

Central Georgia Technical College

Local Board of Directors Meeting

AGENDA

Wednesday, February 7, 2024

A Building Board Room – Macon Campus
3300 Macon Tech Drive, Macon, GA 31206
10:30 a.m. – 12:00 p.m.

Call to Order

Dr. Avis Williams

Invocation and Pledge of Allegiance

Approval of Minutes

Dr. Avis Williams

Special Presentation – 2024 CGTC EAGLE/GOAL/RPA Winners

Ms. Dorothy Ferguson
Mr. JoBen Rivera-Thompson
Ms. Jackie Turner

Division Reports

- Academic Affairs Ms. DeAnn Nester
- 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. Don Layne
- Information Technology Dr. Brian Snelgrove
- Institutional Advancement Ms. Tonya McClure
- Institutional Effectiveness Ms. Deborah Burks
- Student Affairs Dr. Craig Jackson

President's Report

Dr. Ivan Allen

- Governor's Amended FY2024 and FY2025 Budget Review

Old Business

Dr. Avis Williams

New Business

Dr. Avis Williams

Adjourn

**Central Georgia Technical College Board of Directors and Board of Trustees
Joint Board Meeting**

Tuesday, December 12, 2023

11:30 a.m. – 12:00 p.m.

Larry Walker Arena – Warner Robins Campus

In Attendance

Allen, Ivan	Jackson, Craig
Blackmon, Shaw	Jennings, Manse
Briscoe, Charles (electronic)	Kelly, Janet
Brown, Brenda	McClure, Tonya
Burks, Deborah	Nester, DeAnn
Buzzell, Marsha* (Martin proxy)	O'Hara, Mike* (Giddens proxy)
Couch, Mike (electronic)	Scruggs, Jeff
Danzie, David* (Barbee proxy)	Siniard, Michelle
Gentry, Laura*	Snelgrove, Brian
Griffeth, Hank* (Blackwell proxy)	Steele, Danielle
Harmon, Al	Towles, Leon
Hart, Sam (electronic)	Wilson, Eric

Central Georgia Technical College Board of Directors Meeting

I. Call to Order

Mr. Eric Wilson called the meeting to order at 11:37 a.m.

II. Approval of Minutes

The October 23, 2023 minutes were approved.

III. Division Reports

Ms. DeAnn Nester presented the DAP Accelerated Phlebotomy Technician TCC to the Board for approval. The Board unanimously approved the program.

Dr. Michelle Siniard gave a financial update, Dr. Janet Kelly provided an enrollment update, and Mr. Jeff Scruggs provided information on current facilities projects. The College crossed the 10,000 students mark in Fall Semester 2023 for the first time in college history.

IV. President's Report

Dr. Allen presented Mayor Eric Wilson with the 2023 Alum of the Year award. Dr. Allen also informed the Board that the College will be transitioning from Club Football to Division I football and men's and women's soccer for Fall 2024.

V. Meeting Adjourned

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

Central Georgia Technical College Foundation Board of Trustees Meeting

I. Call to Order

Mr. Mike O'Hara called the meeting to order at 12:01 p.m.

II. Approval of Minutes

The August 2023 meeting minutes were approved with a motion from Mr. David Danzie and a second by Mr. Hank Griffeth.

III. Final Report

Mr. David Danzie presented an amendment to the By Laws, section 4.02 under Article IV:

- *Financial items that are included in the CGTC Foundation budget approved annually by the Board of Trustees only require written approval from the AVP of Institutional Advancement and do not require additional approval from the Board of Trustees to process.*
- *Un-budgeted items must have approval from the majority of the members of the Executive Committee for amounts below \$7,500. Any amounts above \$7,500 must be approved via a vote by the Board of Trustees.*
- *The AVP of Institutional Advancement is authorized to utilize the stamped signature of the Chair of the Board of Trustees for items requiring paper checks that are included in the CGTC Foundation budget approved annually by the Board of Trustees. The Chair will be notified when stamped signatures are used.*

Mr. Mike O'Hara made a motion to approve the amendment and Ms. Laura Gentry seconded the motion. Before the final vote was called, Mr. Griffeth offered a motion to suspend section 5.03 under Article V for the purpose of the vote and Mrs. Buzzell seconded. All were in favor. With no further discussion, the motion to accept the amendment of the By Laws was approved.

Dr. Ivan Allen presented the Board with information regarding student housing in Macon. The Board will receive more information soon regarding the venture.

IV. Meeting Adjourned

The Board of Trustees meeting was adjourned at 12:09 p.m.

New Program Request, Program Expansion Request, Programmatic Accreditation Update, General Information

Report Date: January 30, 2024

Meeting Date: February 7, 2024

Prepared By: DeAnn Nester, Vice President for Academic Affairs

New Program Request

Health Records Technician (XXXX) Technical Certificate of Credit

Program Expansion Requests

Cybersecurity Fundamentals (CW71) Technical Certificate of Credit – Houston CCA

Logistics Management Specialist (LM21) Technical Certificate of Credit - VECTR Center

Geriatric Care Assistant (GC51) Technical Certificate of Credit – CGTC Academy (DAP)

Programmatic Accreditations (Update)

JRCERT – Joint Review Committee on Education in Radiologic Technology

ASHP – American Society of Health System Pharmacists

CODA – Commission on Dental Accreditation

ASE – Automobile Service Excellence

ACEN – Accreditation Commission for Education in Nursing

CAPTE – Commission on Accreditation in Physical Therapy Education

JRC-CVT – Joint Review Committee on Education in Cardiovascular Technology

General Information

ASN Bridge Program, Macon Campus (Update)

Program Expansion Details

Aerospace Trade, & Industry Updates

Department of Education Administrative Capability Changes

NEW PROGRAM REQUEST

HEALTH RECORDS TECHNICIAN (Institutionally Developed)

Technical Certificate of Credit

Proposed Date of Implementation: Summer Semester 202416

Location: Warner Robins, Macon, Milledgeville Campuses and Online

Statement of Need for Program in the Service Area: This proposed TCC meets the industry demand for entry-level healthcare support staff with foundational knowledge of the use and security of producing and securing medical documents and the fundamentals of using Electronic Health Record systems.

Additionally, this TCC serves as a means of providing entry level skills and application of skills in communication, analytical and problem solving, medical provider collaboration and regulatory compliance in areas to include HIPAA and cybersecurity.

Program Description: This program serves prepares healthcare support staff to become EHR technicians and provide foundational knowledge for medical professionals' use of health documentation in areas of healthcare which include but are not limited to allied health specialists, medical support staff, and medical providers. Topics include computer application skills, basic function of the human body, elements of medical terminology, electronic health information management, and operation of medical machine transcription.

Program Curriculum

HEALTH RECORDS TECHNICIAN TCC			
COMP	1000	Introduction to Computer Literacy	3
OR			
BUSN	1000	Computers in Healthcare	(3)
ENGL	1010	Fundamentals of English I	3
ALHS	1090	Medical Terminology for AHS	2
ALHS	1011	Structure and Function of the Human Body	5
BUSN	2320	Medical Document Processing/Transcription	4
BUSN	2350	Electronic Health Records	3
MINIMUM TOTAL HOURS			20

Admission Requirements: Placement measures in accordance with TCSG standards

PROGRAM EXPANSION REQUEST
CYBERSECURITY FUNDAMENTALS (CW71)

Technical Certificate of Credit

Proposed Expanded Location: Houston College and Career Academy

Proposed Date of Implementation: Fall Semester 202512

Statement of Need for Program in the Service Area: Houston College and Career Academy has been approved for the Peach state tax credit. The funds will be used to offer dual enrollment Cybersecurity beginning Fall 2024.

Program Description: This Cybersecurity Fundamentals technical certificate program provides a fundamental understanding of Cybersecurity, allowing students to further pursue coursework to prepare for a career in the Cybersecurity field.

Program Curriculum

CYBERSECURITY FUNDAMENALS TCC			
CIST	1001	Computer Concepts	4
CIST	1122	Hardware Installation and Maintenance	4
CIST	1601	Information Security Fundamentals	3
CIST	1602	Security Policies and Procedures	3
CIST	1401	Computer Networking Fundamentals	4
OR			
CIST	2451	Introduction to Networks – Cisco	(4)
MINIMUM TOTAL HOURS			18

Admission Requirements: Placement measures in accordance with TCSG standards

PROGRAM EXPANSION REQUEST
LOGISTICS MANAGEMENT SPECIALIST (LM21)

Technical Certificate of Credit

Proposed Expanded Location: Georgia Veterans Education Career Transition Resource Center (VECTR)

Proposed Date of Implementation: Summer Semester 202416

Statement of Need for Program in the Service Area: The Logistics Management Advisory Committee recommended the addition of this TCC program to the VECTR Center, which allows students the ability to work or internship while enrolled in the program. Furthermore, Georgia is home to almost 700,000 veterans and their families. This program at the VECTR Center will train returning service members and their families for entry-level employment in the field of Logistics Management.

Program Description: The Logistics Management Specialist certificate program is a sequence of courses that is designed to prepare students for employment in the field of business logistics. The program focuses on specific occupational courses in the area of logistics that provide an overview of the process from product idea conception to product delivery to the consumer.

Program Curriculum

LOGISTICS MANAGEMENT SPECIALIST TCC			
COMP	1000	Introduction to Computer Literacy	3
LOGI	1000	Business Logistics	3
LOGI	1010	Purchasing	3
LOGI	1020	Materials Management	3
MGMT	1100	Principles of Management	3
OR			
MGMT	2200	Production/Operations Management	(3)
XXXX	XXXX	Guided Elective	3
MINIMUM TOTAL HOURS			18

Admission Requirements: Placement measures in accordance with TCSG standards

PROGRAM EXPANSION REQUEST
GERIATRIC CARE ASSISTANT (GC51)

Technical Certificate of Credit

Proposed Expanded Location: Warner Robins Campus

Proposed Date of Implementation: Spring Semester 202414

Statement of Need for Program in the Service Area: In an effort to increase the number of qualified healthcare workers to support the high demands in long term care facilities and other healthcare related areas, we request to offer Geriatric Care Assistant (GC51) on the Warner Robins Campus for our DAP students, beginning March 2024.

Program Description: The Geriatric Care Assistant Technical Certificate provides the basic knowledge and skills needed to qualify employment as a nurse aide in nursing homes, elder personal care homes, and home healthcare agencies. The certificate emphasizes geriatric patient care, CPR, and first aid. Students successfully completing the certificate are eligible to be placed on the State Registry for nurse aides.

Program Curriculum

GERIATRIC CARE ASSISTANT TCC			
ALHS	1060	Diet and Nutrition for AHS	2
ALHS	1090	Medical Terminology for AHS	2
GERT	1000	Understanding the Gerontological Client	2
GERT	1020	Behavioral Aspects of Aging	2
GERT	1030	Gerontological Nutrition	1
NAST	1100	Nurse Aide Fundamentals	6
TOTAL			15

Admission Requirements: Placement measures in accordance with TCSG standards

Programmatic Accreditation Update

JRCERT – Joint Review Committee on Education in Radiologic Technology

The Annual Report for the Macon Campus program was submitted on January 8, 2024. The site visit for the Warner Robins Campus program is scheduled for June 3 – 4, 2024.

ASHP – American Society of Health System Pharmacists

Dr. Sean Bailey, Program Chair for the Pharmacy Technology Program, submitted the required progress report on January 19, 2024 to be considered for approval by the ASHP/ACPE Pharmacy Technician Accreditation Commission on Credentialing at its next meeting on May 5, 2024.

CODA – Commission on Dental Accreditation

CGTC received a letter from CODA and a copy of the preliminary site visit draft report on January 26, 2024. Ms. Scruggs will prepare a response to the report by providing adequate documentation and relevant information for all recommendations cited by the response date noted in the letter.

ASE – Automobile Service Excellence

Steve Waters, Program Chair for the Automotive Technology Program, is preparing for the on-site visit.

ACEN – Accreditation Commission for Education in Nursing

The self-study is due August 13, 2024 with a site visit on September 24 - 26, 2024. Nursing faculty will submit the first draft for review Friday.

CAPTE – Commission on Accreditation in Physical Therapy Education

Self-study report will be due June 2025. CAPTE adopted new criteria October 31, 2023 under which CGTC's program will be reviewed in 2025. Dr. Walker and Mr. Smith will attend workshops as soon as available in preparation of understanding the new standards.

JRC-CVT – Joint Review Committee on Education in Cardiovascular Technology

Ms. Gunter, Program Chair for the Cardiovascular Technology Program, submitted the self-study in March of this year. We are waiting for the Committee to provide dates for the site visit.

General Information

- ASN Bridge Program Update: The ASN Bridge Program Competitive Selection portal is currently open through March 1, 2024.
- Program Expansions:
 - The Business & Computer Technology Department met with the High School Initiatives team in response to the announcement of the approved Peach state tax credit and determined to offer Cybersecurity Fundamentals for dual enrollment students beginning fall semester 2024 (202512).
 - The Business & Computer Technology Department is planning to offer the Logistics Management Specialist TCC at the VECTR Center location beginning summer semester 2024 (202416). Advisory committee members along with program faculty, Mr. Don Layne, VECTR's Chief Operating Officer, and Ms. Laura Pallini, Director of Operations, met and decided to add this offering at the Center. The goal is to increase the program enrollment and update offerings with current industry standards for an enhanced educational experience in logistics management.
 - The Health Sciences Department is providing another healthcare pathway for DAP students to increase the number of qualified healthcare workers to support the high demands in long term care facilities and other healthcare related areas. This TCC provides another option for students who do not meet the minimum age limit for participation at a clinical site.
- Aerospace, Trade, & Industry Updates:
 - Mike Pace, was appointed Dean for Aerospace, Trade & Industry effective immediately.
 - Mr. Pace is working with Ms. Laura Pallini, Director of Operations at VECTR, to add new programs to DoD SkillBridge. The application has been completed to add two TCCs: Aircraft Assembly Technician I and Aircraft Assembly Technician II. They are also in the process of completing the application to add Basic Electronic Assembler and Basic Electronic Technician. We are hoping by increasing SkillBridge offerings at VECTR we can increase enrollment in Aircraft Structural Technology and Electronics Technology programs.
- Department of Education Administrative Capability Changes:
 - The Department of Education released final rules to ensure institutional accountability which included administrative capability and certification procedures. The "Administrative Capability Changes" go into effect July 1, 2024 and directly impact two CGTC programs: Licensed Practical Nursing and Cosmetology. The rule change reads: *"Programs requiring a state licensure are limited in length to be the lesser of clock or credit hours required by the state in the recognized occupation."*
 - Dr. Wynne and her team are currently working to make the necessary changes to the Licensed Practical Nursing program to ensure that CGTC students who are Pell eligible remain Pell eligible beyond July 1, 2024.
 - CGTC is already approved to offer Cosmetology for Licensure Technical Certificate of Credit (CGL1) (44 credit hours) which meets the requirements of the new rule. Academic Affairs will make the update in KMS to reflect the offering of this TCC at Warner Robins, Macon, and Milledgeville campuses. Dr. Kramer and his team are working to ensure that all updates are in place so that students who are Pell eligible remain Pell eligible beyond July 1, 2024.

**FY 2024 YTD Analysis
as of January 31, 2024**

		Annual Budget	Current Year Revenue	Receivables	Current Year Expenditures	Net Amount
01932	State Appropriation	28,720,800	16,753,796		15,791,257	962,539
01935	Economic Development	21,987	12,826	9,161	21,987	0
01938	Adult Ed State Funds	1,123,513	655,376		642,640	12,736
18000	CMVOST - CDL Grant	122,542	38,530		38,530	0
20482	IDEAS22-CGTC01	35,000	975	3,210	4,185	0
22018	Hope for Rural Central GA	236,503	216,192	16,121	232,313	(0)
23021	GA-AIM Phase 2	410,543	89,092	97,435	186,527	0
2421D	Federal Work Study Funds	316,407	73,567	6,295	79,862	0
2624A	Adult Ed Federal Funds	1,592,250	665,245		744,344	(79,099)
26991	VBOC Grant	431,732	205,645	27,900	233,544	0
28012	PBI Formula Grant	1,370,241	654,765	29,439	684,203	0
28128	DOE-Enhancing Capacity Plan	617,471	164,762	96,974	261,736	0
2831C	PBI - Project CAFÉ Action for Eq	834,111	304,066	55,270	359,336	0
3234B	Carl Perkins	1,720,463	718,724	390,287	1,109,011	0
33421	Ag Vets/NIFA - USDA Grant	167,139	123,098	8,425	131,522	0
35315	CCampus Grant	629,721	234,021	14,010	248,031	0
3554A	WIOA Adult	276,919	77,048	79,549	327,608	(171,011)
3554D	WIOA Dislocated Worker	467,915	149,380		49,633	99,747
3554Y	WIOA Youth	908,568	87,457		16,193	71,264
3Y025	GEERS2 CAN Grant	96,800	89,800	600	90,400	0
41830	GA-AIM State Match	144,324	31,383	44,983	76,365	0
48015	TCSG Foundation - Truist	65,038		1,956	1,956	0
55002	Live Work - Cosmotology	19,000	7,641		9,834	(2,193)
55004	Live Work - Auto Tech	18,000	10,829		3,724	7,105
55011	Live Work - Child Dev Ctr	250,000	263,714		382,776	(119,062)
55024	Live Work - Dental Hygiene	42,000	15,824		19,328	(3,504)
55029	Live Work - Diesel Mechanic	2,197	496			496
60001	Tuition	15,649,134	11,446,987	2,750,895	15,040,817	(842,936)
60005	GED Testing	65,000	16,846		168,981	(152,135)
60015	Miscellaneous	1,000,000			223,914	(223,914)
60030	Testing Center	90,000	58,041			58,041
60133	Misc Income Registration Fees	910,000	538,511	10,746	224,404	324,853
60134	Misc Income Application Fees	70,000				0
60135	Student Technology Fee	1,575,000	960,818	12,128	772,566	200,380
60136	Misc Student Fees	1,000,000	1,665,875	18,675	689,641	994,909
60300	Revenue Recovered	0	589,980			589,980
61001	Continuing Education	257,659	650,361		152,802	497,559
61002	Workplace Literacy	280,000			80,153	(80,153)
61003	Business & Industry General	865,000	405,012		301,589	103,423
61127	CLCP	19,200				0
61158	CDL Testing	8,500	6,600			6,600
61161	American Heart CTC	40,000	8,963		7,773	1,190
61181	Northrup Grumman Grant	15,000	15,000		8,798	6,202
61272	GDC Occupational Skills	1,239,647	615,533		823,867	(208,334)
61295	EOC Head Start	60,000				0
61299	CDC Building Fund	1,750,000	750,000			750,000

61335	A/E Miscellaneous				798,008	(798,008)
61337	Jones County A/L	20,000	20,000			20,000
62007	Concession Sales	65,000	65,501		68,967	(3,466)
90117	STABLE 4ward - Macon	68,142	68,142	26,713	94,855	0
90118	STABLE 4ward - Warner Robins	99,246	99,229	48,836	148,065	(0)
90360	Child & Adult Care Food Prog	64,448	28,684	31,030	61,963	(2,249)
90391	Bright from Start PreK Funds	278,009	449,569	34,059	483,627	0
90831	Nursing Program Expansion	449,569	449,569	5,900	455,469	0
95367	FY2021 MRR Bond	1,620,488	361,261	940,918	1,302,179	0
95373	FY2022 MRR Bond	80,803	65,500	13,987	79,487	0
95374	FY2022 Equipment Refresh	4,268		4,268	4,268	0
95386	FY2023 Aviation Equipment	36,565				0
95388	FY2024 Nursing Renov. Bond	245,000		110,581	110,581	0
95394	FY2023 MRR Bond	838,627	838,627		838,627	0
95395	FY2023 Equipment Refresh	332,452	146,212	185,550	331,762	0
95401	FY2024 Equipment Refresh	554,836	15,758	27,105	42,863	0
95406	FY2024 MRR Bond	933,018	66,947	373,459	440,406	0
96224	DHS/DFCS Training Grant	234,025	127,381	4,323	131,704	0
Grand Total		71,459,820	42,175,159	5,480,785	45,634,980	2,020,964

Net to Date	2,020,964	
Prior Year Carry-over	2,865,814	
<i>Net Income, including Prior Yr Carry-over</i>		<u><u>4,886,778</u></u>

Central Georgia Technical College
YTD Analysis - FY2024 vs. FY 2023
January

		FY2023			FY2024			FY24 vs. FY23
		Revenue	Expenditures	Net	Revenue	Expenditures	Net	Net Difference
01932	State Appropriation	15,947,929	13,564,717	2,383,212	16,753,796	15,791,257	962,539	(1,420,673)
01935	Economic Development			0	21,987	21,987	0	0
01938	Adult Ed State Funds	571,643	641,409	(69,766)	655,376	642,640	12,736	82,502
18000	CMVOST - CDL Grant	10,818	10,818	0	38,530	38,530	0	0
20482	IDEAS22-CGTC01			0	4,185	4,185	0	0
22018	Hope for Rural Central GA	134,735	134,735	0	232,313	232,313	0	0
23021	GA-AIM Phase 2			0	186,527	186,527	0	0
2424A	Federal Work Study Funds	18,516	18,516	0	79,862	79,862	0	0
24999	OSHA Susan Harwood Grant	36,897	36,897	0	-	-	0	0
2622A	Adult Ed Federal Funds	625,105	709,316	(84,211)	665,245	744,344	(79,099)	5,112
26425	CARES Act Institution Relief	829,135	86,486	742,649	-	-	0	(742,649)
26436	CARES Strengthening Inst.	269,146	269,146	0	-	-	0	0
26991	VBOC Grant	225,443	225,443	0	233,544	233,544	0	0
28012	PBI Formula Grant	458,204	458,204	0	684,203	684,203	0	0
28128	DOE-Enhancing Capacity Plan	317,134	317,134	0	261,736	261,736	0	0
2831C	PBI - Project CAFÉ Action for Eq.	423,020	423,020	0	359,336	359,336	0	0
2920W	ASE-Apprenticeship State Expan.	7,188	7,188	0	-	-	0	0
3232B	Carl Perkins	1,139,618	1,139,618	0	1,109,011	1,109,011	0	0
33421	Ag Vets/NIFA - USDA Grant	111,528	111,528	0	131,522	131,522	0	0
35315	CCampus Grant	119,868	119,868	0	248,031	248,031	0	0
3551A	WIOA Adult	200,857	200,857	0	156,597	327,608	(171,011)	(171,011)
3551D	WIOA Dislocated Worker	41,787	30,536	11,251	149,380	49,633	99,747	88,496
3551Y	WIOA Youth	100,379	33,751	66,628	87,457	16,193	71,264	4,636
3Y025	GEERS2 CAN Grant	50,000	50,000	0	90,400	90,400	0	0
41830	GA-AIM State Match			0	76,365	76,365	0	0
48015	TCSG Foundation - Truist	37,891	37,891	0	1,956	1,956	0	0
55002	Live Work - Cosmetology	5,391	19,399	(14,008)	7,641	9,834	(2,193)	11,815
55004	Live Work - Auto Tech	7,602	5,160	2,442	10,829	3,724	7,105	4,663
55011	Live Work - Child Dev Ctr	278,532	333,780	(55,248)	263,714	382,776	(119,062)	(63,814)
55024	Live Work - Dental Hygiene	14,045	9,532	4,513	15,824	19,328	(3,504)	(8,017)
55029	Live Work - Diesel Mechanic		500	(500)	496	496	0	996
60001	Tuition	11,669,915	13,886,564	(2,216,649)	14,197,882	15,040,818	(842,936)	1,373,713
60005	GED Testing	14,170	152,889	(138,719)	16,846	168,981	(152,135)	(13,416)
60015	Miscellaneous	600,519	142,993	457,526		223,914	(223,914)	(681,440)
60030	Testing Center	62,508		62,508	58,041		58,041	(4,467)
60133	Misc Income Registration Fees	487,088	180,085	307,003	549,257	224,404	324,853	17,850
60134	Misc Income Application Fees			0			0	0
60135	Student Technology Fee	833,804	674,229	159,575	972,946	772,566	200,380	40,805
60136	Misc Student Fees	918,433	192,697	725,736	1,684,550	689,641	994,909	269,173
60300	Revenue Recovered			0	589,980		589,980	589,980
61001	Continuing Education	161,995	155,731	6,264	650,361	152,802	497,559	491,295
61002	Workplace Literacy	273,750	41,650	232,100		80,153	(80,153)	(312,253)
61003	Business & Industry General	402,530	445,160	(42,630)	405,012	301,589	103,423	146,053
61127	CLCP	10,591	10,591	0			0	0
61143	FAA	2,095	2,849	(754)			0	754
61158	CDL Testing	8,300	4,073	4,227	6,600		6,600	2,373
61161	American Heart CTC	10,945	8,626	2,319	8,963	7,773	1,190	(1,129)
61181	Northrup Grumman Grant			0	15,000	8,798	6,202	6,202
61272	GDC Occupational Skills	649,717	859,020	(209,303)	615,533	823,867	(208,334)	969
61295	EOC Head Start		6,378	(6,378)			0	6,378
61299	CDC Building Fund			0	750,000		750,000	750,000
61335	A/E Miscellaneous		694,230	(694,230)		798,008	(798,008)	(103,778)
61337	Jones County A/L	20,000		20,000	20,000		20,000	0
62007	Concession Sales	39,053	49,781	(10,728)	65,501	68,967	(3,466)	7,262
90116	Ga Dept of Corrections Testing	10,500		10,500			0	(10,500)
90117	STABLE 4ward - Macon	113,568	83,268	30,300	94,855	94,855	0	(30,300)
90118	STABLE 4ward - Warner Robins	206,354	206,354	0	148,065	148,065	0	0
90360	Child & Adult Care Food Prog	30,421	31,037	(616)	59,714	61,959	(2,245)	(1,629)
90391	Bright from Start PreK Funds	181,871	184,091	(2,220)	483,627	483,627	0	2,220
90602	DOL Fatherhood	150	150	0			0	0
90831	Nursing Program Expansion			0	455,469	455,469	0	0
94358	DJJ Grant	20,000	1,678	18,322			0	(18,322)
95367	FY2021 MRR Bond	433,551	433,551	0	1,302,179	1,302,179	0	0
95373	FY2022 MRR Bond	623,724	623,724	0	79,487	79,487	0	0
95374	FY2022 Equipment Refresh	291,588	291,588	0	4,268	4,268	0	0
95386	FY2023 Aviation Equip Bond	400,045	400,045	0			0	0
95388	FY2024 Nursing Renov. Bond			0	110,581	110,581	0	0
95394	FY2023 MRR Bond	50,469	50,469	0	838,627	838,627	0	0
95395	FY2023 Equipment Refresh	15,672	15,672	0	331,862	331,862	0	0
95401	FY2024 Equipment Refresh			0	42,863	42,863	0	0
95406	FY2024 MRR Bond			0	440,406	440,406	0	0
96220	DHS/DFCS Training Grant	77,552	77,552	0	131,704	131,704	0	0
Grand Total		40,603,289	38,902,174	1,701,115	47,656,042	45,635,078	2,020,964	319,849

Net to Date	1,701,115	2,020,964	
Prior Year Carry-over	2,804,598	2,865,814	
Net Income, including PY Carry-over	4,505,713	4,886,778	381,065

Adult Education Update

CGTC Board of Directors Meeting

Report Date: January 30, 2024

Meeting Date: February 7, 2024

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 Number Enrolled	Total Attendance Hours	Total Number of Measurable Skill Gains	Percentage Achieving Measurable Skill Gain	HSE Graduates*
FY23	1,150	72,445	460	40%	99
FY24	1,450	91,635	545	38%	92

* The HSE Graduates number includes GED® Test Graduates, HiSET™ Exam Graduates, and CGTC Academy: CPH Pathway High School Diploma graduates

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 student acquiring 12 or more attendance hours.

Entering Educational Functioning Level	Total Number Enrolled	Total Attendance Hours for all participants	Total number of Measurable Skill Gains	Percentage of Enrollment with Measurable Skill Gains
ABE1 Beginning Literacy	109	7,790	40	37%
ABE2 Beginning Basic Education	593	37,494	204	34%
ABE3 Intermediate Low	403	24,833	143	35%
ABE4 Intermediate High	88	4,064	35	40%
ASE1 Low	7	215	5	71%
ASE2 High	0	0	0	0%
ESL1 Beginning Literacy	52	3,994	28	54%
ESL2 Low Beginning	58	4,376	28	48%
ESL3 High Beginning	52	3,261	24	46%
ESL4 Intermediate Low	34	2,170	14	41%
ESL5 Intermediate High	33	2,461	18	58%
ESL6 Advanced	21	976	7	33%
TOTAL	1,450	91,635	545	36%

WIOA Local – Gains and Attendance by County – WIOA local totals of the number of students enrolled, total attendance hours, MSG and percentages by County. Duplication may exist in this report. **AED Success**

County	Total Number Enrolled	Attendance Hours	EFL + HSE + IET Gains	% MSG	% of County with less than HSD
Baldwin	89	5,104	39	44%	13.5%
Bibb	604	28,407	265	44%	13.6%
Crawford	20	978	8	40%	16.9%
Dooly ¹	-	-	-	-	19.5%
Houston	652	29,992	300	46%	7.4%
Jones	27	1,893	11	41%	8.3%
Monroe	16	1,236	5	31%	13.2%
Peach	19	1829	11	41%	15.6%
Pulaski ²	90	5,580	39	43%	20.5%
Putnam	56	3,885	40	71%	12.3%
Twiggs	9	634	7	78%	20.4%

Story: Joshua Wells

Joshua Wells is one of our first GED® Test graduates of 2024 earning his credential in less than 30 days! After becoming unhoused as a teen, Joshua dropped out of high school to work full-time to provide a home for himself. His desire to provide a better life for his daughter was the determining factor in coming to CGTC. He states that he “was the factor holding [himself] back”. His weakest area was math, however his math instructor was the biggest influence on him staying motivated. There were times he wanted to give up, but his math instructor refused to give up on him. Joshua intends to enroll in college and pursue a career in law enforcement.



AED Updates:

- January 4-5th Adult Education Mid-Year Summit
- January 8th First Day of Spring Semester
- January 19th Adult Education Professional

Development Day

- January 29th Shayla Cochran, CGTC 2024 EAGLE Delegate, selected as 1 of 8 Regional Finalists for the South/West Region
- February 5th COLL 1000 Cohort Begins

¹ There are 13 students enrolled from Dooly County that attend classes with instructors located in other counties. Students are counted in the county where the instructor is located.

² There are 34 students enrolled from Pulaski county that are not at Pulaski State Prison.

- February 13th Annual Volunteer Luncheon, Roy H. “Sonny” Watson Health Sciences Building, Warner Robins Campus
- March 25th –27th TCSG 2023 EAGLE Leadership Institute and Outstanding Teacher of the Year (OTOY) event, Atlanta, GA

Economic Development Update

CGTC Board of Directors Meeting

Report Date: January 31, 2024

Meeting Date: February 7, 2024

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
WR-ALC	General Maintenance Procedures	5	24	12/5 – 12/7
	Production Environment Readiness	23	40	12/7 – 12/13
	General Maintenance Procedures	12	24	12/15 – 12/19
	Production Environment Readiness	26	40	12/21 – 12/27
	General Maintenance Procedures	2	24	1/2 – 1/4
	Production Environment Readiness	33	40	1/5 – 1/10
	General Maintenance Procedures	14	24	1/16 – 1/18
	Production Environment Readiness	28	40	1/19 – 1/23
	General Maintenance Procedures	10	24	1/29 – 1/31
Macon Transitional Center	Forklift Training	12	8	12/8
Clean Control Corporation	Forklift Training	2	8	12/11
	Forklift Training	1	8	1/17
HSM Transportation	Peer to Leader	2	7	12/13
Graphic Packaging International – Perry	Forklift Training	7	8	12/14
		7	8	12/15
		6	8	12/19
		5	8	12/20
	First Aid CPR AED	4	8	1/25
Georgia Preparatory Academy @ Milledgeville YDC	Entrepreneurship	4	8	12/19

Pittman Waller Roofing Company	MSHA New Miner Training	9	24	1/2, 1/3 & 1/15
Macon Transit Authority	Customer Service	48	3	1/5
		23	3	1/12
Dept. of Juvenile Justice – Macon Youth Detention Center	Entrepreneurship	8	8	1/8 & 1/9
	Emotional Intelligence	7	8	1/29
GDC – McEver Probation Detention Center	ServSafe	20	4	1/12
TWC Services	Forklift Training	1	8	1/19
Terracon	MSHA Annual Refresher Course	4	8	1/19
Solenis	First Aid CPR AED	4	8	1/25
Cascade Corporation	OSHA 10–Hour General Industry	3	10	1/25 & 1/29
Al Burruss CTC	OSHA 10–Hour General Industry	18	10	1/22 & 1/23

Continuing Education Courses Delivered:

Training Delivered	Number Trained	Length of Course (Hours)	Training Dates
Driver's Education	13	36	12/2 – 12/21
Driver Training – Drive Only	4	6	12/2 – 12/21
Ed2Go Online Career Training & Certification	5	Varies	12/8 – 4/8
Ed2Go Online Personal & Professional Training	12	Varies	12/11 – 3/18
Forklift Training	3	8	12/11
Peer to Leader	1	7	12/13
Forklift Training	4	8	12/18
Forklift Training	2	8	1/17
Driver's Education	10	36	1/6 – 1/24
Driver Training – Drive Only	5	6	1/6 – 1/24

DHS/DFCS Training Grant:

Training Delivered	Number Trained	Length of Course	Training Dates
FS 1000V	38	84	12/12 – 1/5
FSGA 1020	16	105	12/13 – 1/17
FS 1000V	33	84	12/27 – 1/12
FS 1000V	31	84	1/26 – 2/9
FSGA 1020	30	105	1/16 – 1/31
FSGA 1020	15	105	1/8 – 2/2

Adult Education - IET (Truist) Grant:

Training Delivered	Number Trained	Length of Course	Training Dates
Forklift Training	5	8	12/6
Forklift Training	5	8	12/7
OSHA 10-Hour General Industry	10	10	1/25 & 1/29

Industry Outreach:

- Graphic Packaging International - Houston
- Bass Pro – Bibb
- GIGA – Bibb
- First Quality – Bibb
- HSM Solutions – Peach
- Global Parts Distributors – Bibb
- Robins-ALC – Houston
- Jack Link's – Houston

Community Outreach:

- Society of Human Resources Managers Meeting
- Macon-Bibb Chamber of Commerce Business After Hours
- Dooly County Chamber of Commerce Holiday Appreciation Luncheon
- One Macon! Wrap Up Presentation
- Georgia Economic Outlook
- Middle Georgia Regional Commission Regional Planning
- Macon-Bibb County Industry Authority Holiday Mixer
- Robins Regional Chamber of Commerce Annual Meeting
- Macon-Bibb County Industrial Authority Board Meeting
- Houston County Career Academy Board Meeting

Facilities:

- **Over 700 visitors utilized the facilities at the Warner Robins** campus during the months of December and January including WR-ALC/OBHA, American Red Cross, Middle Georgia RESA, Sigma Epsilon Omega Sorority, Houston County Volunteer Medical Clinic, Delta Sigma Theta Sorority, Central Georgia Athletics, Trinity School of Medicine, Air Force Reserve A6, 21st Century Partnership, Houston County Board of Education, and U.S. Attorney's Office.
- **Over 400 visitors utilized the facilities at the Macon** campus during the months of December and January including Middle Georgia RESA, Technical College System of Georgia, Middle Georgia Woodworkers Association, Orange Duffle Bag Coaching Program, Southeastern Chapter – National Safety Council, Department of Family and Children Services, Stafford Development Company, Georgia Society of CPAs, Georgia Department of Corrections, MidSouth Community Federal Credit Union, Communities in School, and Association County Commissioners of Georgia.
- **Over 200 visitors utilized the facilities at the Milledgeville** campus during the months of December and January including The American Red Cross and Milledgeville-Baldwin County Chamber of Commerce.

Enrollment Services, Marketing, and Public Relations Update

Report Date: February 1, 2024

Meeting Date: February 7, 2024

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

Enrollment and Registration

Fall Semester 2023—Final enrollment data

- Fall 2023 end of semester total is 10,715; double digit percentage growth in enrollment, credit hours, and FTE
 - Record setting single semester enrollment—highest in the history of the College

	Fall Semester 2022	Fall Semester 2023	Percent Change
Total Enrollment	9,683	10,715	10.7%
Credit Hours	69,522	78,101	12.3%
FTE (Full Time Equivalent)	4,634	5,206	12.3%
Full Time Enrollment	1,762	1,940	10.1%
Part Time Enrollment	7,921	8,775	10.8%

Total Enrollment	Total Credit Hours	Total FTE
10,715	78,101	5,206

Source: KMS Report TEC 0115 for the 202412 term as of report date.

Spring Semester 2024

- Spring 2024 Enrollment is currently at 9,806; Spring S2 session begins March 5
- Trends for both net and gross numbers for the spring day to day comparison are positive
- GDOC students will continue to be added throughout the term—250-300 more expected

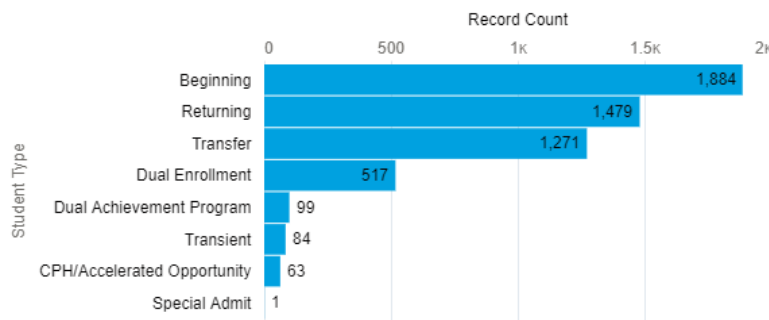
Spring NET	Overall	Credit	HS	DOC	DAP	CPH/AO
2023	8,577	4,366	3,781	274	136	20
2024	9,806	4,963	4,413	192	192	24
Difference	1,229	597	632	-82	56	4
Growth/loss	14.3%	14%	17%	-30%	41%	20%

Spring GROSS	Overall	Credit	HS	DOC	DAP	CPH/AO
2023	9,335	4,943	3,938	263	155	22
2024	10,666	5,635	4,560	196	231	41
Difference	1331	692	622	-67	76	19
Growth/loss	14.3%	14%	16%	-25%	49%	86%

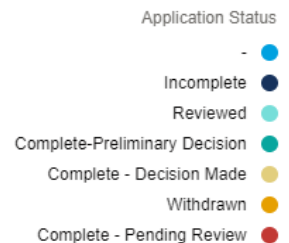
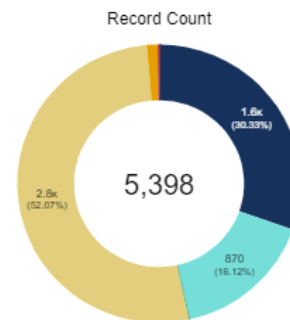
Admissions Acceptance for Spring Semester 2024

- Close to 5,400 applications have been started for spring 2024
 - 1,637 are incomplete (student owes documentation)
 - 3,681 applications have been reviewed or accepted

Applications by Student Type



Applications by Status



Georgia Match

- CGTC has received 307 GA Match inquiries and logged 566 interactions
 - 179 students have "claimed their spot" resulting in a started application
 - 39 students have submitted a completed application

Additional Updates:

- **Open House and Recruitment events**
 - Spring orientation events were held January 4 and 5 with over 400 participants in two virtual sessions and one on-campus session for spring semester.
- **Marketing and International Relations:**
 - Hosting Central Region GOAL (Georgia Occupational Award of Leadership) and Rick Perkins Award competition on March 4th at the Warner Robins campus.
 - Led study abroad service-learning trip to SVG where students and staff participated in volunteer activities and signed a MOU with SVCC to continue growing in partnership.
- **Dual Enrollment:**
 - Hosted More than Scrubs 2.0 Health Science summit for rural county students (Bleckley, Crawford, Dooly, Monroe, Pulaski, and Twiggs) January 31, 2024 at the Macon Campus with more than 100 participants.
 - Hosted More than Scrubs for Houston County students February 1, 2024 at the Macon campus with approximately 250 participants.
 - Will host the Fly High Summit on Friday, February 9, 2024 at the Aerospace Training Center
 - Industry partners such as Delta, Lockheed Martin, Dean Baldwin, Embraer, and Robins AFB are partnering with this event.

Facilities

Report Date: February 5, 2024

Meeting Date: February 7, 2024

Prepared By: Jeff Scruggs, Executive Vice President

Facilities Projects

- Flooding event affecting approximately 30-40 percent of Watson Building; repair bid is \$438,924.00.
 - Contract was approved at the February 1 State Board Meeting
- Phase IV of WR “C” has commenced; expected material completion date is June 1, 2024
- WR Kitchen expansion/relocation project in progress; expected material completion date is February 29, 2024.
- Sports surface (\$1.69MM) and asphalt track construction is complete; Bleachers and press box in punch-list phase.

VECTR Update

Report Date: January 30, 2024

Meeting Date: February 7, 2024

Prepared By: Col. Don Layne (Ret.), Chief Operating Officer, GA VECTR Center

Section I - VECTR Center Key Events this month:

- Connection made with LP Capital Group for potential VECTR student housing opportunities on 1/9
- Met with The Carter Treatment Center making new connections for community resource for veterans on 1/10
- Hosted 78th Logistics Readiness Group for briefing and tour prior to their Strategic Planning Review meeting on 1/11
- Hosted interviews for Electrical Instructor position to be filled at VECTR on 1/11
- Met with Robins Military Spouse Professional Networking Lead, Ms. Tiffany Kelley, to discuss Robins Spouse Networking events to be held at VECTR during the month of February on 1/12
- Met with Southern Crescent Veteran Services Inc making new connections for community resources for veterans on 1/22
- Hosted GA AIM On Site Meeting for TCSG, CGTC, Wiregrass, Southern Regional, GA Piedmont, and Lanier Technical College's on 1/23-1/24
- Hosted Jack Links leadership for briefing and tour on 1/30
- Attended Robins SkillBridge Power Hour event hosted by Military and Family Readiness on 1/31

Section II – Customer Services provided by the VECTR Center:

Service Area	January 2024	AY 2024	August 2016 to Present
Career Coaching	36	198	4,647
Education	343	2,846	14,211
Community Resources	45	286	4,626
Education-Financing	7	48	3,048
Entrepreneurship	180	1,989	15,988
Testing Center	101	732	7,750
VA Health Enrollment	162	1,370	4,987
Veterans Service Officers (VSO)	618	4,720	69,715
WIOA	14	48	552
Other	745	5,660	28,342
Totals	2,251	17,897	153,866

Section III – VECTR Utilization this month:

Event Name	Organization	Location	Number of Attendees	Dates
Warner Robins Air Logistics Complex (WRALC) Internal Audit Planning	Robins	104	7	1/4
Veterans Vocational Rehabilitation Client Meeting (VA VOC REHAB)	Carl Vinson VA	146	3	1/8
78 th Logistics Readiness Squadron 2024 Strategic Planning Review	Robins	152	40	1/11
Veterans Affairs Supportive Housing (HUDVASH) Client Meeting	Carl Vinson VA	136	2	1/11
WRALC Interviews	Robins	104	90	1/16-1/18
78 th Air Base Wing SCP Leadership Offsite	Robins	145	12	1/17
GA Legal Services Client Meeting	GA Legal Services	136	2	1/17
Headquarters Air Force Reserve Command (HQ AFRC) A1ZR Team Offsite	Robins	152	8	1/17
Carl Vinson VA H Wave Training	Carl Vinson VA	136	4	1/18
Veterans Vocational Rehabilitation Client Meeting (VA VOC REHAB)	Carl Vinson VA	136	2	1/18
Air Force Life Cycle Management Center (AFLCMC) PM Trainee Monthly Meeting	Robins	152	35	1/18
HUDVASH Client Monthly Meeting	Carl Vinson VA	152	20	1/19
Veterans Vocational Rehabilitation Client Meeting (VA VOC REHAB)	Carl Vinson VA	146	2	1/22
VBOC Govt. Contracting Event	VECTR	144/145	7	1/22
581 st Software Engineering Group Noble Program Training	Robins	104	10	1/22-1/29
GA AIM Onsite Meeting	TCSG/CGTC	144/145	18	1/23-1/24
Air Force Sustainment Center 404 th GULA Third Party Equipment Purchasing (3PEP) Summit	Robins	152	40	1/25
Enterprise Acquisition Branch AFSC/PZIE Technical Data Support Services Enterprise (TDSSE) Doc Review	Robins	144	10	1/25
Veterans Vocational Rehabilitation Client Meeting (VA VOC REHAB)	Carl Vinson VA	136	2	1/25
Defense Logistics Agency (DLA) Aviation Strategic Summit	Robins	144/145	45	1/29-1/30
VBOC Govt. Contracting Event	VECTR	152	15	1/29
Veterans Affairs Supportive Housing (HUDVASH) Client Meeting	Carl Vinson VA	136	2	1/29
WRALC Interviews	Robins	104	60	1/30-1/31
Total			436	

Section IV - CGTC Classes/Workshops conducted at VECTR this month:

Class Name	Number Enrolled	Length of Course (Weeks)	Training Dates
AI Enhanced Robotics Manufacturing	9	15 Weeks	10/10-2/2
Air Conditioning Technology	5	15 Weeks	10/10-2/2
Electrical Construction	0	15 Weeks	10/10-2/2
Industrial Systems Maintenance	6	15 Weeks	10/10-2/2
Welding	8	15 Weeks	10/10-2/2
CDL – Fall Cohort	6	6 Weeks	(12/4-12/12) 1/9-2/12
Cisco Networking	16	15 Weeks	1/9-5/2

Workshop Name	Trainer	Number Trained	Training Date
Scam Prevention and Safety Workshop	Perry Police Department	3	1/18
FAFSA Workshop	Georgia Military College	3	1/23
USAJobs Profile and Resume Workshop	Mark Rodriguez	2	1/23
Is Your Financial House In Order	Prudential	2	1/26
Total		10	

Section V - Veterans Business Outreach Center (VBOC) events this month:

- **Counseling Sessions: 36**

Event	Event Type	Location	Number Trained	Training Dates
Boots2Business	In-Person	Fort Moore	13	1/9
Boots2Business	In-Person	Fort Eisenhower	22	1/10
Govt. Contracting Outreach Event (day 1)	In-Person	VECTR	7	1/22
Boots2Business	Virtual	VECTR	19	1/23
Boots2Business	In-Person	Dobbins ARB	4	1/25
Boots2Business	In-Person	Robins AFB	18	1/29
Govt. Contracting Outreach Event (day 2)	In-Person	VECTR	15	1/29
Boots2Business	In-Person	Fort Stewart	14	1/30
Total			112	

Section VI – Student Recruiting Outreach conducted by VECTR this month:

Event Name	Event Type	Location	Number of Attendees	Dates
CSP Briefing	In-Person	Fort Stewart	23	1/4
CSP Briefing	In-Person	Fort Moore	19	1/10
Pre-Separation Briefing	In-Person	Robins AFB	12	1/16
CSP Briefing	In-Person	Hunter AAF	38	1/17
CSP Briefing	In-Person	Fort Stewart	24	1/18
Informed Decision Briefing	In-Person	Robins AFB	15	1/23
CSP Briefing	In-Person	Fort Moore	24	1/24
Total				

Information Technology, Instructional Technology, and Cyber Security Update

Report Date: January 29, 2024

Meeting Date: February 7, 2024

Prepared By: Dr. Brian Snelgrove

General Information

Fiber Upgrades in Warner Robins

We have started installing new network fiber optic cables in the Warner Robins. The project will provide additional connectivity, room for growth, and increased network performance for the following buildings: C, G, G-Extension, H, F, Warehouse, and the press box at the sports field.

Macon H Upgrades

All network switches in the Macon H building have been moved to a single location and upgraded with new hardware. Moving all the networking equipment to a single location makes it easier to manage, troubleshoot, and provide backup power during a power outage.

VECTR Core Switch

The configuration of the VECTR core switch was completed, and the new hardware was installed over the holiday break.

Cyber Security

MFA – Security Questions

To strengthen the college's cyber security stance, security questions have been disabled as a Multi-Factor Authentication method for most employees. The change will be made to most student accounts in the coming weeks.

Student Cyber Security Training

Cyber Security training is again being offered to students. Students who complete the training and take a short quiz at the end will be entered in a drawing for 10 \$20 gift cards.

Institutional Advancement Update

CGTC Board of Directors Meeting

Report Date: January 30, 2024

Meeting Date: February 7, 2024

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

Special Events

Board of Trustees Meeting

- February 15 – 9 am @ Macon campus
- Spotighting CGTC standouts: GOAL & Rick Perkins winners

New Hire Lunch with the President

- March 13 – 10 am @ Macon campus
- New quarterly event for new employees to receive overview of CGTC and become acquainted with president and executive staff

Annual Golf Tournament

- April 9
- Houston Lake Country Club
- Seeking sponsorships & teams

Large Gifts/Private Grants

Requests

- Navicent Health Foundation
 - Allied Health Programs – \$100,000 (submitted)
- NJCAA New Sport Grant
 - Football – \$10,000 (submitted)

Special Projects

Spring Textbook/Tools Scholarships

- Tuition (Private & Foundation funded) – \$43,575
- Books/Supplies – \$20,000

Friends of the CGTC Foundation *Shades of Ireland* Tour

- Trip Dates: Trip dates: May 8-17, 2024
- Partnering with Collette Travel to support study abroad student scholarships
- 10-day tour of Ireland
- **Open to anyone!**
- 20 spots secured for the CGTCF (deposit required to secure spot)

Institutional Effectiveness Update

CGTC Board of Directors Meeting

Report Date: February 1, 2024

Meeting Date: February 7, 2024

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

Information Items

Accreditation

SACSCOC

The College is required to publicly post student completion data annually. These data are published on the CGTC public website at the following address: <https://www.centralgatech.edu/ie/publications>.

The College is preparing to submit a SACSCOC Prison Education Program (PEP) application for approval of two Department of Corrections sites where we wish to continue offering Pell to incarcerated individuals. This is a new process in addition to our current DOC approved sites through the accreditor.

Programmatic Accreditation

IE staff continuously provide technical assistance to programs with programmatic accreditations, certifications and licensures. Each approved program is listed on the College's public website in the format required by the programmatic accreditor.

- Dental Hygiene, reaccreditation by CODA, on-site visit was held November 14-16, 2023; response reports due June 2024;
- Cybersecurity, designated 2023 – 2028 through NSA (National Security Agency) under CAE-CD designation as a National Center of Academic Excellence in Cybersecurity program for Cyber Defense; an annual report was due January 2024; progress report due January 2025; annual report due January 2026; Progress Report due January 2027; and the Annual Report due January 2028 to determine re-designation by NSA.
- Cardiovascular Technology, annual report submitted 11/16/2023.

Data

IPEDS (Integrated Postsecondary Education Data System) – Winter and Spring collection was completed for the following surveys: Student Financial Aid (SFA), Graduation Rates, Graduation Rates 200, Admissions and Outcome Measures components. Survey data must be entered and locked no later than February 2, 2024 for the College and February 8, 2024 for TCSG. Spring components: Finance, Human Resources, Fall Enrollment and Academic Libraries must be locked by TCSG no later than April 5, 2024.

Completion of all IPEDS surveys is mandatory for all institutions that participate or are applicants for participation in any Federal financial assistance program authorized by Title IV of the Higher Education Act (HEA) of 1965, as amended. IPEDS surveys are mandated by 20 U.S.C. 1094(a)(17).

Academic Year 2023 Key Performance Indicators Trend Data

Total Enrollment

Academic Year	Total Enrollment	Credit Hours	Full Time Equivalent (FTE)
AY2023	13,457	164,556	5,485
AY2022	12,783	156,634	5,221
AY2021	11,725	151,557	5,051

Source: TCSG Information Technology and Data Resources: Report TES2022 as of 08-10-2023

Retention

Academic Year	Retention Rate
AY2023	64.6%
AY2022	60.8%
AY2021	66.9%

Source: College Scorecard: All Metrics MEB0199 as of 9-22-2023

Graduates and Awards Conferred

Academic Year	Total Graduates (Unduplicated)	Award Conferred (Duplicated)			
		Technical Certificate of Credit	Diplomas	Associates Degrees	Total Awards Conferred
AY2023	3,838	4,793	485	933	6,211
AY2022	3,715	4,568	544	1,058	6,170
AY2021	3,612	4,207	594	1,234	6,035

Source: TCSG Information Technology and Data Resources: Report TES2023 as of 09-19-2023

Note: A graduate may receive more than one award in an academic year.

Placement

Academic Year	Overall Placement Rate	In-Field Placement Rate
AY2022	100.0%	95.3%
AY2021	100.0%	95.1%
AY2020	99.9%	94.9%

Source: College Scorecard: All Metrics MEB0199 as of 9-22-2023

Note: Placement data is collected for the prior Academic year.

Grants

Carl D. Perkins Grant

The College received \$130,482.00 in carry-over funds increasing the initial allocation from \$1,720,463 to \$1,850,945. The budget will be revised to include these carryover dollars and submitted to TCSG for amendment approval to spend. Perkins funds assist the College with providing services that support career and technical education. These funds are awarded based on the number of active students receiving Pell.

IE staff attended Perkins Improvement Planning System (PIPS) Training held by TCSG on January 28-30, 2024. The PIPS system is a new system designed for Colleges to review Perkins outcomes, provide improvement plans where needed, submit and review budgets, and local applications. Currently, Institutional Effectiveness staff are working with Academic Affairs Program Chairs and Deans to complete Perkins measures P2-graduation and P3-nontraditional program improvement plans for programs not meeting the institutional benchmark. These plans are due to TCSG in March 2024.

Grants and Contracts

Rural Postsecondary Education & Economic Development (RPED) Grant

Dept. of Education \$488,525

- Provides funding to improve outcomes for dual enrolled students from rural high schools
- Preliminary data indicates that project goals were achieved during Year 2
 - Served 1,379 unduplicated rural students, exceeding the project goal by 175%
 - 265 rural dual enrollment students earned a credential, exceeding the goal by 32%

Enhancing Agricultural Opportunities for Military Veterans grant

Dept. of Agriculture/ Subaward through STAG Vets, Inc.

\$750,000 total to provide Georgia's veterans with the training required to become agricultural technicians, agribusiness entrepreneurs, and/or independent farmers;

\$391,914 subaward to develop and offer Sustainable Small Farm and Agriculture Technician TCC at the Milledgeville Campus

- CGTC is finalizing subaward activities and reporting requirements
- 11 program graduates during the grant period with multiple success stories
 - Bryan Craddock, National Guardsman and Fall semester graduate, implemented innovative hay production methods increasing profitability of the family farm.
 - Douglas Womack, Veteran and 2021 program graduate, established a new farm in Kathleen and launched a non-profit to assist transitioning veterans

WIOA – On December 20, 2023 the college received additional funding from the regional Workforce Board increasing the current contract budget from \$1,267,020.00 to \$1,653,402.00 to carry out activities towards increasing the number of Youth served.

Georgia-AIM – A one million dollar pass through award funded through a collaboration between TCSG and Georgia Tech. CGTC's role was to establish the AI Robotics Studio housed at the VECTR Center. Since receiving the grant allocation, the IE and Economic Development administrators have secured and leveraged additional funding to support the grant activities. Current Annual Report highlights:

- Faculty purchased equipment and completed required trainings;
- Installed four new robots for student training;
- Successfully enrolled nine students in the program's first cohort for Fall 2023;
- Completed various student projects such as robotic programming; created from scratch maps of the entire VECTR facility using the MiR Autonomous Robot and created a mail run program; created digital twins of the robotic work cells;

- Set up conveyors and integrated them with Fanuc controllers;
- Made class visits to Georgia Tech’s Advanced Manufacturing Pilot Facility.

The GA-Aim Steering Committee participated in various TCSG and Georgia Tech sessions and hosted a session for TCSG participating Colleges on January 23-24, 2024 at the VECTR Center.

Grant Applications

- AmeriCorp VISTA Program [Corporation for National and Community Service] \$68,646 in personnel staffing to support anti-poverty efforts through TEAMS Outreach Center activities to increase post-secondary retention, graduation, and employment outcomes.
- Healthcare Workforce Grant Program [Georgia Board of Healthcare Workforce] \$600,000 to improve student success and persistence in the Practical Nursing program.

Ad Hoc Reports

The Military Friendly ® Schools survey was submitted in December, which included a comparison of graduation rates for military students and military spouses/dependents. Active Duty Military students had the highest graduation rate at 94%, as shown in the table *Graduation Rates for Military-affiliated Students, AY2023*. Many Active Duty Military students are enrolled in accelerated programs at the VECTR Center. The graduation rate for Military Spouses/Dependents was 80%, lower than the Overall Student Body at 84%. Further review of the Military Spouses/Dependents who were non-grad leavers reveals several contributing factors: 93% were enrolled in Associate Degree or Diploma majors, which typically require 12-24 months to complete on-time; 57% stopped attending after being placed on a negative academic status, which restricts access to financial aid; and 43% were dependents/spouses of active duty service members, who may experience unplanned residency changes while enrolled in post-secondary.

Graduation Rates for Military-affiliated Students, AY2023

	Graduation Rate	Graduates / Graduates + Non-Grad Leavers
Overall Student Body	84%	6,727 / 8,046
Active Duty Military Students	94%	183 / 195
Guard/Reserve Military Students	86%	30 / 35
All Veteran and Military Students	87%	431 / 498
Military Spouses/Dependents	80%	209 / 262

Source: KMS Report TEC3111 Graduation Rate (Military)

Professional Development

CGTC supports internal and external professional development opportunities for faculty and staff who participate in required hours of training and other sessions that support continued learning in their role.

- 7,804 professional development hours completed by CGTC faculty and staff to date;
- 1,363 hours of training received by CGTC faculty and staff from December 13, 2023 – January 29, 2024;
- 491 completers of the required annual training modules; i.e., Bloodborne Pathogens, Title IX, Harassment, FERPA, etc.;
- Annual Professional Development Day Special Activity - 51 participants in the VECTR-based Artificial Intelligence Professional Development Day Tours: a Tour of VECTR, a tour of the AI Robotics Studio, and an AI Workshop were held.

Student Success

TEAMS Outreach Center

The TEAMS Outreach Center (TOC) coordinates personalized outreach and wrap around support services to students facing academic barriers or personal hardships. Faculty or staff can submit an alert or students may self-alert. TOC staff participate in new student orientations and program-specific orientations to disseminate information on resources available at the College to reduce barriers to completion.

Growth in utilization of the early alert system continues in AY2024. During Fall 2023, the number of students alerted increased by 16% over the prior fall semester, as shown in the table *Early Alerts – Fall to Fall Comparison*. CGTC continues to lead TCSG colleges in utilization of the early alert system with nearly double the total number of alerts submitted and unduplicated students alerted of the next highest college, as shown in the table *Top Five Colleges for Alerts Submitted for Fall Semester*.

Early Alerts – Fall to Fall Comparison

Term	Total Alerts Submitted	Unduplicated Students Alerted
Fall 2023 (202412)	2,444	1,447
Fall 2022 (202312)	2,056	1,248

Source: TMS3116 Alert Status by College

Top Five Colleges for Alerts Submitted for Fall Semester (202412)

TCSG College	Total Alerts Submitted	Unduplicated Students Alerted
Central Georgia Technical College	2,444	1,447
West Georgia Technical College	1,177	772
Lanier Technical College	1,120	795
Southern Crescent Technical College	1,079	802
Georgia Northwestern Technical College	829	615

Source: TMS3116 Alert Status by College

The TOC facilitates financial assistance through the TEAMS Greatest Needs Fund for currently enrolled credit students facing unexpected expenses that are not covered by other resource partners and may otherwise prevent the student from continuing their education at CGTC. In 2023, 60 at-risk students received \$15,300 in emergency assistance for a wide range of needs from transportation to mandatory vaccinations, as detailed in the table *TEAMS Greatest Needs Fund Disbursements, Calendar Year 2023*. During Fall Semester, 30 students received an average of \$283 in financial assistance and 83% of these students were retained into Spring Semester.

TEAMS Greatest Needs Fund Disbursements – Calendar Year 2023

Transportation Assistance	25%
Tuition Assistance	23%
Rent/Food/Utilities	20%
Textbooks/School Supplies/Testing Fees	19%
Clinical Prescreens & Vaccinations	13%

REACH Student Organization

The REACH Student Organization hosted eight bi-weekly sessions during Fall semester open to all students. REACH also provides faculty/staff mentors and leadership development opportunities for male students of color to support academic success and preparation for the workforce after college. In support of activities expressed under the College's Predominantly Black Institution's (PBI) grant funds, during Fall Semester, 37 male students of color actively participated in REACH activities and increased their average GPA from 2.67 to 2.79. These efforts resulted in 86% of participants reenrolling Spring semester.

REACH is documenting success stories to inspire other students to utilize the resources and support system provided at CGTC. Devin Jackson overcame barriers to successfully complete the Phlebotomy program. 🎬

[Reach Devin 1302024mp4.mp4](#)



Devin Jackson (center) with his instructor, Maureen Johnson, (L) and Rolandria Tolbert, REACH Coordinator (R).



REACH participants, Shamori Postell and Torrence Warren, attended the Fall Leadership Conference with REACH Coordinator, Rolandria Tolbert.

WIOA (Workforce Innovation and Opportunity Act)

WIOA Career Advisors work to gain approvals for eligible students to receive support services that assist them in being retained in their program of study until graduation. WIOA services youth (in-school and out-of-school), Adults, and Dislocated Workers (including military veterans). The Advisors conduct specific career counseling and placement activities as outlined in the College's contract with the Middle Georgia Consortium which oversees Georgia WorkSource Region 6.

- Current Active cases:
 - 59 Youth
 - 25 Adults
 - 66 Dislocated Workers

Activities in support of outreach including student enrollment and graduation are conducted internally to the College and in the communities served as follows for this reporting period.

- Actively participated in the following internal events:
 - Adult Education service area location orientations
 - VECTR Center Resource Fair
 - Aerospace Training Center information session
 - LPN and RN Orientations
 - LPN, RN, and Radiology Pinning ceremonies
 - On-campus New Student Orientations
 - Online Orientations
- External to CGTC
 - Peach State Health Plan Community Baby Shower in Bibb County
 - Hawkinsville Career Fair
 - Georgia Department of Community Supervision Job Fair
 - Hawkinsville Collaborative meeting
 - Macon Re-Entry Coalition
 - Family Connection Collaborative meeting
 - R.E.A.C.H. meetings (Meet and Greet and Mentor sessions)
 - One-Stop activities:
 - Department of Labor Orientations
 - Partner meetings
 - Individual meetings

IE Welcomes New Staff Members

- Mrs. Melodi Robinson, Director for Research and Compliance, IE Macon Office
- Mr. Carnell Clark, WIOA Career Advisor, Warner Robins Campus
- Ms. Nadia Perkins, WIOA Career Advisor, Macon Campus
- Ms. Genia Wells, WIOA Career Advisor, Macon Campus



Student Affairs Update

CGTC Board of Directors Meeting

Report Date: January 30, 2024

Meeting Date: February 7, 2024

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

Career Services

The office continues to host and assist with Career Fairs and workshops to assist regional employers with hiring. The office has several dates providing services to students to include Work Study Fair, Career Inventories, Transfer Tuesday, Resume writing and Interview skills.

Central Georgia All Industry Career Fair, hosted by CGTC: March 6th 10:00am-1:00pm Warner Robins Campus

Campus Life

Hosted students at Pin Strikes Bowling on January 27th. Several activities are scheduled for Black History Month to include a Read in and Paint Party. Clubs and organizations are hosting events related to their purpose. Students will be attended Skills USA competition in Atlanta, February 22nd-24th. Plans are being made to install a disc golf course on campus. Expanding food services on the Warner Robins Campus.

Counseling/Wellness Department

The department continues to conduct individual and group sessions to assist students and academic programs. In an attempt to expand its brand, the department is teaming up with campus life to include the wellness aspect that focuses on the students' total welfare. Currently there is a new year health challenge going on. February is National Heart Month, will team up with Dillard's for a fashion show.

CGTC Academy Dual Achievement Program (DAP)

The team currently has 207 students enrolled for spring semester as of February 5, 2024.

Athletics

Titans Basketball: 7-12 overall 2-3 conference

Lady Titans: 8-11 overall 5-3 conference

Major doubleheader games on February 3rd & 17th with the latter being Sophomore Day.

Men & Women Soccer will host its first Identification Training Camp (ID camp) on February 3rd & 4th which helps identify players during this recruiting season. Jesus Fuentes Duarte has been named the Head Coach.

Football is heavy in recruiting with several prospects visiting the campus. This season there will be eight home games. Kato Hitson has been named the Head Coach.