,257	0	29,799	29,799	0	0
19014	Trade Adj. Asst. CC Grant			0			0	0
19100	RSI - Student Success	655,300	655,300	0	414,811	414,811	0	0
2421A	Federal Work Study Funds	157,384	157,384	0	97,790	97,790	0	0
24999	OSHA Susan Harwood Grant	90,664	90,664	0	73,363	73,363	0	0
2621A	Adult Ed Federal Funds	745,918	816,039	(70,121)	738,091	826,102	(88,011)	(17,890)
26436	CARES Strengthening Inst.			0	342,742	342,742	0	0
26991	VBOC Grant	167,940	167,940	0	206,347	206,347	0	0
28128	DOE-Enhancing Capacity Plan	-	-	0	43,342	43,342	0	0
30142	SNAP	80,606	80,606	0	74,860	74,860	0	0
3230B	Carl Perkins	900,942	900,942	0	863,395	863,395	0	0
33421	Ag Vets/NIFA - USDA Grant			0	33,773	33,773	0	0
35315	CCampus Grant	56,676	56,676	0	66,073	66,073	0	0
3550A	FY21 WIOA Adult	203,964	203,964	0	175,077	175,077	0	0
3550D	WIOA Dislocated Worker	90,621	90,621	0	210,106	131,074	79,032	79,032
3549V	WIOA Vet	87,744	87,744	0			0	0
3550Y	WIOA Youth	144,696	144,696	0	108,721	108,721	0	0
36201	ECLC Quality Rated Grant	35,685	35,685	0	24,633		24,633	24,633
38190	GA Gear Up	917	917	0			0	0
48001	Lumina Foundation Grant	-	-	0			0	0
55002	Live Work - Cosmotology	8,552	8,753	(201)	664	7,744	(7,080)	(6,879)
55004	Live Work - Auto Tech	9,401	3,739	5,662	2,352	1,945	407	(5,255)
55011	Live Work - Child Dev Ctr	190,175	248,650	(58,475)	188,030	208,192	(20,162)	38,313
55024	Live Work - Dental Hygiene	18,825	25,268	(6,443)	16,399	24,086	(7,687)	(1,244)
55029	Live Work - Diesel Mechanic	-	36	(36)	1,364	1,352	12	48
60001	Tuition	13,253,603	11,649,472	1,604,131	11,035,092	12,205,047	(1,169,955)	(2,774,086)
60005	GED Testing	44,821	96,115	(51,294)	17,691	96,653	(78,962)	(27,668)
60015	Miscellaneous	560,307	307,123	253,184	333,737	148,650	185,087	(68,097)
60030	Testing Center	41,422	11,030	30,392	36,522	2,164	34,358	3,966
60133	Misc Income Registration Fees	685,051	146,028	539,023	577,827	144,827	433,000	(106,023)
60134	Misc Income Application Fees	40,255		40,255	575		575	(39,680)
60135	Student Technology Fee	1,197,051	673,281	523,770	974,076	419,170	554,906	31,136
60136	Misc Student Fees	1,079,957	133,734	946,223	1,012,300	174,846	837,454	(108,769)
61001	Continuing Education	81,829	206,438	(124,609)	64,779	172,627	(107,848)	16,761
61003	Business & Industry General	665,057	499,678	165,379	266,727	280,203	(13,476)	(178,855)
61125	DAU	115,915	783	115,132	129,440		129,440	14,308
61127	CLCP	10,135	10,135	0	7,816	9,258	(1,442)	(1,442)
61143	FAA	13,966	11,014	2,952	15,224	8,819	6,405	3,453
61158	CDL Testing	7,160	-	7,160	7,270	699	6,571	(589)
61161	American Heart CTC	20,296	12,172	8,124	11,451	5,501	5,950	(2,174)
61272	GDC Occupational Skills	966,392	811,040	155,352	683,131	767,828	(84,697)	(240,049)
61295	EOC Head Start	36,021	40,546	(4,525)	30,875	39,990	(9,115)	(4,590)
61335	A/E Miscellaneous	-	342,722	(342,722)		320,590	(320,590)	22,132
61337	Jones County A/L	20,000	-	20,000	20,000		20,000	0
62007	Concession Sales	37,281	57,331	(20,050)	9,973	33,851	(23,878)	(3,828)
90112	Ga Dept of Corrections Testing	15,900	15,900	0			0	0
90360	Child & Adult Care Food Prog	38,052	38,052	0	32,187	43,130	(10,943)	(10,943)
90370	Two Gen Innovation Grant	5,075	5,075	0			0	0
90391	Bright from Start PreK Funds	212,306	212,306	0	189,879	204,876	(14,997)	(14,997)
94358	DJJ Grant	73,775	22,293	51,482	120,626		120,626	69,144
95348	FY2019 MRR Bond	142,754	142,754	0	1,201,246	1,201,246	0	0
95357	FY2020 Equipment Refresh	344,479	344,479	0	207,299	207,299	0	0
95358	FY2020 MRR Bond			0	25,860	25,860	0	0
96220	DHS/DFCS Training Grant	106,888	106,888	0	54,526	54,526	0	0
<b>Grand Total</b>		<b>38,498,856</b>	<b>33,635,547</b>	<b>4,863,309</b>	<b>33,641,449</b>	<b>32,770,472</b>	<b>870,977</b>	<b>(3,992,332)</b>

Net to Date	4,863,309	870,977	
Prior Year Carry-over	1,095,781	3,684,024	
Net Income, including PY Carry-over	<u>5,959,090</u>	<u>4,555,001</u>	<u>(1,404,089)</u>

## Adult Education Update

### CGTC Board of Directors Meeting

**Report Date:** February 1, 2021

**Meeting Date:** February 10, 2021

**Prepared By:** Ms. Brenda Brown, Vice President for Adult Education

**National Reporting System (NRS) Statistics (WIOA Local)** - *Students acquiring 12 or more attendance hours (NRS Statistics are unduplicated)*

	Total PoPs	Total Attendance Hours	Total Number of PoPs with MSGs	Percentage Completing Level	GED® Graduates
FY20	1,411	103,867	603	43%	349
FY21	888	52,781	248	28%	160

*\*Total number of Periods of Participation*

**WIOA Local – Gains and Attendance by EFL** – *WIOA local totals of the number of students enrolled, total attendance hours, MSG and percentages by entering educational functioning level for all POPs.*

Entering Educational Functioning Level	Total number of Periods of Participation	Total Attendance Hours for all participants*	Total number of Periods of Participation with Measurable Skill Gains	Percentage of Periods of Participation with measurable Skill Gains
ABE1 Beginning Literacy	57	3,105	14	25%
ABE2 Beginning Basic Education	362	20,542	81	22%
ABE3 Intermediate Low	279	13,613	60	22%
ABE4 Intermediate High	57	2,882	18	32%
ASE1 Low	2	64	1	50%
ASE2 High	2	141	1	50%
ESL1 Beginning Literacy	19	1,330	9	47%
ESL2 Low Beginning	28	3,207	19	68%
ESL3 High Beginning	17	1,798	9	53%
ESL4 Intermediate Low	30	2,685	18	60%
ESL5 Intermediate High	25	2,511	14	56%
ESL6 Advanced	10	905	4	40%
<b>TOTAL</b>	<b>888</b>	<b>52,781</b>	<b>248</b>	<b>28%</b>

**\*Due to current TCSG distance education (DE) policy, only hours using approved DE curriculum are being entered into the Georgia Adult Learners Information System (GALIS). The other hours are being kept locally for documentation.**

**Workforce Training** – The following programs are offered to all students and students apply to participate in the training based upon their personal career goals.

- Accelerating Opportunities Program

- 15 students enrolled
- Career Plus HSE
  - 28 students enrolled
- Integrated Education & Training (IET)
  - Bibb County
    - Warehouse & Distribution Fundamentals- 9 Students
- Youth Success Academy
  - 263 Approved Out of School Youth Students
  - 23 Work Experience Participants
  - 18 Enrolled in CGTC credit class
  - 7 GED® credentials earned
  - 3 Enrolled in Career Plus HSE

## AED Updates:

- January 6                      First Day of Adult Education Class
- January 7                      AO and CPH Spring Semester Begins
- January 11–                      Warehouse & Distribution Fundamentals IET  
January 28                      (Integrated Education & Training) Bibb County- 6 Participants
- February 10                      Facilitating Career Development 6-Week Online Course Begins  
Youth Success Academy Team
- February 19                      Winter Job Fair 10:00 AM – 2:00 PM Macon Building K  
Co-Sponsors: Sheridan Construction, Stafford Construction, Troppy Pantry,  
Middle Georgia Food Bank, WellCare
- March 2                          Centerville Rotary Club and CGTC Annual Volunteer Luncheon,  
Larry Walker Arena, Warner Robins, GA
- March 4                          AO and CPH Spring Semester Session 2 Begins
- Adult Education Blackboard Training and migration continues

## Economic Development Update

### CGTC Board of Directors Meeting

**Report Date:** February 1, 2021

**Meeting Date:** February 10, 2021

**Prepared By:** Ms. Andrea Griner, Vice President for Economic Development

#### Customized Business and Industry Training:

Business or Organization	Training Delivered	Number Trained	Length of Course	Training Dates
DAU	Various Courses – Web Delivered	N/A	Varies	12/1-1/30
GDC	Various OJTs at 63 sites	954	Varies	12/1-12/31
Macon Transition Center	Forklift Training	10	8 hours	12/5
	Forklift Training	9	8 hours	12/12
	Forklift Training	9	8 hours	12/19
	Forklift Training	10	8 hours	1/9
	Forklift Training	9	8 hours	1/23
Graphic Packaging – Perry	Forklift Training	3	8 hours	12/9
WR-ALC	Production Environment Readiness	15	40 hours	12/10-12/16
	General Maintenance Procedures	6	24 hours	12/17-12/21
	Production Environment Readiness	9	40 hours	1/7-1/13
	Production Environment Readiness (Abbreviated Class)	16	24 hours	1/22-1/26
	Depot Work Methods and Standards	13	80 hours	1/25-2/5
Kumho Tire Georgia	Leadership Development Series	10	8 hours	1/19
	Leadership Development Series	10	8 hours	1/21
Pittman Waller Roofing	MSHA New Miner	6	24 hours	1/25-1/27
Lineage Logistics	OSHA 10	2	10 hours	1/27-1/28
Allied Universal	First Aid CPR AED	2	8 hours	1/28
U.S. Army	FAA A&P Preparation Course	2	56 hours	1/30-2/5
Pratt & Whitney	FAA A&P Preparation Course	1	56 hours	1/30-2/5

#### Continuing Education Courses Delivered:

Training Delivered	Number Trained	Length of Course	Training Dates
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Driver's Education	7	36 hours	12/5-12/21
Driver Training (Drive Only)	6	6 hours	12/1-12/21
Free Professional Development Classes	18	Varies	12/1-1/8
Forklift Training	4	8 hours	12/9
Ed2Go Career Training & Certification	3	Varies	Varies
Professional Testing	14	Varies	1/1-1/28
Driver Training (Drive Only)	4	36 hours	1/1-1/30
Driver's Education	12	36 hours	1/4-1/30
Ed2Go Personal & Professional Development	9	24 hours	1/13-3/15
Forklift Training	1	8 hours	1/19
First Aid/CPR/AED	1	8 hours	1/28
FAA A&P Preparation Course	1	56 hours	1/30-2/5

#### **DHS/DFCS Training Grant:**

<b>Training Delivered</b>	<b>Number Trained</b>	<b>Length of Course</b>	<b>Training Dates</b>
FS 1000V	11	96 hours	12/28-1/13
FSGV 1020	11	96 hours	1/14-2/1
FS 1000V	42	96 hours	1/19-2/3

#### **Adult Education - IET (Truist):**

<b>Training Delivered</b>	<b>Number Trained</b>	<b>Length of Course</b>	<b>Training Dates</b>
First Aid/CPR/AED	5	8 hours	1/25
Forklift Training	6	8 hours	1/26
OSHA 10 for General Industry	5	10 hours	1/27-1/28

#### **U.S. DoL OSHA Susan Hardwood Grant:**

<b>Training Delivered</b>	<b>Number Trained</b>	<b>Length of Course</b>	<b>Training Dates</b>
Powered Industrial Trucks	3	7.5 hours	12/2
Powered Industrial Trucks	4 (1-Walmart; 1-Clean Control)	7.5 hours	12/8
Powered Industrial Trucks	4 (1-Home Depot; 1-Personnel Services)	7.5 hours	1/7
Powered Industrial Trucks	6	7.5 hours	1/14
Powered Industrial Trucks	6 (1-Clean Control; 1-Waffle House)	7.5 hours	1/21

#### **Defense Community Economic Development Grant (VECTR):**

<b>Training Delivered</b>	<b>Number Trained</b>	<b>Length of Course</b>	<b>Training Dates</b>
Administrative Support Seminar	3	8 hours	1/27-1/28

#### **Industry Outreach:**

- Cosmo Cabinets – Putnam
- Macon Transition Center – Bibb
- GIGA – Bibb
- Armstrong Ceilings - Bibb
- Gilbert Trucking – Bibb
- DeLong’s Gizzards – Jones
- Elliott Machine Shop – Bibb
- Kamin Solutions LLC – Bibb
- Graphic Packing – Houston
- Terma – Houston
- Macon Transit Authority – Bibb
- Navicent – Bibb
- YKK – Bibb
- Cascade Corporation – Houston
- Anchor Glass – Houston
- Bluestem - Putnam

#### **Community Outreach:**

- Perry Area Chamber of Commerce
- Houston County Family Connection
- OneMacon Steering Committee Meeting
- Truist Southern Georgia Region Community Development Council Meeting
- WorkSource Macon-Bibb Board Meeting
- Houston County Development Authority Board Meeting
- Middle Georgia Innovation Project Focus Group Meeting
- Houston County Career Academy Board of Directors
- Houston County Development Authority Business and Industry Group Meeting

#### **Facilities:**

- **Over 330 visitors utilized the facilities at the Macon** campus during the months of December and January including Middle Georgia RESA, Irving Consumer Products, The Links, Inc., Nichiha USA Inc., Georgia College and State University, and Region V Trauma Advisory Council.
- **Over 375 visitors utilized the facilities at the Warner Robins** campus during the months of December and January including Middle Georgia RESA, American Red Cross, Grove Church, Houston County Board of Election, Perry Area Chamber of Commerce, Central Georgia Arts/Athletics, Kingdom Priority Church, Warner Robins Toastmasters Club, and Houston County Extension Office.
- **Over 125 visitors utilized the facilities at the Milledgeville** campus during the months of December and January including American Red Cross, Baldwin County Board of Education, and STAG Vets, Inc.
- Blue Bird has an ongoing agreement to utilize space at the **Peach County Workforce Development Center**.

## Enrollment, Marketing, and Public Relations Update

**Report Date:** February 5, 2021

**Meeting Date:** February 10, 2021

**Prepared By:** Dr. Janet Kelly, Assistant Vice President for Enrollment, Marketing, and Public Relations

### Enrollment and Registration

- A comparison of net registrants for Spring 2020 and Spring 2021 is shown in the chart below as of February 5.
- The College is still enrolling students for Spring S2 students, DOC and HS DE students
  - S2 **2021** total enrollees = 484 students (as of February 5, 2021)
  - Compared to S2 **2019** total enrollees = 476
  - S2 Net Registration currently up by 1.6%

#### Net Registration Day to Day comparison as of February 5

NET	Credit Registrants	HS Registrants	DCOR Registrants	Unduplicated Total Headcount
<b>Spring 2020</b>	4863	2187	282	7332
<b>Spring 2021</b>	5136	1628	166	6930
Difference	273	-559	-116	-402

*Current difference of -5.48% for unduplicated headcount*

### Admissions and Recruitment

- Enrollment processing for Spring Semester Session 2 is ongoing; Classes begin March 4.
- Participating in recruitment activities, mostly virtual, with local high schools and civic organizations.

### Financial Aid

- Working to develop process for distribution of CARES 2 student funds
  - The College has a second round of \$2.5+ million to disburse to students for emergency relief funds
  - All student funds, less \$17,844, has been disbursed for CARES 1 funding
  - The College has submitted the HEERF/CARES annual report by the Feb. 1 deadline to the Department of Education.
  - The quarterly update report can be viewed online on the Colleges website; the most recent update is as of Jan. 10, 2021; the next update is due in April 2021.
- GSFC will conduct a virtual review/audit of the College in April 2021.

## High School Initiatives

- Working to finalize spring registration and enrollment.
- Meeting with all local school systems for planning for 21-22 school year.
- Recruiting virtually and implementing additional measures to ensure enrollment goals are met for the next school year.
- Current spring DE enrollment number is 1,628; expect to add more students as high schools continue to return to face-to-face learning.

## Marketing and Public Relations

- Working on sign updates and replacements at campuses and centers.
- Ongoing marketing for spring semester S2 and summer semester.
- Campus News available at [www.centralgatech.edu/campus-news](http://www.centralgatech.edu/campus-news)

### GEORGIA VECTR CENTER DISTRIBUTES FOOD TO MORE THAN 300 VETERANS

<https://www.centralgatech.edu/georgia-vecr-center-distributes-food-to-more-than-300-veterans>

### CGTC PHYSICAL THERAPIST ASSISTANT PROGRAM EARNS ACCREDITATION, PINS FIRST CLASS DECEMBER 3

<https://www.centralgatech.edu/cgtc-physical-therapist-assistant-program-earns-accreditation-pins-first-class-december-3>

### GSW AND CGTC SIGN AGREEMENT TO ALLOW NURSING STUDENTS TO EARN BACHELOR'S DEGREE

<https://www.centralgatech.edu/gsw-and-cgtc-sign-agreement-to-allow-nursing-students-to-earn-bachelors-degree>

### MGA AND CGTC SIGN RN TO BSN BRIDGE PROGRAM AGREEMENT, EASES TRANSITION FOR HIGH SCHOOL STUDENTS TO BEGIN NURSING STUDIES EARLY

<https://www.centralgatech.edu/mga-and-cgtc-sign-rn-to-bsn-bridge-program-agreement-eases-transition-for-high-school-students-to-begin-nursing-studies-early>

### CGTC NURSING STUDENTS VACCINATE OVER 600 AGAINST COVID-19 ALONGSIDE TAYLOR REGIONAL HOSPITAL PROFESSIONALS

<https://www.centralgatech.edu/cgtc-nursing-students-vaccinate-over-600-against-covid-19-alongside-taylor-regional-hospital-professionals>

### CARL VINSON VAMC COLLABORATES WITH GEORGIA VECTR CENTER TO DISTRIBUTE COVID-19 VACCINE

<https://www.centralgatech.edu/carl-vinson-vamc-collaborates-with-georgia-vecr-center-to-distribute-covid-19-vaccine>

## EXECUTIVE VICE PRESIDENT DIVISION

### CGTC BOARD OF DIRECTORS MEETING



## VECTR Update

**Report Date:** February 4, 2021

**Meeting Date:** February 10, 2021

**Prepared By:** Col. (Ret.) Patricia Ross, Chief Operating Officer

Statistics: 2 Aug 16 – 31 Jan 21:

- Provided 58,589 requested services to veterans, service members/families
- Career Coaching 3,276
- Community Resources 2,188
- Education-Financing 1,957
- Testing Center 3,834
- Entrepreneurship 3,992
- Department of Labor (DOL) 880
- Education-TCSG 2,596
- Education-USG 691
- United Way - Mission United 836
- WIOA 276
- Veterans Services (VSO) 36,522
- VA Health Enrollment 335
- Other 1206
- Hosted - Hosted 20,312 more for base training/events

### CGTC Classes:

Name	Number Trained	Length of Course (Weeks)	Training Dates
Welding	10	15	10/13-2/4
HVAC	14	15	10/13-2/4
Electrical Construction	9	15	10/13-2/4
Industrial Systems	9	15	10/13-2/4
Cisco Networking	9	15	1/7-5/3
CDL	15	5	1/4-2/5

### Workshops conducted:

Name	Organization	Number Trained	Training Dates
Lunch & Learn- Virtual Interviewing	Mercer University	10	1/26
Administrative Support Workshop	DECG	3	1/27-1/28

**VBOC:**

Events	Location	Number Trained	Training Dates
B2B	SBA Ready, Set, Go-Virtual	81	1/6-1/8
B2B	SFL- TAP- Virtual	16	1/12
B2B	Moody	5	1/13
B2B	SFL/TAP	15	1/13
B2B	Gordon	21	1/13
B2B	Fort Benning	17	1/13
B2B	Beaufort	21	1/14
B2B	Robins	23	1/14
B2B	Charleston	26	1/20
B2B	Stewart	9	1/26
B2B	Jackson	14	1/27

**Outreach:**

Events	Location	Number Trained	Training Dates
CSP- Virtual	Hunter	8	1/6
CSP- Virtual	Stewart	26	1/7
CSP- Virtual	Hunter	10	1/13
CSP- Virtual	Stewart	24	1/14
CSP- Virtual	Hunter	16	1/27
CSP- Virtual	Stewart	31	1/28

**Industry/Community Outreach:**

- Robins AFB pre-separation briefing
- Gateway Point interviews
- Veteran Readiness and Employment (vocational rehabilitation) monthly Webex added
- Houston County Development Authority, Business and Industry Group
- Marine Corps League annual meeting
- Ms. Courtney Driver from Senator Warnock's team

**News**

- Graduated Welding, HVAC, Electrical Construction, and Industrial Systems on 4 Feb, all students remaining in Middle Georgia have job offers
- \$15,000 donation from Flint Energies

**Upcoming**

- Mrs. Brown tour (Chief of Staff of the Air Force's spouse (8 Feb 2021)
- VITA veteran tax center through United Way (8 Feb 2021)
- VA site for COVID-19 immunizations (9 Feb 2021)

## Institutional Advancement Update

### CGTC Board of Directors Meeting

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**Report Date:** February 1, 2021

**Meeting Date:** February 10, 2021

**Prepared By:** Ms. Tonya McClure, Assistant Vice President for Advancement

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#### ***Events***

- Annual Golf Tournament
  - Tuesday, April 6 @ noon
  - Transferred majority of Casino sponsorships to tournament and/or student scholarship fund
  - Sponsors needed
- Annual Giving
  - External/direct mail campaign (March)
  - Internal campaign (June)
- Alumni Engagement
  - Virtual career event (March)
  - New digital communication
    - Social media
    - eNewsletter

#### ***Special Projects***

- Spring Semester Scholarships
  - Tuition: \$27,000
  - Textbook: \$16,500
- Board of Trustees
  - Board meeting
    - February 18 @ 12 pm (Macon campus/virtual)
  - Recruiting new members
- Large Gifts (last quarter of 2020)
  - Navicent Health Foundation – \$89,250
  - Capstone – \$7,200
  - Flint Energies – \$5,500
  - RD Buchan Trust – \$9,500
  - Private donors – \$14,000
- Operational
  - Roof/wall repairs ongoing at the Macon campus bookstore
  - Finalizing transfer of property to Foundation's new LLC

# 16<sup>TH</sup> ANNUAL GOLF TOURNAMENT FUNDRAISER

Hosted by the Central Georgia Technical College Foundation

**Tuesday, April 6, 2021 • Shotgun Scramble: 12:00 p.m.**

Houston Lake Country Club, Perry • Registration: 10:30 a.m. - 11:45 a.m. • Lunch: 11 a.m. - 11:45 a.m.

Prize Payout: 1st-\$1,000 • 2nd-\$600 • 3rd-\$400 • 4th-\$200

## OFFICIAL SPONSOR/TEAM ENTRY FORM

### Contact Information

Contact Name: \_\_\_\_\_ Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Sponsor Level** (All sponsor levels include entry and cart fees, lunch, and gift for the team.)

☐ **Corporate Sponsor: \$5,000**

Includes two four-person teams, pre-tournament buffet lunch, recognition signage at prime locations in tournament, corporate logo featured on the CGTC website and digital signage, and recognition in the College's Awards Day program and in tournament promotional materials

☐ **Hole Sponsor: \$1,500**

Includes one four-person team, pre-tournament buffet lunch, recognition signage at hole, corporate name listed on the CGTC website, and recognition in the College's Awards Day program

### Team Members

 (Please fill out completely.)

	NAME	HANDICAP	MALE/ FEMALE	EMAIL ADDRESS OR PHONE NUMBER
1				
2				
3				
4				

### Recognition Information

Print Company Name as: \_\_\_\_\_

☐ Returning sponsor - please use the same logo from last year

☐ Company logo will be emailed to the CGTC Foundation  
*Please email high-resolution logo (300 dpi) in EPS or JPG format to foundation@centralgatech.edu.*

☐ Please contact the following person for logo:

Name: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

### Remittance of Sponsor Fees

Please make check payable to the CGTC Foundation and mail with entry form to: CGTC Foundation, 3300 Macon Tech Drive, Macon, GA 31206. Entry forms can also be emailed to foundation@centralgatech.edu.

**DEADLINE FOR ENTRY IS**  
**March 26, 2021**

For more information, please call the CGTC Foundation office at (478) 218-3800 or email foundation@centralgatech.edu.

*The CGTC Foundation is a non-profit, 501(c)3 organization. All donations are tax-deductible as allowed by law.*





# Institutional Effectiveness Update

## CGTC Board of Directors Meeting

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**Report Date:** February 1, 2021

**Meeting Date:** February 10, 2021

**Prepared By:** Ms. Deborah Burks, Vice President for Institutional Effectiveness

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### INFORMATION ITEMS

#### IPEDS 2020-2021

Mandatory Reporting Requirements for Institutions with Program Participation Agreements: Section 490 of the Higher Education Amendments of 1992 (P.L. 102-325) requires that "institutions will complete surveys conducted as part of the **Integrated Postsecondary Education Data System (IPEDS)**...in a timely manner and to the satisfaction of the Secretary". Thus, reporting to IPEDS is mandatory for institutions that participate in or are applicants for participation in any Federal financial assistance program authorized by Title IV of the Higher Education Act of 1965, as amended (20 USC 1094, Section 487(a)(17)).

The following required surveys were completed and locked for the College prior to the Federal due date of 2/10/2021: Student Financial Aid; Graduation Rates (100% - 150% of time); Graduation Rates 200% of time; and Outcome Measures.

#### Accreditation

##### **Institutional:**

- SACSCOC - Submitted the annual Enrollment Profile January 12, 2021 prior to the Southern Association of Colleges and Schools (SACSCOC) due date of January 15, 2021. Member Institutions are required to submit two profiles per year to establish membership dues -- the Financial (details fiscal year financials) and Enrollment (details Fall semester F.T.E. for credit and non-credit enrollments).

##### **Programmatic Accreditation:**

- Radiologic Technology-Macon – Rad Tech was scheduled for an on-site review by The Joint Review Committee on Education in Radiologic Technology (JRCERT) on February 8-9, 2021. IE staff served as internal reviewers and reviewed compliance documents prepared by faculty and made recommendations for improvement as well as assisted in preparing faculty for the visit.
- Aviation Maintenance Technology – IE staff are assisting in the development of a quality control process for reviewing program documentation in advance of FAA reviews.

#### Grants

**Perkins Grant:** Expended 49.7% of \$1,580,829 as of January 31, 2021

- The Perkins Local Area Needs Assessment Report (PLANAR) a document developed by internal and external stakeholders, is being updated for the FY2022-2023 submission to TCSG. The update will address the effect of the public health emergency on the economic and educational needs of business and

industries, secondary schools, community organizations, and Workforce Investment Boards in CGTC's service delivery area.

- IE team members administered a [COVID-19 Business and Industry Needs Assessment Survey](#) to gather data from external stakeholders to synthesize and include in the PLANAR update.
- IE received AY 2020 Perkins V draft performance data from TCSG to perform analysis and make recommendations for expending funds on various approved activities which will be included in the updated PLANAR.
- The College expects to receive notice of Perkins V carry over funds mid to late February. These additional funds will be used to increase existing approved budget lines or to support new requests.

### **CARES Act: Higher Education Emergency Relief Fund (HEERF)**

#### **Dept of Education**

- Received award notifications for Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) for Student Aid and Institutional Aid.
- Student Aid Total \$5,100,288  
Original Award 2020 - \$2,550,144; New Award 2021 - CRRSAA \$2,550,144  
To provide emergency financial aid grants to students for expenses related to the disruption of campus operations due to the COVID 19 pandemic
- Institutional Aid Total \$11,496,965  
Original Award 2020 - \$2,550,144; New Award 2021 - CRRSAA \$8,946,821  
To cover costs associated with significant changes to the delivery of instruction due to the COVID 19 pandemic
- Minority Serving Institution (MSI) \$335,644  
To defray expenses associated with a transition to distance education
- Submitted HEERF Annual Report

### **CMVOST (Commercial Motor Vehicle Operator Safety Training) Grant**

#### **Dept. of Transportation**

- Provides funding for tuition and fees to support military-affiliated students enrolled in the Commercial Truck Driving program
- Received notification of automatic performance period extension for FY2020 grant, changing the performance period to Sept 2020 – Sept 2022 with the original award amount of \$42,252.
- Received notification of performance period extension opportunity for FY2019 grant, changing the performance period to Sept 2019 to Sept 2021. Original Award \$136,738, Remaining Funds \$47,593 – Request to utilize performance period extension submitted January 19, 2020

### **Community Development Block Grant**

Macon-Bibb County Office of Economic and Community Development \$1,000

#### **Institutional Recipient – IE TEAMS Unit**

- Provides funding for bus passes for economically disadvantaged students residing in Bibb County
- Participated in program orientation on December 12
- Preparing materials to recruit participants through Faculty Alerts and Student Self-Alerts in TEAMS

### **Enhancing Agricultural Opportunities for Military Veterans grant**

Dept. of Agriculture/ Subaward through STAG Vets, Inc. \$750,000 total; \$391,914 subaward

- The Ag Tech to Success Project is intended to provide Georgia's veterans with the training required to become agricultural technicians, agribusiness entrepreneurs, and/or independent farmers
- Provides funding to develop and offer Sustainable Small Farm and Agriculture Technician TCC at the Milledgeville Campus beginning Spring 2021
- Three courses offered in Spring semester with initial cohort of 8 students enrolled

## **AmeriCorp VISTA**

Corporation for National and Community Service \$67,750

Institutional Recipient – IE TEAMS Unit

- Provides four VISTA positions to build the capacity of the TEAMS Outreach Center for the purpose of increasing the number of low-income participants served; increasing anti-poverty outcomes among participants, and increasing resources leveraged in support of anti-poverty interventions.
- Three VISTA workers on staff and housed on the Macon campus
- Recruitment efforts are on-going for one vacant VISTA position

**\*New Award - Strengthening Community Colleges (SCC) - \$4,850,244**

Dept. of Labor (Consortium of 11 TCSG Colleges led by Savannah Technical College)

- Establishes the *Georgia Consortium for Accelerated Training Opportunities (GA CATO)*
- CGTC serves as a recipient to receive funding under the award
- Provides funding to future-ready the TCSG system of credentialing, online and digital learning, pathways design, as well as learner and employer engagement
- Provides an opportunity for faculty release time, equipment purchases, supplies, and professional development

## **Student Success**

### **TEAMS Outreach Center**

- In an effort to support enrollment, TEAMS is reaching out to all students alerted from 202112 who have not registered for Spring term to share S2 enrollment information and connect students to their advisors. TEAMS students are being contacted by phone and email. Updates of outreach efforts are being added to the TEAMS database for documentation purposes.
- CGTC's TEAMS Outreach Center received 891 student alerts in Fall 2020, an increase of 49% over Fall 2019 (605 alerts) while maintaining the Graduation/ Reenrollment Rate.

<b>Term-by-Term Comparison</b>		
Term	#Alerts	Graduation/Reenrollment Rate
202112	891	56% *
202012	605	57%

\*Data not final

### **R.E.A.C.H. (Raising Expectations of Achievement) Student Organization**

R.E.A.C.H. Student Outcomes -

91% Class Success Rate in Fall Semester

88% of R.E.A.C.H. participants from Fall Semester reenrolled in Spring Semester

## IE Community Outreach

Each year the Office of Institutional Effectiveness has adopted a charity in the community to bring Christmas joy to those served by the organization. Members of the IE Staff purchased gifts in December from wish lists prepared by youth from The Methodist Home for Children and Youth in Macon, GA. The gifts were presented to the Home just in time for Christmas.

Pictured from L-R: April Mount-Beal (The Methodist Home), Rolandria Tolbert (CGTC), David VanLandingham, Ruby Hamb-Holmes (CGTC), and Elizabeth Eader (The Methodist Home).



In response to Christ and the Church, the mission of The Methodist Home for Children and Youth is to be a model agency that restores childhoods, strengthens families and cultivates a people-building organization.

The Methodist Home has several residential sites across South Georgia to care for the physical, mental, emotional, and spiritual needs of abused and neglected children across the state of Georgia. Your support this holiday season allows our children to experience Christmas in a way many of them never have before. Some of our youth will open their first Christmas gift ever, and all of our youth will feel the warmth of love and hope, knowing there are people that care deeply for them. Thank you for partnering with us to spread joy this season and all year long.

Madison Hobbs,

*Marketing and Public Relations Coordinator*



## Student Affairs Update

### CGTC Board of Directors Meeting

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**Report Date:** February 1, 2021

**Meeting Date:** February 10, 2021

**Prepared By:** Dr. Craig Jackson, Vice President for Student Affairs

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Student Affairs continues to assist with S2 spring semester enrollment. The Care center has expanded advising students face to face and virtually on the Milledgeville campus. Counseling and Campus Life departments are conducting activities and events to include virtually.

#### **Career Services**

Working with IE department on placement trends. The office also continues to serve students by offering Optimal Resume assistant, Workshops, Career Fairs, Work Study and WIOA (Workforce Innovation and Opportunity Act). Currently looking into the possibility of having a virtual Career Fair.

#### **Conduct, Appeals and Compliance**

Required procedures were made for **Title IX**; the staff development presentation has been updated for faculty and staff to view the process and changes.

#### **Counseling Department**

The department continues to conduct Mental Health First Aid training for faculty & staff. At the end of fall semester there had been 17 referrals for counseling services with an additional 20 request for services. The population of students receiving services are 68% female, 10% male and 21% other. Also, students in the Health Science programs have the largest percentage of participates at 56%. Group sessions for males and females were held each Friday at 10:30am and 1:30pm.

#### **Global Initiatives**

Ireland provisional schedule for June 2021. Depart ATL Sunday June 6<sup>th</sup> @ 9:15pm return Thursday June 17<sup>th</sup> departing Dublin 12 noon arriving in ATL 3:55pm. Cost is \$2850 per person. (See Itinerary)  
<file:///C:/Users/cjackson/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/2PS7A1A8/CGTC%20June%202021%20Provisional%20Ireland%20schedule.%20pdf.pdf>

#### **Athletics**

Lady Titan basketball scholar Mikyla Woods has been selected as an inaugural member of the National Junior College Athletic Association's (NJCAA) Student-Athlete Council (SAC). Woods, a sophomore women's basketball player, has been chosen to represent the Georgia Collegiate Athletic Association (GCAA) Region 17.

Men's and Women's Basketball opened their season on January 30, 2021.