

# Central Georgia Technical College

Local Board of Directors Meeting

## AGENDA

Wednesday, March 6, 2024

H Building Quads – Milledgeville Campus  
54 Highway 22 West, Milledgeville, GA 31061  
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

### Division Reports

- |                                   |                      |
|-----------------------------------|----------------------|
| • Academic Affairs - ACTION ITEMS | 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

### Old Business

Dr. Avis Williams

### New Business

Dr. Avis Williams

### Adjourn

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

Wednesday, February 7, 2024

A Building Board Room – Macon Campus  
3300 Macon Tech Drive, Macon, GA 31206  
10:30am – 12:00pm

***In Attendance***

Allen, Ivan  
Briscoe, Charles  
Brown, Brenda  
Burks, Deborah  
Cochran, Shayla  
Dennis, Lisa  
Dietrich, Carrie  
Durham, Shannon  
Early, Marcus  
Eason, Kashatriya  
Ellis, Rick  
Farley, Sharoko  
Ferguson, Dorothy  
Fitch, Gerald  
Gordon, LaKeitha  
Griner, Andrea  
Gunn, Kim  
Hall, Andrew  
Haynes, Tierameka  
Hightower, Jackie  
Jackson, Craig  
Jackson, Tatrabian

Jennings, Manse  
Johnson, Cathy  
Kelly, Janet  
Kramer, Jay  
Layne, Col. Don  
Lucas, Brittany  
McClure, Tonya  
Nester, DeAnn  
O’Neal, Kathy  
Redding-Andrews, Karla  
Repzynski, Allison  
Rumney, Cindy  
Scruggs, Jeff  
Siniard, Michelle  
Snelgrove, Brian  
Steele, Danielle  
Swann, Sabrina  
Turner, Jackie  
Watts, David  
Williams, Avis  
Wilson, Eric  
Wynne, Patty

**I. Call to Order**

*Dr. Avis Williams called the meeting to order at 10:30 a.m.*

**II. Approval of Minutes**

*The December meeting minutes were approved.*

**III. Special Presentations**

*The Board had the pleasure of meeting and hearing from CGTC’s 2024 EAGLE/OTOY/GOAL/RPA winners prior to the start of the meeting. Each individual gave their testimony of how technical education has impacted their lives and careers.*

**IV. Division Reports**

*Ms. DeAnn Nester, VP for Academic Affairs, presented a new program request for a Health Records Tech TCC, as well as program expansions that do not require a vote. The Board unanimously approved the new TCC after a motion from Mr. Manse Jennings and a second from Mrs. Kathy O'Neal.*

**V. Adjournment**

*The Board of Directors meeting was adjourned at 12:00 p.m.*

DRAFT

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## New Program Requests, Programmatic Accreditation Update, General Information

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**Report Date:** February 28, 2024

**Meeting Date:** March 6, 2024

**Prepared By:** DeAnn Nester, Vice President for Academic Affairs

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### New Program Requests

Administrative Support Assistant (AS81) Technical Certificate of Credit

Microsoft Office Applications Professional (MF81) Technical Certificate of Credit

Assistant Office Manager (AFM1) Technical Certificate of Credit

Social Media Specialist (SMS1) Technical Certificate of Credit

Practical Nursing (PN21) Technical Certificate of Credit

Allied Health Professions (AFA3) Associate of Applied Science

### 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

Aerospace Trade, & Industry

ASN Bridge Program

Library Services

## NEW PROGRAM REQUEST

### ADMINISTRATIVE SUPPORT ASSISTANT (AS81)

Technical Certificate of Credit

**Proposed Date of Implementation:** Summer Semester 202416

**Location:** Warner Robins, Macon, and Milledgeville Campuses

**Statement of Need for Program in the Service Area:** This new Business Technology technical certificate is designed to be embedded within the newly updated Business Technology degree and diploma. It will replace the current Administrative Support Assistant TCC (AS21).

**Program Description:** The Administrative Support Assistant program prepares individuals to provide administrative support under the supervision of office managers, executive assistants, and other office personnel. Courses include introduction to computers, word processing, and office procedures.

#### Program Curriculum

| ADMINISTRATIVE SUPPORT ASSISTANT TCC |      |   |    |
|--------------------------------------|------|---|----|
| COMP                                 | 1000 | Introduction to Computer Literacy                   | 3  |
| BUSN                                 | 1240 | Office Procedures                                   | 3  |
| BUSN                                 | 1450 | Computer Applications for the Business Professional | 4  |
| BUSN                                 | 1460 | Keyboarding and Document Formatting                 | 4  |
| XXXX                                 | xxxx | Guided Electives                                    | 6  |
| TOTAL HOURS                          |      |   | 20 |

**Admission Requirements:** Placement measures in accordance with TCSG standards

## NEW PROGRAM REQUEST

### MICROSOFT OFFICE APPLICATIONS PROFESSIONAL (MF81)

Technical Certificate of Credit

**Proposed Date of Implementation:** Summer Semester 202416

**Location:** Warner Robins, Macon, and Milledgeville Campuses

**Statement of Need for Program in the Service Area:** This new Business Technology technical certificate is designed to be embedded within the newly updated Business Technology degree and diploma. It will replace the current Microsoft Office Applications Professional TCC (MF41).

**Program Description:** The Microsoft Office Applications Professional certificate program provides students with the knowledge and skills to perform word processing, spreadsheet, and database applications in an office environment. It is designed to provide hands-on instruction for developing foundation skills for office assistant careers as well as to prepare students for Microsoft Office Specialist (MOS) certification.

#### Program Curriculum

| MICROSOFT OFFICE APPLICATIONS PROFESSIONAL TCC |      |   |    |
|--|------|---|----|
| COMP   | 1000 | Introduction to Computer Literacy                   | 3  |
| BUSN   | 1450 | Computer Applications for the Business Professional | 4  |
| BUSN   | 2130 | Expert Spreadsheet Analysis                         | 3  |
| BUSN   | 2140 | Expert Word Processing                              | 3  |
| XXXX   | xxxx | Guided Electives                                    | 3  |
| TOTAL HOURS                                    |      |   | 16 |

**Admission Requirements:** Placement measures in accordance with TCSG standards

**NEW PROGRAM REQUEST**  
**ASSISTANT OFFICE MANAGER (AFM1)**

Technical Certificate of Credit

**Proposed Date of Implementation:** Summer Semester 202416

**Location:** Warner Robins, Macon, and Milledgeville Campuses

**Statement of Need for Program in the Service Area:** This new Business Technology technical certificate is designed to be embedded within the newly updated Business Technology degree and diploma. It will replace the current Administrative Office Specialist TCC (AF11).

**Program Description:** The Assistant Office Manager certificate prepares individuals to plan, direct, and coordinate activities that help an organization run efficiently. Graduates will also gain the knowledge and skills to perform word processing, spreadsheet, and database applications in an office environment. It is designed to provide hands-on instruction for developing foundation skills for office assistant careers as well as to prepare students for Microsoft Office Specialist (MOS) certification. Courses include Computer Literacy, Business Procedures, Computer Applications for the Business Professional, Expert Spreadsheet Analysis, Expert Word Processing, and Principles of Management.

**Program Curriculum**

| ASSISTANT OFFICE MANAGER TCC |      |   |    |
|------------------------------|------|---|----|
| COMP                         | 1000 | Introduction to Computer Literacy                   | 3  |
| MGMT                         | 1100 | Principles of Management                            | 3  |
| BUSN                         | 1240 | Office Procedures                                   | 3  |
| BUSN                         | 1450 | Computer Applications for the Business Professional | 4  |
| BUSN                         | 1470 | Professional Communication Skills                   | 3  |
| BUSN                         | 2130 | Expert Spreadsheet Analysis                         | 3  |
| BUSN                         | 2140 | Expert Word Processing                              | 3  |
| TOTAL HOURS                  |      |   | 22 |

**Admission Requirements:** Placement measures in accordance with TCSG standards

**NEW PROGRAM REQUEST**  
**SOCIAL MEDIA SPECIALIST (SMS1)**

Technical Certificate of Credit

**Proposed Date of Implementation:** Summer Semester 202416

**Location:** Warner Robins, Macon, and Milledgeville Campuses

**Statement of Need for Program in the Service Area:** This new Business Technology technical certificate is designed to be embedded within the newly updated Business Technology degree.

**Program Description:** The Social Media Specialist certificate prepares graduates to create and administer content on all social media platform to build an audience and ensure customer engagement. The specialist may also monitor site metrics, respond to reader comments, and oversee creative design.

**Program Curriculum**

| <b>SOCIAL MEDIA SPECIALIST TCC</b> |      |                                   |           |
|------------------------------------|------|-----------------------------------|-----------|
| COMP                               | 1000 | Introduction to Computer Literacy | 3         |
| CIST                               | 1510 | Web Development I                 | 3         |
| MKTG                               | 1100 | Principles of Marketing           | 3         |
| BUSN                               | 1470 | Professional Communication Skills | 3         |
| MKTG                               | 2500 | Exploring Social Media            | 3         |
| XXXX                               | xxxx | Guided Electives                  | 3         |
| <b>TOTAL HOURS</b>                 |      |                                   | <b>18</b> |

**Admission Requirements:** Placement measures in accordance with TCSG standards



## NEW PROGRAM REQUEST

### ASSOCIATE OF APPLIED SCIENCE IN ALLIED HEALTH PROFESSIONS (AFA3)

Associate of Applied Science Degree

**Proposed Date of Implementation:** Summer Semester 202416

**Location:** Warner Robins, Macon, and Milledgeville Campuses

**Statement of Need for Program in the Service Area:** During their January meetings, the Practical Nursing IFCC and the Neuromuscular IFCC groups introduced the Associate of Applied Science in Allied Health Professions (AAS-AHP). The impetus for creating this AAS degree stemmed from new regulations announced on October 31, 2023, particularly concerning gainful employment Administrative Capacity. These regulations necessitated a thorough reassessment of the program, resulting in a reduction of hours to comply with the updated standards. Following a review of the programs and guidelines, the decision was made to establish an AAS degree in health, enabling students to seamlessly transition from their current Technical Certificate Courses (TCCs) to a transferable AAS. The deadline for implementing these changes is July 1, 2024, affecting students starting in Fall 2024.

**Program Description:** The (AAS-AHP) Associate of Applied Science Degree provides students with the flexibility to customize their curriculum to meet their academic and career goals in the healthcare sector. This program requires the completion of a range of 61- 64 semester credit hours, including 15 hours of general education prerequisites and 49 hours dedicated to healthcare-related courses. These specialized areas of study encompass comprehensive healthcare programs, emphasizing both theoretical knowledge and practical skills essential for entering the healthcare workforce successfully. Upon graduation, students will possess a strong foundation and relevant skills necessary to excel in various healthcare roles. Through close collaboration with a faculty advisor, students can strategically choose courses from specific concentrations that align with their career aspirations in the healthcare field.

#### Program Curriculum

| AAS IN ALLIED HEALTH PROFESSIONS               |      |                           |     |
|--|------|---------------------------|-----|
| General Education Core Courses                 |      |                           | 15  |
| <i>Area I – Language Arts/Communication</i>    |      |                           |     |
| ENGL   | 1101 | Composition and Rhetoric  | 3   |
| <i>Area II – Social/Behavioral Sciences</i>    |      |                           |     |
| PSYC   | 1101 | Introductory Psychology   | 3   |
| or   |      |                           |     |
| PSYC   | 2103 | Human Development         | (3) |
| or   |      |                           |     |
| SOCI   | 1101 | Introduction to Sociology | (3) |
| <i>Area III – Natural Sciences/Mathematics</i> |      |                           |     |
| Choose one MATH course                         |      |                           |     |
| MATH   | 1101 | Mathematical Modeling     | 3   |
| or   |      |                           |     |

|  |       |  |           |
|--|-------|--|-----------|
| MATH   | 1103  | Quantitative Skills and Reasoning                      | (3)       |
| or   |       |  |           |
| MATH   | 1111  | College Algebra  | (3)       |
| Additional Natural Science courses (8 – 12 hours) is required for most health programs in addition to Mathematics. Please see your advisor for specific details. |       |  |           |
| BIOL   | 2113  | Anatomy and Physiology I                               | 3         |
| BIOL   | 2113L | Anatomy and Physiology Lab I                           | 1         |
| BIOL   | 2114  | Anatomy and Physiology II                              | 3         |
| BIOL   | 2114L | Anatomy and Physiology Lab II                          | 1         |
| BIOL   | 2117  | Introduction to Microbiology                           | 3         |
| BIOL   | 2117L | Introduction to Microbiology Lab                       | 1         |
| <i>Area IV – Humanities/Fine Arts</i>  |       |  |           |
| Choose one Humanities/Fine Arts course (3 hours)   |       |  |           |
| ARTS   | 1101  | Art Appreciation                                       | 3         |
| or   |       |  |           |
| HUMN   | 1101  | Introduction to Humanities                             | (3)       |
| or   |       |  |           |
| MUSC   | 1101  | Music Appreciation                                     | (3)       |
| or   |       |  |           |
| ENGL   | 2130  | American Literature                                    | (3)       |
| <i>General Education Core Elective</i>   |       |  |           |
| SPCH   | 1101  | Public Speaking  | 3         |
| or   |       |  |           |
| SOCI   | 1101  | Introduction to Sociology                              | (3)       |
| Occupational Courses<br>(Practical Nursing Track OR Neuromuscular Massage Therapy Track)   |       |  |           |
| Practical Nursing Track  |       |  | <b>49</b> |
| PNSG   | 1600  | Introduction to Pharmacology and Clinical Calculations | 3         |
| PNSG   | 1605  | Fundamentals   | 6         |
| PNSG   | 1610  | Adult Health Nursing I                                 | 6         |
| PNSG   | 1615  | Adult Health Nursing II                                | 6         |
| PNSG   | 1620  | Adult Health Nursing III                               | 6         |
| PNSG   | 1625  | Adult Health Nursing IV                                | 6         |
| PNSG   | 1630  | Mental Health Nursing                                  | 4         |
| PNSG   | 1635  | Maternal Nursing                                       | 4         |
| PNSG   | 1640  | Pediatric Nursing                                      | 3         |
| PNSG   | 1645  | Practical Nursing Capstone                             | 5         |
| Neuromuscular Massage Therapy Track  |       |  | <b>46</b> |
| ALHS   | 1090  | Medical Terminology for AHS                            | 2         |

|                    |      |                                 |              |
|--------------------|------|---------------------------------|--------------|
| THMT               | 1004 | Anatomy and Physiology I        | 3            |
| THMT               | 1006 | Pathology for Massage Therapist | 2            |
| THMT               | 1001 | Fundamentals of Massage I       | 3            |
| THMT               | 1002 | Technique and Theory            | 4            |
| THMT               | 1003 | Anatomy and Physiology II       | 3            |
| THMT               | 1102 | Technique and Theory II         | 4            |
| THMT               | 1101 | Fundamentals of Massage II      | 4            |
| NEUT               | 1006 | Anatomy and Physiology III      | 2            |
| NEUT               | 1120 | Clinic                          | 2            |
| NEUT               | 1010 | Neural Science                  | 4            |
| NEUT               | 1080 | Techniques and Theory III       | 3            |
| <b>TOTAL HOURS</b> |      |                                 | <b>61-64</b> |

**Admission Requirements: Placement measures in accordance with TCSG standard**

## NEW PROGRAM REQUEST

### PRACTICAL NURSING CERTIFICATE (PN21)

Technical Certificate of Credit

**Proposed Date of Implementation:** Summer Semester 202416

**Location:** Warner Robins, Macon, and Milledgeville Campuses

**Statement of Need for Program in the Service Area:** The Executive Committee of Practical Nursing IFCC initiated the revision of the curriculum on April 12, 2023. Monthly meetings were scheduled, aiming to present the revisions at the February 2024 meeting. However, the release of new regulations on October 31, 2023, particularly related to gainful employment Administrative Capacity and GBON rule 410-9-.06(5) (a) and (b), forced the committee to expedite their plan. These changes required a thorough reevaluation of the program, leading to a reduction in hours to comply with the updated regulations. The deadline for implementing these changes is July 1, 2024, impacting students starting Fall 2024.

**Program Description:** The Practical Nursing program is designed to prepare students to write the NCLEX-PN for licensure as practical nurses. The program prepares graduates to give competent nursing care. This is done through a selected number of occupational courses providing a variety of techniques and materials necessary to assist the student in acquiring the needed knowledge and skills to give competent care. The nursing program covers all theoretical content areas outlined in Georgia Board Rule 410-9-06(5a). A variety of clinical experiences is planned so that theory and practice are integrated under the guidance of the clinical instructor. Program graduates receive a practical nursing certificate and have the qualifications of an entry-level practical nurse.

#### Program Curriculum

| PRACTICAL NURSING CERTIFICATE |      |                            |    |
|-------------------------------|------|----------------------------|----|
| PNSG                          | 1600 | Pharmacology               | 3  |
| PNSG                          | 1605 | Fundamentals               | 6  |
| PNSG                          | 1610 | Adult Health Nursing I     | 6  |
| PNSG                          | 1615 | Adult Health Nursing II    | 6  |
| PNSG                          | 1620 | Adult Health Nursing III   | 6  |
| PNSG                          | 1625 | Adult Health Nursing IV    | 6  |
| PNSG                          | 1630 | Mental Health Nursing      | 4  |
| PNSG                          | 1635 | Maternal Nursing           | 4  |
| PNSG                          | 1640 | Pediatric Nursing          | 3  |
| PNSG                          | 1645 | Practical Nursing Capstone | 5  |
| TOTAL HOURS                   |      |                            | 49 |

**Admission Requirements:** Placement measures in accordance with TCSG standards

## Programmatic Accreditation Update

### JRCERT – Joint Review Committee on Education in Radiologic Technology

Ms. Dugan, Program Chair for the Radiologic Technology program on the Warner Robins campus, received official notification on February 20, 2024 of the June 3 – 4, 2024 site visit.

### 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

The Georgia Board of Dentistry has extended the scope of practice for dental hygienists related to the administration of local anesthesia. Due to this extended scope of practice, CGTC submitted a report to CODA describing curricular changes to add the administration of local anesthesia using nerve block and infiltration techniques. CGTC received a notification letter from CODA this week: The Commission adopted a resolution to approve the report of program change and continue the program's accreditation status of "approval without reporting requirements." The program will implement this change starting with the class of 2025.

### 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.

### 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

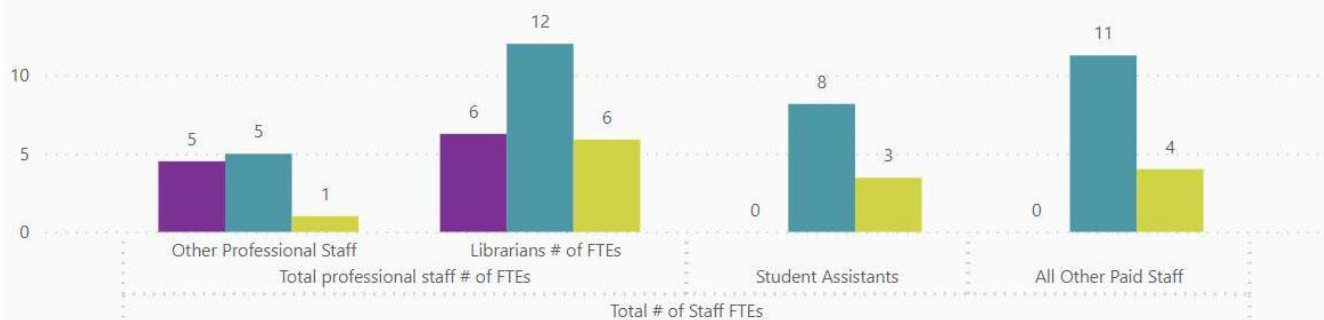
Dr. Wynne, Dean for Health Sciences, submitted a letter requesting to extend program accreditation for Invasive Cardiovascular Technology and Adult Echocardiography.

## General Information

- Aerospace, Trade, & Industry:
  - AI Robotics program has received national recognition on two occasions: (1) a special meeting of Congress on AI and funding by Dr. Abdallah of Georgia Tech and (2) White House Convening on Equity.
  - Received approval for the following Aircraft Structural Repair Technician and Electronics Technician Certificates under DoD SkillBridge at VECTR Center:
    - TCC AA61 – Aircraft Assembly Technician 1
    - TCC AR71 – Aircraft Assembly Technician 2
    - TCC BE31 – Basic Electricity Technician
    - TCC BE41 – Basic Electronics Assembler
- ASN Bridge Program
  - The ASN Bridge Program Competitive Selection portal closed March 1, 2024.
- Library Services:
  - Last year's survey of Academic College & Research Libraries
    - Bottom line: "Compared to the *average*, we serve more people with less people."

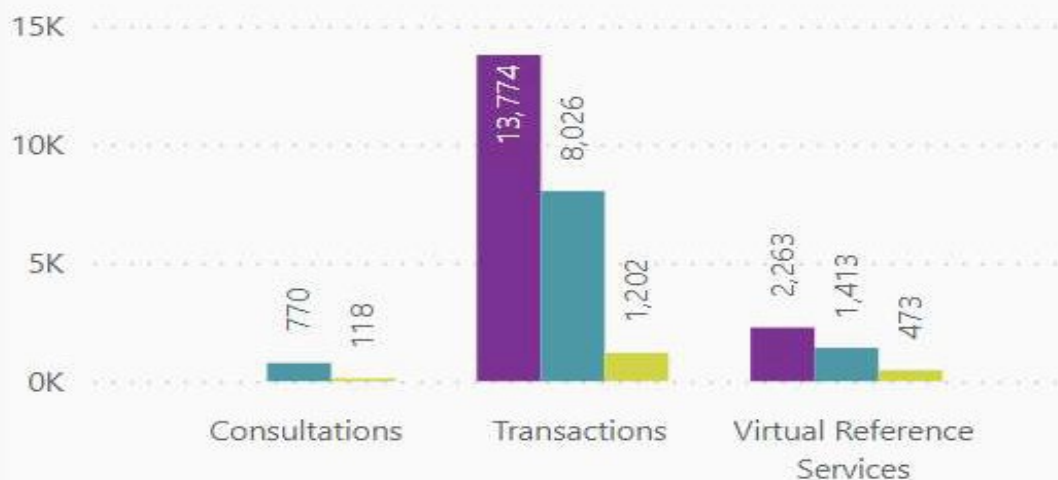
### FTE Staff

● Your Library ● All Average ● All Median



### Information Services Summary

● Your Library ● All Average ● All Median



**FY 2024 YTD Analysis  
as of February 29, 2024**

|       |                                  | <b>Annual<br/>Budget</b> | <b>Current Year<br/>Revenue</b> | <b>Receivables</b> | <b>Current Year<br/>Expenditures</b> | <b>Net Amount</b> |
|-------|----------------------------------|--------------------------|---------------------------------|--------------------|--------------------------------------|-------------------|
| 01932 | State Appropriation              | 28,720,800               | 19,147,153                      |                    | 17,919,045                           | 1,228,108         |
| 01935 | Economic Development             | 21,987                   | 14,658                          | 7,329              | 21,987                               | 0                 |
| 01938 | Adult Ed State Funds             | 1,123,513                | 749,000                         |                    | 732,000                              | 17,000            |
| 18000 | CMVOST - CDL Grant               | 122,542                  | 66,952                          |                    | 66,952                               | 0                 |
| 20482 | IDEAS22-CGTC01                   | 35,000                   | 975                             | 5,117              | 6,092                                | 0                 |
| 22018 | Hope for Rural Central GA        | 236,503                  | 230,647                         | 16,121             | 246,768                              | 0                 |
| 23021 | GA-AIM Phase 2                   | 410,543                  | 89,092                          | 103,731            | 192,823                              | 0                 |
| 2421D | Federal Work Study Funds         | 316,407                  | 107,695                         | 144                | 107,839                              | 0                 |
| 2624A | Adult Ed Federal Funds           | 1,592,250                | 735,333                         |                    | 909,938                              | (174,605)         |
| 26425 | CARES Act Institutional Relief   | 500,000                  | 314,701                         | 2,419              | 317,120                              | 0                 |
| 26991 | VBOC Grant                       | 431,732                  | 236,670                         | 34,472             | 271,142                              | 0                 |
| 28012 | PBI Formula Grant                | 1,370,241                | 689,311                         | 6,966              | 696,277                              | 0                 |
| 28128 | DOE-Enhancing Capacity Plan      | 617,471                  | 222,655                         | 84,783             | 307,438                              | 0                 |
| 2831C | PBI - Project CAFÉ Action for Eq | 834,111                  | 358,251                         | 46,174             | 404,425                              | 0                 |
| 3234B | Carl Perkins                     | 1,720,463                | 843,754                         | 400,892            | 1,244,646                            | 0                 |
| 33421 | Ag Vets/NIFA - USDA Grant        | 167,139                  | 129,935                         | 36,738             | 166,673                              | 0                 |
| 35315 | CCampus Grant                    | 629,721                  | 264,506                         | 11,408             | 275,914                              | 0                 |
| 3554A | WIOA Adult                       | 276,919                  | 89,611                          | 80,604             | 373,263                              | (203,048)         |
| 3554D | WIOA Dislocated Worker           | 467,915                  | 172,809                         |                    | 56,121                               | 116,688           |
| 3554Y | WIOA Youth                       | 908,568                  | 107,630                         |                    | 21,270                               | 86,360            |
| 3Y025 | GEERS2 CAN Grant                 | 96,800                   | 89,800                          | 600                | 90,400                               | 0                 |
| 41830 | GA-AIM State Match               | 144,324                  | 31,383                          | 47,331             | 78,714                               | 0                 |
| 48015 | TCSG Foundation - Truist         | 65,038                   |                                 | 4,514              | 4,514                                | 0                 |
| 55002 | Live Work - Cosmetology          | 19,000                   | 9,056                           |                    | 9,995                                | (939)             |
| 55004 | Live Work - Auto Tech            | 18,000                   | 10,971                          |                    | 4,008                                | 6,963             |
| 55011 | Live Work - Child Dev Ctr        | 250,000                  | 309,846                         |                    | 425,618                              | (115,772)         |
| 55024 | Live Work - Dental Hygiene       | 42,000                   | 19,538                          |                    | 18,711                               | 827               |
| 55029 | Live Work - Diesel Mechanic      | 2,197                    | 496                             |                    |                                      | 496               |
| 60001 | Tuition                          | 15,649,134               | 12,010,569                      | 2,594,506          | 17,335,725                           | (2,730,650)       |
| 60005 | GED Testing                      | 65,000                   | 19,288                          |                    | 193,043                              | (173,755)         |
| 60015 | Miscellaneous                    | 1,000,000                | 204,829                         |                    | 296,766                              | (91,937)          |
| 60030 | Testing Center                   | 90,000                   | 69,580                          |                    |                                      | 69,580            |
| 60133 | Misc Income Registration Fees    | 910,000                  | 555,010                         | 11,426             | 258,390                              | 308,046           |
| 60134 | Misc Income Application Fees     | 70,000                   |                                 |                    |                                      | 0                 |
| 60135 | Student Technology Fee           | 1,575,000                | 994,095                         | 19,617             | 889,424                              | 124,288           |
| 60136 | Misc Student Fees                | 1,000,000                | 1,904,645                       | 12,978             | 971,145                              | 946,478           |
| 60300 | Revenue Recovered                | 0                        | 597,662                         |                    |                                      | 597,662           |
| 61001 | Continuing Education             | 257,659                  | 662,857                         |                    | 198,199                              | 464,658           |
| 61002 | Workplace Literacy               | 280,000                  |                                 |                    | 101,813                              | (101,813)         |
| 61003 | Business & Industry General      | 865,000                  | 514,734                         |                    | 361,666                              | 153,068           |
| 61127 | CLCP                             | 19,200                   |                                 |                    |                                      | 0                 |
| 61158 | CDL Testing                      | 8,500                    | 9,200                           |                    |                                      | 9,200             |
| 61161 | American Heart CTC               | 40,000                   | 10,543                          |                    | 16,184                               | (5,641)           |
| 61181 | Northrup Grumman Grant           | 15,000                   | 15,000                          |                    | 8,798                                | 6,202             |
| 61272 | GDC Occupational Skills          | 1,239,647                | 732,480                         |                    | 950,373                              | (217,893)         |
| 61295 | EOC Head Start                   | 60,000                   |                                 |                    |                                      | 0                 |

|                    |                              |                   |                   |                  |                   |                |
|--------------------|------------------------------|-------------------|-------------------|------------------|-------------------|----------------|
| 61299              | CDC Building Fund            | 1,750,000         | 750,000           |                  |                   | 750,000        |
| 61335              | A/E Miscellaneous            |                   |                   |                  | 914,780           | (914,780)      |
| 61337              | Jones County A/L             | 20,000            | 20,000            |                  |                   | 20,000         |
| 62007              | Concession Sales             | 65,000            | 68,392            |                  | 73,965            | (5,573)        |
| 90117              | STABLE 4ward - Macon         | 68,142            | 68,142            | 39,861           | 108,003           | 0              |
| 90118              | STABLE 4ward - Warner Robins | 99,246            | 99,229            | 66,900           | 166,129           | 0              |
| 90130              | GA Dept of Corrections       |                   | 29,900            |                  |                   | 29,900         |
| 90360              | Child & Adult Care Food Prog | 64,448            | 33,616            | 49,694           | 83,310            | 0              |
| 90391              | Bright from Start PreK Funds | 278,009           | 202,178           | 17,909           | 220,087           | 0              |
| 90831              | Nursing Program Expansion    | 449,569           | 449,569           | 5,900            | 455,469           | 0              |
| 95367              | FY2021 MRR Bond              | 1,620,488         | 497,444           | 804,735          | 1,302,179         | 0              |
| 95373              | FY2022 MRR Bond              | 80,803            | 65,500            | 15,346           | 80,846            | 0              |
| 95374              | FY2022 Equipment Refresh     | 4,268             |                   | 4,268            | 4,268             | 0              |
| 95386              | FY2023 Aviation Equipment    | 36,565            |                   | 23,301           | 23,301            | 0              |
| 95388              | FY2024 Nursing Renov. Bond   | 245,000           |                   | 124,340          | 124,340           | 0              |
| 95394              | FY2023 MRR Bond              | 838,627           | 838,627           |                  | 838,627           | 0              |
| 95395              | FY2023 Equipment Refresh     | 332,452           | 146,212           | 185,597          | 331,809           | 0              |
| 95401              | FY2024 Equipment Refresh     | 554,836           | 15,758            | 36,668           | 52,426            | 0              |
| 95406              | FY2024 MRR Bond              | 933,018           | 66,947            | 444,142          | 511,089           | 0              |
| 96224              | DHS/DFCS Training Grant      | 250,025           | 155,727           |                  | 155,727           | 0              |
| <b>Grand Total</b> |                              | <b>71,975,820</b> | <b>46,850,161</b> | <b>5,346,532</b> | <b>51,997,574</b> | <b>199,118</b> |

|  |                         |
|--|-------------------------|
| Net to Date                                      | 199,118                 |
| Prior Year Carry-over                            | <u>2,865,814</u>        |
| <i>Net Income, including Prior Yr Carry-over</i> | <u><u>3,064,932</u></u> |



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

|             |                                   | FY2023     |              |             | FY2024     |              |             | FY24 vs. FY23  |
|-------------|-----------------------------------|------------|--------------|-------------|------------|--------------|-------------|----------------|
|             |                                   | Revenue    | Expenditures | Net         | Revenue    | Expenditures | Net         | Net Difference |
| 01932       | State Appropriation               | 18,226,205 | 15,984,548   | 2,241,657   | 19,147,153 | 17,919,045   | 1,228,108   | (1,013,549)    |
| 01935       | Economic Development              |            |              | 0           | 21,987     | 21,987       | 0           | 0              |
| 01938       | Adult Ed State Funds              | 653,306    | 677,944      | (24,638)    | 749,000    | 732,000      | 17,000      | 41,638         |
| 18000       | CMVOST - CDL Grant                | 21,748     | 21,748       | 0           | 66,952     | 66,952       | 0           | 0              |
| 20482       | IDEAS22-CGTC01                    |            |              | 0           | 6,092      | 6,092        | 0           | 0              |
| 22018       | Hope for Rural Central GA         | 149,071    | 149,071      | 0           | 246,768    | 246,768      | 0           | 0              |
| 23021       | GA-AIM Phase 2                    |            |              | 0           | 192,823    | 192,823      | 0           | 0              |
| 2424A       | Federal Work Study Funds          | 20,834     | 20,834       | 0           | 107,839    | 107,839      | 0           | 0              |
| 24999       | OSHA Susan Harwood Grant          | 36,897     | 36,897       | 0           | -          | -            | 0           | 0              |
| 2622A       | Adult Ed Federal Funds            | 687,806    | 839,966      | (152,160)   | 735,333    | 909,938      | (174,605)   | (22,445)       |
| 26425       | CARES Act Institution Relief      | 1,593,364  | 1,593,364    | 0           | 317,120    | 317,120      | 0           | 0              |
| 26436       | CARES Strengthening Inst.         | 275,652    | 275,652      | 0           | -          | -            | 0           | 0              |
| 26991       | VBOC Grant                        | 259,253    | 259,253      | 0           | 271,142    | 271,142      | 0           | 0              |
| 28012       | PBI Formula Grant                 | 504,384    | 504,384      | 0           | 696,277    | 696,277      | 0           | 0              |
| 28128       | DOE-Enhancing Capacity Plan       | 390,861    | 390,861      | 0           | 307,438    | 307,438      | 0           | 0              |
| 2831C       | PBI - Project CAFÉ Action for Eq. | 460,783    | 460,783      | 0           | 404,425    | 404,425      | 0           | 0              |
| 2920W       | ASE-Apprenticeship State Expan.   | 7,188      | 7,188        | 0           | -          | -            | 0           | 0              |
| 3232B       | Carl Perkins                      | 1,249,448  | 1,249,448    | 0           | 1,244,646  | 1,244,646    | 0           | 0              |
| 33421       | Ag Vets/NIFA - USDA Grant         | 146,958    | 146,958      | 0           | 166,673    | 166,673      | 0           | 0              |
| 35315       | CCampus Grant                     | 139,462    | 139,462      | 0           | 275,914    | 275,914      | 0           | 0              |
| 3551A       | WIOA Adult                        | 113,784    | 113,784      | 0           | 170,215    | 373,263      | (203,048)   | (203,048)      |
| 3551D       | WIOA Dislocated Worker            | 64,032     | 64,032       | 0           | 172,809    | 56,121       | 116,688     | 116,688        |
| 3551Y       | WIOA Youth                        | 116,812    | 116,812      | 0           | 107,630    | 21,270       | 86,360      | 86,360         |
| 3Y025       | GEERS2 CAN Grant                  | 113,600    | 113,600      | 0           | 90,400     | 90,400       | 0           | 0              |
| 41830       | GA-AIM State Match                |            |              | 0           | 78,714     | 78,714       | 0           | 0              |
| 48015       | TCSG Foundation - Truist          | 37,891     | 37,891       | 0           | 4,514      | 4,514        | 0           | 0              |
| 55002       | Live Work - Cosmetology           | 6,131      | 19,399       | (13,268)    | 9,056      | 9,995        | (939)       | 12,329         |
| 55004       | Live Work - Auto Tech             | 8,830      | 5,312        | 3,518       | 10,971     | 4,008        | 6,963       | 3,445          |
| 55011       | Live Work - Child Dev Ctr         | 323,206    | 384,034      | (60,828)    | 309,846    | 425,618      | (115,772)   | (54,944)       |
| 55024       | Live Work - Dental Hygiene        | 17,704     | 15,819       | 1,885       | 19,538     | 18,711       | 827         | (1,058)        |
| 55029       | Live Work - Diesel Mechanic       |            | 500          | (500)       | 496        |              | 496         | 996            |
| 60001       | Tuition                           | 11,986,524 | 14,657,261   | (2,670,737) | 14,605,075 | 17,335,725   | (2,730,650) | (59,913)       |
| 60005       | GED Testing                       | 16,713     | 178,799      | (162,086)   | 19,288     | 193,043      | (173,755)   | (11,669)       |
| 60015       | Miscellaneous                     | 711,870    | 235,326      | 476,544     | 204,829    | 296,766      | (91,937)    | (568,481)      |
| 60030       | Testing Center                    | 75,423     |              | 75,423      | 69,580     |              | 69,580      | (5,843)        |
| 60133       | Misc Income Registration Fees     | 513,307    | 205,819      | 307,488     | 566,436    | 258,390      | 308,046     | 558            |
| 60134       | Misc Income Application Fees      |            |              | 0           |            |              | 0           | 0              |
| 60135       | Student Technology Fee            | 871,594    | 674,254      | 197,340     | 1,013,712  | 889,424      | 124,288     | (73,052)       |
| 60136       | Misc Student Fees                 | 994,838    | 204,488      | 790,350     | 1,917,623  | 971,145      | 946,478     | 156,128        |
| 60300       | Revenue Recovered                 |            |              | 0           | 597,662    |              | 597,662     | 597,662        |
| 61001       | Continuing Education              | 173,780    | 180,552      | (6,772)     | 662,857    | 198,199      | 464,658     | 471,430        |
| 61002       | Workplace Literacy                | 273,750    | 64,980       | 208,770     |            | 101,813      | (101,813)   | (310,583)      |
| 61003       | Business & Industry General       | 464,975    | 512,260      | (47,285)    | 514,734    | 361,666      | 153,068     | 200,353        |
| 61127       | CLCP                              | 11,961     | 11,961       | 0           |            |              | 0           | 0              |
| 61143       | FAA                               | 2,095      | 2,849        | (754)       |            |              | 0           | 754            |
| 61158       | CDL Testing                       | 10,100     | 4,073        | 6,027       | 9,200      |              | 9,200       | 3,173          |
| 61161       | American Heart CTC                | 12,021     | 8,907        | 3,114       | 10,543     | 16,184       | (5,641)     | (8,755)        |
| 61181       | Northrup Grumman Grant            |            |              | 0           | 15,000     | 8,798        | 6,202       | 6,202          |
| 61272       | GDC Occupational Skills           | 752,287    | 979,880      | (227,593)   | 732,480    | 950,373      | (217,893)   | 9,700          |
| 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                 |            | 802,077      | (802,077)   |            | 914,780      | (914,780)   | (112,703)      |
| 61337       | Jones County A/L                  | 20,000     |              | 20,000      | 20,000     |              | 20,000      | 0              |
| 62007       | Concession Sales                  | 49,673     | 57,000       | (7,327)     | 68,392     | 73,965       | (5,573)     | 1,754          |
| 90116       | Ga Dept of Corrections Testing    | 16,100     |              | 16,100      |            |              | 0           | (16,100)       |
| 90117       | STABLE 4ward - Macon              | 129,792    | 97,022       | 32,770      | 108,003    | 108,003      | 0           | (32,770)       |
| 90118       | STABLE 4ward - Warner Robins      | 239,893    | 239,893      | 0           | 166,129    | 166,129      | 0           | 0              |
| 90130       | GA Dept of Corrections            |            |              | 0           | 29,900     |              | 29,900      | 29,900         |
| 90360       | Child & Adult Care Food Prog      | 49,413     | 60,918       | (11,505)    | 83,310     | 83,310       | 0           | 11,505         |
| 90391       | Bright from Start PreK Funds      | 207,405    | 207,574      | (169)       | 220,087    | 220,087      | 0           | 169            |
| 90602       | DOL Fatherhood                    | 300        | 300          | 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                   | 1,479,855  | 1,479,855    | 0           | 80,846     | 80,846       | 0           | 0              |
| 95374       | FY2022 Equipment Refresh          | 291,588    | 291,588      | 0           | 4,268      | 4,268        | 0           | 0              |
| 95386       | FY2023 Aviation Equip Bond        | 431,055    | 431,055      | 0           | 23,301     | 23,301       | 0           | 0              |
| 95388       | FY2024 Nursing Renov. Bond        |            |              | 0           | 124,340    | 124,340      | 0           | 0              |
| 95394       | FY2023 MRR Bond                   | 76,369     | 76,369       | 0           | 838,627    | 838,627      | 0           | 0              |
| 95395       | FY2023 Equipment Refresh          | 59,179     | 59,179       | 0           | 331,809    | 331,809      | 0           | 0              |
| 95401       | FY2024 Equipment Refresh          |            |              | 0           | 52,426     | 52,426       | 0           | 0              |
| 95406       | FY2024 MRR Bond                   |            |              | 0           | 511,089    | 511,089      | 0           | 0              |
| 96220       | DHS/DFCS Training Grant           | 127,462    | 127,462      | 0           | 155,727    | 155,727      | 0           | 0              |
| Grand Total |                                   | 46,128,083 | 45,922,852   | 205,231     | 52,196,692 | 51,997,574   | 199,118     | (6,113)        |

|                                     |           |           |        |
|-------------------------------------|-----------|-----------|--------|
| Net to Date                         | 205,231   | 199,118   |        |
| Prior Year Carry-over               | 2,804,598 | 2,865,814 |        |
| Net Income, including PY Carry-over | 3,009,829 | 3,064,932 | 55,103 |

## Adult Education Update

### CGTC Board of Directors Meeting

**Report Date:** February 28, 2024

**Meeting Date:** March 6, 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* |
|-------------|-----------------------|------------------------|--|--|----------------|
| <b>FY23</b> | <b>1,308</b>          | <b>86,997</b>          | <b>532</b>                             | <b>41%</b>                                 | <b>120</b>     |
| <b>FY24</b> | <b>1,605</b>          | <b>110,486</b>         | <b>643</b>                             | <b>40%</b>                                 | <b>109</b>     |

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

**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                | 117                   | 9,158                                       | 45                                     | 38%  |
| ABE2 Beginning Basic Education         | 664                   | 45,601                                      | 242                                    | 36%  |
| ABE3 Intermediate Low                  | 444                   | 29,597                                      | 169                                    | 38%  |
| ABE4 Intermediate High                 | 98                    | 4,780                                       | 47                                     | 48%  |
| ASE1 Low                               | 8                     | 246   | 6                                      | 75%  |
| ASE2 High                              | 0                     | 0   | 0                                      | 0%   |
| ESL1 Beginning Literacy                | 60                    | 4,909                                       | 32                                     | 53%  |
| ESL2 Low Beginning                     | 67                    | 5,343                                       | 29                                     | 43%  |
| ESL3 High Beginning                    | 57                    | 4,065                                       | 28                                     | 49%  |
| ESL4 Intermediate Low                  | 35                    | 2,702                                       | 17                                     | 49%  |
| ESL5 Intermediate High                 | 34                    | 2,972                                       | 20                                     | 59%  |
| ESL6 Advanced                          | 21                    | 1,116                                       | 8                                      | 38%  |
| <b>TOTAL</b>                           | <b>1,605</b>          | <b>110,486</b>                              | <b>643</b>                             | <b>40%</b>   |

**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.

| County               | Total Number Enrolled | Attendance Hours | EFL + HSE + IET Gains | % MSG | % of County with less than HSD |
|----------------------|-----------------------|------------------|-----------------------|-------|--------------------------------|
| Baldwin              | 104                   | 6,498            | 49                    | 47%   | 13.5%                          |
| Bibb                 | 685                   | 34,740           | 316                   | 46%   | 13.6%                          |
| Crawford             | 25                    | 1,293            | 10                    | 40%   | 16.9%                          |
| Dooly <sup>1</sup>   | 3                     | 11               | 0                     | 0%    | 19.5%                          |
| Houston              | 726                   | 37,140           | 335                   | 46%   | 7.4%                           |
| Jones                | 31                    | 2,484            | 14                    | 45%   | 8.3%                           |
| Monroe               | 17                    | 1,523            | 8                     | 47%   | 13.2%                          |
| Peach                | 31                    | 2,484            | 15                    | 45%   | 15.6%                          |
| Pulaski <sup>2</sup> | 101                   | 7,081            | 56                    | 55%   | 20.5%                          |
| Putnam               | 71                    | 4,911            | 46                    | 65%   | 12.3%                          |
| Twiggs               | 12                    | 794              | 7                     | 58%   | 20.4%                          |

**AED Success Story: Jamaeil Watson**

This husband and father came to CGTC in Fall 2021 to obtain his GED and enroll in a training

program. Like many of our students, math was his most challenging subject, taking it multiple times before passing. He did not let failure detour the goal he had set for himself. The adult ed staff kept pushing him and he successfully obtained his GED 4/22/22. He currently serves as a speaker to inspire Adult Education students. The final requirement he need to become employed at First Quality in Macon as a Maintenance Technician, his current job, was getting his GED.



Figure 1 Success Coach Tamekia Billue and Jamaeil Watson, 2022 GED(R) Graduate

### AED Updates:

- February 26<sup>th</sup> - March 1<sup>st</sup> Training on the Go Forklift Cohort
- February 28<sup>th</sup> - 29<sup>th</sup> GA ESL Adult Ed Spring Summit, Lawrenceville
- March 5<sup>th</sup> AO/CGTC Academy Mini-mester Begins
- March 10<sup>th</sup> - 13<sup>th</sup> SETA 2024 Conference, Cherokee, NC
- March 17<sup>th</sup> – 20<sup>th</sup> COABE Conference, Nashville, TN
- March 20<sup>th</sup> - 23<sup>rd</sup> Annual TESOL Conference, Tampa, FLA
- March 25<sup>th</sup> -27<sup>th</sup> TCSG 2024 EAGLE Leadership Institute and Outstanding Teacher of the Year (OTOY) Atlanta

<sup>1</sup> There are 11 students living in Dooly County enrolled from Dooly County that attend classes with instructors located in other counties. Students are counted in the county where the instructor is located.

<sup>2</sup> There are 35 students enrolled from Pulaski County that are not at Pulaski State Prison.

- March 28<sup>th</sup> Ending Day for Class
- Annual Retention Incentive Campaign-donated prizes to increase attendance, MSGs and HSEs
- Staffing Changes:
  - -Cynthia Smith, Site Manager (Bibb, Jones, Monroe, Crawford Counties)
  - Dr. LaTasha Price, One Stop DOL and Special Projects
- Open Positions- Youth Work Experience Specialist; Math Instructor
- Time Management Workshops for all Students by Career Services Specialist
- New Class in South Macon in Partnership with Bruce Elementary and Macedonia Baptist Church
- Success Coaches now Conducting Monthly Campus Tours

## Economic Development Update CGTC Board of Directors Meeting

**Report Date:** February 27, 2024

**Meeting Date:** March 6, 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  | Production Environment Readiness | 22             | 32               | 2/1 – 2/6      |
|   | General Maintenance Procedures   | 5              | 24               | 2/9 – 2/13     |
|   | Production Environment Readiness | 11             | 32               | 2/15 – 2/21    |
|   | General Maintenance Procedures   | 6              | 24               | 2/26 – 2/28    |
| Graphic Packaging International – Perry         | Forklift Training                | 6              | 8                | 2/8            |
| GDC – McEver Probation Detention Center         | ServSafe                         | 20             | 4                | 2/8            |
| Georgia Forestry Commission                     | CDL Driving Maneuvers            | 4              | 112              | 2/9 – 3/2      |
| DJJ Macon Youth Detention Center                | Interpersonal Skills             | 7              | 8                | 2/13 – 2/14    |
|   | Social Intelligence              | 8              | 8                | 2/19 – 2/20    |
|   | Stress Management                | 8              | 8                | 2/26 – 2/27    |
| Middle Georgia Community Food Bank              | Forklift Training                | 2              | 8                | 2/13           |
|   | Forklift Training                | 1              | 8                | 2/14           |
| Global Parts Distributors                       | Intermediate Excel               | 7              | 6                | 2/13 & 2/15    |
| First Quality                                   | Intermediate Excel               | 2              | 6                | 2/13 & 2/15    |
| Clean Control                                   | Forklift Training                | 1              | 8                | 2/13           |
|   | Intermediate Excel               | 1              | 6                | 2/13 & 2/15    |
|   | Forklift Training                | 1              | 8                | 2/14           |
| City of Perry                                   | Intermediate Excel               | 1              | 6                | 2/13 & 2/15    |
| Central Georgia Technical College               | Forklift Training                | 1              | 8                | 2/14           |
| Georgia Preparatory Academy @ Milledgeville YDC | 10 Soft Skills                   | 4              | 8                | 2/16 – 2/19    |

|   |                                    |   |    |             |
|---|------------------------------------|---|----|-------------|
| Georgia Bureau of Investigation                   | First Aid/CPR/AED Instructor Class | 4 | 16 | 2/22 – 2/23 |
| RAFB – Civilian Education & Training 78 FSS/FSDEC | First Aid/CPR/AED Instructor Class | 3 | 16 | 2/22 – 2/23 |

### Continuing Education Courses Delivered:

| Training Delivered                            | Number Trained | Length of Course (Hours) | Training Dates |
|---|----------------|--------------------------|----------------|
| CNA Workforce Training Course                 | 445            | 10                       | 1/2 – 3/31     |
| Ed2Go Online Personal & Professional Training | 12             | Various                  | 2/2 – 5/18     |
| Ed2Go Online Career Training & Certification  | 5              | Various                  | 2/2 – 5/2      |
| Driver's Education                            | 11             | 30/6                     | 2/2 – 2/29     |
| Driver Training – Drive Only                  | 3              | 6                        | 2/2 – 2/29     |
| Intermediate Excel                            | 1              | 6                        | 2/13 & 2/15    |

### DHS/DFCS Training Grant:

| Training Delivered | Number Trained | Length of Course | Training Dates |
|--------------------|----------------|------------------|----------------|
| FS 2010            | 30             | 112              | 2/7 – 3/4      |
| FSGA 1020          | 14             | 105              | 2/14 – 3/14    |
| FS 1000V           | 18             | 84               | 2/22 – 3/8     |
| OCP 805            | 11             | 105              | 2/26 – 3/8     |

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

| Training Delivered            | Number Trained | Length of Course | Training Dates |
|-------------------------------|----------------|------------------|----------------|
| ServSafe                      | 8              | 4                | 2/1            |
| ServSafe                      | 14             | 4                | 2/5            |
| OSHA 10-Hour General Industry | 15             | 10               | 2/6 – 2/7      |
| Forklift Training             | 7              | 8                | 2/7            |
| Forklift Training             | 5              | 8                | 2/28           |
| Forklift Training             | 5              | 8                | 2/29           |

### Industry Outreach:

- Graphic Packaging International - Houston
- GIGA – Bibb
- City of Milledgeville - Baldwin
- Robins ALC – Houston

## Community Outreach:

- Society of Human Resources Managers Meeting
- OneMacon Business & Education Partnership Meeting
- Middle Georgia Economic Alliance Meeting

## Facilities:

- **Over 600 visitors utilized the facilities at the Warner Robins** campus during the month of February including WR-ALC/OBHA, American Red Cross, Middle Georgia RESA, Delta Sigma Theta Sorority, RBI Benefits Training, Georgia Tech, Georgia Academy for Economic Development, Technical College System of Georgia, and Houston County Board of Elections.
- **Over 200 visitors utilized the facilities at the Macon** campus during the month of February including Middle Georgia Woodworkers Association, Southeastern Chapter – National Safety Council, Department of Family and Children Services, Technical College System of Georgia, Macon-Bibb County Fire Department, Irving Tissue, and Middle Georgia Workforce Development.
- **Over 200 visitors utilized the facilities at the Milledgeville** campus during the month of February including The American Red Cross, The Department of Juvenile Justice, Georgia Cyber Academy, Ocmulgee Judicial Circuit Accountability, and The 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

#### Spring Semester 2024

- Spring 2024 Enrollment is currently at 10,279; Spring S2 session begins March 5, 2024
  - Spring S2 No Show will affect the enrollment number
- Trends for both net and gross numbers for the spring day to day comparison are positive
- GaDOC students will continue to be added throughout the term

| Spring NET  | Overall | Credit | HS    | DOC  | DAP | CPH/AO |
|-------------|---------|--------|-------|------|-----|--------|
| 2023        | 8,947   | 4,546  | 3,819 | 407  | 150 | 25     |
| 2024        | 10,279  | 5,215  | 4,476 | 285  | 223 | 75     |
| Difference  | 1332    | 669    | 657   | -122 | 73  | 50     |
| Growth/loss | 14.9%   | 15%    | 17%   | -30% | 49% | 200%   |

| Spring GROSS | Overall | Credit | HS    | DOC  | DAP | CPH/AO |
|--------------|---------|--------|-------|------|-----|--------|
| 2023         | 9,775   | 5,188  | 3,977 | 392  | 170 | 30     |
| 2024         | 11,121  | 5,882  | 4,605 | 279  | 258 | 90     |
| Difference   | 1346    | 694    | 628   | -113 | 88  | 60     |
| Growth/loss  | 13.8%   | 13%    | 16%   | -29% | 52% | 200%   |

- Summer/Fall registration opens March 18, 2024 for current/returning students.
  - New/beginning students can register starting March 25, 2024 for summer and fall 2024.

#### Admissions Acceptance for Spring 2024

- More than 4,470 applications have been started for spring 2024
  - 1,148 are incomplete (student owes documentation)
  - 3,263 applications have been reviewed or accepted

#### Georgia Match

- CGTC has received 3667 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:

- **Marketing and International Relations:**

- Hosted Central Region GOAL (Georgia Occupational Award of Leadership) and Rick Perkins Award competition March 4<sup>th</sup> at the Warner Robins campus.
  - Dr. Avis Williams served as a judge on behalf of CGTC
- Welcomed guests from ZBC Denmark on Feb. 26 to explore partnerships in credit and non-credit training

- **Dual Enrollment:**

- A non-traditional (female) DE student in the Aircraft Structural program has been named as the Peach County High School Valedictorian—Kelsie Perez
- A CGTC dual enrollment student and Phlebotomy pathway completer at Hutchings College and Career Academy has been named Salutatorian for Southwest High School in Macon—A'Laila Hampton.



Kelsie Perez, Peach County High School Valedictorian



A'Laila Hampton, Southwest High School Salutatorian

## Facilities

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**Report Date:** February 28, 2024

**Meeting Date:** March 6, 2024

**Prepared By:** Jeff Scruggs, Executive Vice President

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### 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; we are the issuance of the P.O. by the TCSG procurement office.
- Phase IV (of four) of WR “C” is moving along; expected material completion date is June 1, 2024
- WR Kitchen expansion/relocation project is materially complete (facility). The kitchen equipment is now being installed/connected.
- We are preparing the CGTC FY 26 capital outlay request (due to TCSG by May 13).

## VECTR Update

**Report Date:** February 28, 2024

**Meeting Date:** March 6, 2024

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

### **Section I - VECTR Center Key Events this month:**

- AI Enhanced Robotics Manufacturing inaugural cohort graduated awarding 9 TCC's to the students on 2/2
- Hosted Houston County Board of Education for briefing and tour on 2/6
- VECTR presented at the Career Rise – Untapped Workforce Summit at the Gas South Convention Center in Duluth, GA on 2/6
- Began Spring/Summer 2024 cohort for Robotics, HVAC, Welding, and Electrical with 46 new students on 2/13
- VECTR met with Kappa Epsilon Psi Military Sorority to discuss possible ways to partner and support our female veterans on 2/14
- VECTR met with Camp Southern Ground to discuss ways to support veterans through their Warrior Week which is a professional development course on 3/19
- Hosted the Robins Spouses Network Career Ready Resource Fair on 3/20
- Hosted a College Fair with 8 local colleges/resources in attendance on 3/22

### **VECTR Center Key Updates this month:**

- Rosie Project
  - Met with community partners to discuss project progress in details on 2/12.
- New SkillBridge Programs at VECTR
  - Aircraft Assembly and Repair Technician – Approved
  - Electronics Technician – Approved
  - Logistics Management Specialist – Working with department to finalize
  - Orthopedic Technology – Discussing potential with department

## Section II – Customer Services provided by the VECTR Center:

| Service Area                    | February 2024 | AY 2024       | August 2016 to Present |
|---------------------------------|---------------|---------------|------------------------|
| Career Coaching                 | 21            | 222           | 4,671                  |
| Education                       | 323           | 3,179         | 14,544                 |
| Community Resources             | 98            | 401           | 4,741                  |
| Education-Financing             | 6             | 54            | 3,054                  |
| Entrepreneurship                | 150           | 2,143         | 16,142                 |
| Testing Center                  | 150           | 884           | 7,902                  |
| VA Health Enrollment            | 157           | 1,537         | 5,154                  |
| Veterans Service Officers (VSO) | 319           | 5,106         | 70,101                 |
| WIOA                            | 5             | 56            | 560                    |
| Other                           | 764           | 6,452         | 29,134                 |
| <b>Totals</b>                   | <b>1,993</b>  | <b>20,034</b> | <b>156,003</b>         |

\*February UniteUS data currently unavailable due to error with UniteUS reports.

## Section III – VECTR Utilization this month:

| Event Name   | Organization    | Location | Number of Attendees | Dates     |
|--|-----------------|----------|---------------------|-----------|
| Warner Robins Air Logistics Complex (WRALC) MRO Demo                             | Robins AFB      | 144/145  | 70                  | 2/5-2/8   |
| Houston Co. Board of Education Safety Meeting                                    | Houston Co. BOE | 152      | 25                  | 2/6       |
| Veterans Vocational Rehabilitation Client Meeting (VA VOC REHAB)                 | Carl Vinson VA  | 136      | 2                   | 2/6       |
| Mercer University Information Table  | Mercer          | Lobby    | 4                   | 2/6       |
| Headquarters Air Force Reserve Command (HQ AFRC) Chaplain Candidate Vector Board | Robins AFB      | 151      | 20                  | 2/7       |
| H4 Enterprises Job Interviews  | Robins AFB      | 136      | 12                  | 2/7       |
| Veterans Affairs Supportive Housing (HUDVASH) Client Monthly Meeting             | Carl Vinson VA  | 152      | 20                  | 2/9       |
| Veterans Vocational Rehabilitation Client Meeting (VA VOC REHAB)                 | Carl Vinson VA  | 146      | 3                   | 2/12      |
| Veterans Vocational Rehabilitation Client Meeting (VA VOC REHAB)                 | Carl Vinson VA  | 136      | 2                   | 2/12      |
| Air Force Life Cycle Management Center (AFLCMC) Interviews                       | Robins AFB      | 104      | 18                  | 2/13      |
| WRALC Interviews   | Robins AFB      | 144/145  | 50                  | 2/13      |
| Air & space Forces Association Presentation                                      | Robins AFB      | 152      | 30                  | 2/13-2/14 |
| WRALC Interviews   | Robins AFB      | 104      | 50                  | 2/14-2/16 |
| Airman Commitment to Excellence & Education Center (ACE) CLEP-A-THON             | Robins AFB      | 123      | 5                   | 2/14      |
| Georgia Department of Veterans Service Leadership Institute                      | GDVS            | 144      | 9                   | 2/15      |
| Military Spouse Career Ready Resource Fair                                       | Robins AFB      | 144/145  | 36                  | 2/20      |
| VECTR College Fair   | VECTR           | 144/145  | 26                  | 2/22      |
| GA-Aim Meeting   | CGTC/VECTR      | 152      | 10                  | 2/23      |
| Veterans Vocational Rehabilitation Client Meeting (VA VOC REHAB)                 | Carl Vinson VA  | 146      | 4                   | 2/26      |

|   |            |         |            |           |
|---|------------|---------|------------|-----------|
| Air Force Materiel Command ( <b>AFMC</b> ) Depot Source Repair ( <b>DSOR</b> ) Training | Robins AFB | 144/145 | 50         | 2/26-2/28 |
| <b>WRALC</b> MINA Training  | Robins AFB | 152     | 40         | 2/26-3/8  |
| <b>Total</b>  |            |         | <b>486</b> |           |

#### 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        | 12              | 15 Weeks                 | 10/10-2/2                             |
| Electrical Construction            | 12              | 15 Weeks                 | 10/10-2/2                             |
| Industrial Systems Maintenance     | 0               | 15 Weeks                 | 10/10-2/2                             |
| Welding                            | 13              | 15 Weeks                 | 10/10-2/2                             |
| CDL – Fall Cohort                  | 6<br>7          | 6 Weeks                  | (12/4-12/12)<br>1/9-2/12<br>2/20-3/22 |
| Cisco Networking                   | 16              | 15 Weeks                 | 1/9-5/2                               |

| Workshop Name                                 | Trainer          | Number Trained | Training Date |
|---|------------------|----------------|---------------|
| USAJobs Profile and Resume Workshop           | Mark Rodriguez   | 3              | 2/6           |
| VECTR Resume Workshop                         | Donald Chambliss | 1              | 2/12          |
| VECTR Resume Workshop                         | Donald Chambliss | 1              | 2/19          |
| Lunch & Learn: Smart Phones & Internet Safety | Mercer           | 12             | 2/20          |
| VECTR Resume Workshop                         | Donald Chambliss | 3              | 2/26          |
| <b>Total</b>                                  |                  | <b>20</b>      |               |

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

##### • Counseling Sessions: 26

| Event  | Event Type | Location     | Number Trained | Training Dates |
|--|------------|--------------|----------------|----------------|
| Boots2Business                               | In-Person  | Hunter AAF   | 8              | 2/1            |
| Training – Govt. Contracting                 | In-Person  | VECTR        | 14             | 2/5            |
| Reboot – Military Spouse Pathway to Business | Virtual    | VECTR        | 6              | 2/6            |
| Reboot                                       | In-Person  | VECTR        | 9              | 2/6            |
| Boots2Business                               | In-Person  | Moody AFB    | 15             | 2/13           |
| Boots2Business                               | In-Person  | Fort Moore   | 11             | 2/13           |
| Reboot – GA SBA District Office              | In-Person  | SBA Atlanta  | 3              | 2/20           |
| Boots2Business                               | In-Person  | MCLB Albany  | 2              | 2/27           |
| Boots2Business                               | In-Person  | Fort Stewart | 21             | 2/27           |
| <b>Total</b>                                 |            |              | <b>89</b>      |                |

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

| <b>Event Name</b>          | <b>Event Type</b> | <b>Location</b>         | <b>Number of Attendees</b> | <b>Dates</b> |
|----------------------------|-------------------|-------------------------|----------------------------|--------------|
| CSP Briefing               | In-Person         | Hunter AAF/Fort Stewart | 52                         | 2/1          |
| Pre-Separation Briefing    | In-Person         | Robins AFB              | 37                         | 2/6          |
| CSP Briefing               | In-Person         | Fort Moore              | 12                         | 2/7          |
| CSP Briefing               | In-Person         | Hunter AAF              | 22                         | 2/14         |
| CSP Briefing               | In-Person         | Fort Stewart            | 33                         | 2/15         |
| Pre-Separation Briefing    | In-Person         | Robins AFB              | 31                         | 2/20         |
| CSP Briefing               | In-Person         | Fort Moore              | 8                          | 2/21         |
| Informed Decision Briefing | In-Person         | Robins AFB              | 19                         | 2/27         |
| <b>Total</b>               |                   |                         | <b>214</b>                 |              |

# Information Technology, Instructional Technology, and Cyber Security Update

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**Report Date:** February 29, 2024

**Meeting Date:** March 6, 2024

**Prepared By:** Dr. Brian Snelgrove, Chief Information Officer

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## General Information

The college has completed the cable runs for the fiber optic network upgrades in the Warner Robins C, G, G-Extension, H, F, M, Warehouse, and press box. When the contractors have completed the renovation work in the Warner Robins C building, we will begin terminating the fiber to decommission the older fiber optic cabling. When this project is complete it will provide additional capacity and increased network performance.

Microsoft has announced October 2025 will be the end of support date for Windows 10. The college has identified computers still using Windows 10 and has begun scheduling upgrades to Windows 11. We have also identified computers that will not run Windows 11 and have been working with users and departments to develop a plan to decommission and, if necessary, replace the aging computers.

## Information Technology

The college has procured new compute hardware for your virtual server environment. Six new physical servers will replace ten older physical servers and will facilitate the removal of several network switches. Removing the older hardware and network switches will reduce our annual hardware support contracts. We have four of the six new servers configured and have begun moving workloads from the old hardware to the new hardware. The two remaining physical servers will be installed in Warner Robins and Milledgeville data centers to provide redundancy for essential services at these locations.

## Cyber Security

The college has been exploring options for password management software. After discussions with different vendors, the college has procured Bitwarden licenses for employees who work with sensitive personal information. The licenses have been applied to our account, Single Sign-On has been configured for Bitwarden, and we have started the process of deploying software and assigning licenses to individual users.

The college has enabled a Data Loss Prevention (DLP) module in our Microsoft 365 environment. This module will scan all outgoing emails and documents shared through Microsoft 365 for GLBA and FERPA data (Social Security Numbers, bank account information, etc.) and will warn users if the information is shared in an insecure manner. The system is currently in monitor mode but in the coming weeks we will enable the automatic encryption of any messages containing this information. Additionally, this module will alert security administrators if there is a high volume of sensitive information leaving our network through Microsoft 365.

# Special Events, Fundraising, Large Gifts, and Private Grants Update

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**Report Date:** February 28, 2024

**Meeting Date:** March 06, 2024

**Prepared By:** Tonya L. McClure, Associate Vice President for Institutional Advancement

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## Special Events

### New Hire Lunch with the President

- March 13 – 12 pm @ 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

### Administrative Professionals Appreciation Luncheon

- April 24
- Macon campus

### Donor Appreciation and Scholarship Banquet

- April 16 @ 6 pm
- Warner Robins Campus
- Appreciation event for top level donors and student scholarship recipients

## Large Gifts/Private Grants

### Requests

- Hyde Porter Trust
  - GAP funding – \$25,000 (pending)

### Recent Gifts

- Cantrell Center
  - \$5,000 – Men's basketball program
- Warner Robins Optimist Club
  - \$5,000 – Scholarship funding
- Robins Financial Credit Union Gift
  - \$5,000
- Flint Energies
  - Adult Education GED/Programming – \$5,500



## Special Projects

### AI Enhanced Robotic Manufacturing Studio Ribbon Cutting

- April 17 @ VECTR

### TCSG Leadership Summit

- April 29 – May 2, 2024
- Atlanta, GA

### CGTCF Graduation Reception

- May 3
- Plans are pending

## Institutional Effectiveness Update

### CGTC Board of Directors Meeting

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**Report Date:** February 27, 2024

**Meeting Date:** March 6, 2024

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

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#### Information Items

##### **Mission Review and Approval**

The State Board of the Technical College System of Georgia (SBTCSG) at its December 2023 meeting affirmed the College's mission statement with no comment or suggestions.

*Central Georgia Technical College, a unit of the Technical College System of Georgia, offers credit instruction, adult education, and customized business and industry training through traditional and distance education delivery designed to promote community and workforce development.*

The mission is published on the College's public website, in the Strategic Plan, and College Catalog for public, student, and CGTC personnel access.

##### **Accreditation: Internal Substantive Change Approvals** (Oct. 2023 – Feb. 2024)

- Surgical Technician Program – credit hour reduction of less than 25%
- Business Technology degree and diploma – adding programs derived from existing approved content at less than 25% new content (BT23 degree and BT12 diploma)
- Cyber Security Fundamentals TCC – adding a program derived from already approved content
- Certified Nurse Aide TCC – adding an already approved program at a site where similar programs are already approved
- Health Records TCC – adding a program that is derived from already approved content
- Nursing Bridge Program – expanding offerings of an already approved program at less than 25% new content
- Accelerated Nurse Aide TCC – short-term program derived from already approved content
- Accelerated Phlebotomy TCC – short-term program derived from already approved content

## Grants and Contracts Updates

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

Dept. of Transportation \$150,900

- Provides funding for tuition and fees to support military-affiliated students and underserved students enrolled in the Commercial Truck Driving program
- Progress to date: 66 grant-funded participants, 40 graduates, 37 obtained CDL

*Table 1: Participant Detail by Underserved Demographics*

| Participant Category                | Unduplicated Total | Underserved Demographics <sup>1</sup> |                 |           |
|-------------------------------------|--------------------|---------------------------------------|-----------------|-----------|
|                                     |                    | People of Color                       | Rural Residents | Females   |
| <b>Military-affiliated Students</b> | 20                 | 6                                     | 5               | 1         |
| <b>Underserved Students</b>         | 46                 | 33                                    | 16              | 14        |
| <b>Total</b>                        | <b>66</b>          | <b>39</b>                             | <b>21</b>       | <b>15</b> |

1 - One participant may fit multiple categories of Underserved Demographics.

### **Predominantly Black Institutions (PBI) Formula Grant Program**

Dept. of Education \$867,287 Year 2; \$2,825,731 total

Performance Period: October 1, 2021 – September 30, 2026

- Provides funding to improve the outcomes of Black American students, with a focus on the Early Childhood Care and Education (ECCE) program, and enhancements to wraparound student support services including the Library and Academic Success Center.
- Grant funded purchases included new instructional technology to upgrade the classrooms; supplies to create a mock children's room to exhibit room arrangement standards and practice STEM demonstrations; subscription to industry-specific professional development for program faculty; and acoustic room dividers to create group study spaces for the Libraries.
- Enrollment grew significantly in the new education pathway, General Studies Associate Degree with Education (EDUC) courses which are eligible for transfer through articulation agreements with multiple four-year institutions.

Fall 2023 (202412) – 2 students; Spring 2024 (202414) = 7

1 prospective graduate for the Spring semester

**Georgia-AIM:** A TCSG and CGTC Grant Project \$950,800 2-year seed funds (Year 2: Oct. 2023 – Sept. 2024; \$103,850) in collaboration with Georgia Tech's U.S. Economic Development Administration award (Oct. 2022 – Sept. 2026) \$65 Million

*Table 2: Demographics for the Manufacturing Industry Group*

| Term              | Total Enrollment | Total Credit Hours | Gender |        | Race                      |       |       |                                |         |                   | Ethnicity        |
|-------------------|------------------|--------------------|--------|--------|---------------------------|-------|-------|--------------------------------|---------|-------------------|------------------|
|                   |                  |                    | Male   | Female | Black or African American | White | Asian | American Indian/ Alaska Native | Unknown | Two or more races | Hispanic/ Latino |
| AY2022 (Baseline) | 531              | 7,857              | 498    | 33     | 143                       | 325   | 4     | 4                              | 2       | 11                | 43               |
| AY2023 (Year 1)   | 597              | 8,842              | 558    | 39     | 182                       | 341   | 4     | 1                              | 2       | 20                | 47               |

|  |     |       |     |    |     |     |   |   |   |   |    |
|--|-----|-------|-----|----|-----|-----|---|---|---|---|----|
| AY2024*<br>(Year 2)  | 559 | 7,267 | 369 | 37 | 119 | 239 | 2 | 2 | 1 | 7 | 36 |
| Note: AY2024 data is not final, enrollment is current through February 19, 2024<br>Source: Enrollment Dashboard, TES0901 |     |       |     |    |     |     |   |   |   |   |    |

The College participates with four other technical colleges to carry out activities in support of the Georgia AI Manufacturing (GA-AIM) Technology Corridor a statewide coalition (Oct. 2022 – Sept. 2026). CGTC equipped an Artificial Intelligence (AI) Robotics Lab and began the Robotics occupational program at the VECTR Center. The technical certificate of credit (TCC) program is in its second round of cohorts with the first cohort on schedule to graduate this Spring. Enrollment demographics for the TCC are listed below.

*Table 3: Demographics for the AI-Enhanced Robotic Manufacturing TCC (AE81)*

| Term                              | Total Enrollment | Gender    |          | Race                      |          |          |                                |          |                   | Ethnicity        |  |
|-----------------------------------|------------------|-----------|----------|---------------------------|----------|----------|--------------------------------|----------|-------------------|------------------|--|
|                                   |                  | Male      | Female   | Black or African American | White    | Asian    | American Indian/ Alaska Native | Unknown  | Two or more races | Hispanic/ Latino |  |
| Fall 2023<br>(202412)             | 9                | 9         | 0        | 4                         | 4        | 0        | 1                              | 0        | 0                 | 1                |  |
| Spring 2024*<br>(202414)          | 17               | 16        | 1        | 11                        | 5        | 0        | 1                              | 0        | 0                 | 2                |  |
| <b>AY2024*<br/>(Unduplicated)</b> | <b>17</b>        | <b>16</b> | <b>1</b> | <b>11</b>                 | <b>5</b> | <b>0</b> | <b>1</b>                       | <b>0</b> | <b>0</b>          | <b>2</b>         |  |

Note: Spring 2024 data is not final, enrollment is current through February 22, 2024  
Source: iNet 284 Semester Schedule of Classes & 321 Demographics with Email

The Manufacturing industry group includes the following Program Groups:

1. Automated Manufacturing Technology
2. Industrial Systems Technology
3. Instrumentation Technology
4. Machine Tool Technology
5. Welding and Joining Technology

**Strengthening Institutions Program (SIP) Grant** Dept of Education \$2,216,705  
Award Year 4

SIP supports various educational program delivery activities, instruction, and student supports. January – February SIP funds were expended to support:

- VECTR Robotics Lab \$3,496.96
- VECTR and CGTC CISCO Licensing contract \$47,481.00

## **Professional Development**

### **Titan Leadership Institute (TLI)**

TLI accepts nominations from each CGTC Division Vice President to form a cohort of scholars wishing to move into leadership roles. TLI provides its scholar cohorts with the opportunity to participate in a series of leadership and management discussions and trainings based on the TCSG Executive Leadership Academy model. TLI scholars learn about every aspect of TCSG and CGTC through a guest lecturer format. TLI scholars are encouraged to attend a scheduled Local Board meeting to gain first-hand knowledge from the Board in action. The following TLI scholars are scheduled to attend the March 6, 2024 Board meeting.

- Jessica Coats, Student Affairs Specialist, Enrollment Services
- Brittney Evans, Biology Faculty, Academic Affairs
- Crystal Jolly, MSI (Minority Serving Institutions) Special Projects Coordinator, Institutional Effectiveness
- Ashley Ray, Medical Assisting Program Chair, Academic Affairs
- Nakeisha Robinson, WIOA Career Advisor-Lead, Institutional Effectiveness

### **PD for Faculty, Staff, and Administrators**

The College provides ongoing professional development series in support of teaching and learning. Featured these few months is a series on the topic of A.I. (artificial intelligence) as growing concerns arise on the use of A.I. in education. CGTC participant count to date for the series is 252 individuals. The series includes information on the following.

#### **A.I. for US**

The landscape of AI is constantly and very quickly changing. Information contained in these sessions is provided to guide faculty and staff in the effective use of AI.

- Artificial Intelligence Introduction
  - Participants will be introduced to Artificial Intelligence topics targeted to assist them in determining how to plan for adoption and usage of AI in their educational environments as well as preparing their students for AI usage in their selected career fields.
- AI Teaching Tools
  - This session will further develop the use of AI (ChatGPT, BARD AI, and others) in classrooms and online by using the technology as a tool for learning. Five interesting uses of AI will be explored. Likewise, the session will discuss the ways one might prevent the use of AI and techniques for discerning an AI-created submission and one in a student's own words.
- Teaching AI Literacy
  - This session differs slightly; we've discussed using AI as a tool for learning previously, now how can we teach our students to use AI as their own learning tool as well as in their future career. Topics include ethics, evaluation of AI, and idea generation.
- What do We Do with AI?
  - This discussion session will revolve around the use of AI as a tool or the use of AI as a crutch. Is AI anything other than the next evolution of technology? I don't think anyone using Excel considers that they are cheating by not doing calculations with pencil and paper! Should students be able to use AI freely without clear guardrails? Was critical thinking involved when a student uses AI to solve an algebra problem? This session will politely and professionally discuss both sides to this challenge.
- AI in Student Careers

- This session continues the Artificial Intelligence series by discussing what AI will mean to students in their careers. We will discuss the use of AI in a variety of jobs and what we can teach our students about using AI in the workplace.
- AI Workshop
  - Join us on campus as we show the use of generative AI in the form of Google Bard and ChatGPT. This is a session for developing your AI “narrative” to dig into deeper responses from AI. This session is something of a continuation on the AI for US: Introduction to AI session.
- Using AI in the Office
  - We’ve discussed at great length the use of Artificial Intelligence in teaching and learning – but how might we use it in the office? Are there uses for AI to guide us and help us to be more efficient in office tasks? We will review the possibilities in this session.

## **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. Usage of the alert system continues to steadily increase. Although, the Spring semester is less than 50% complete, the TOC has already received more than 65% of the total alerts from Spring 2023.

*Table 4: Early Alerts – Spring to Spring Comparison*

| Term                  | Total Alerts Submitted | Unduplicated Students Alerted |
|-----------------------|------------------------|-------------------------------|
| Spring 2024 (202414)* | 993                    | 681                           |
| Spring 2023 (202314)  | 1,528                  | 1,027                         |

Source: TMS3116 Alert Status by College, as of February 23, 2024

## REACH Student Organization

The REACH Student Organization is hosting eight bi-weekly sessions during Spring semester. Each session is open to all students. REACH also offers mentorships (staffed by faculty/staff) and leadership development opportunities for REACH participants, with emphasis on Black males, to support academic success and preparation for the workforce after college.

Two REACH Mentors attended the 2024 MENTOR National Conference in Washington DC on January 24-26. Best practices from the conference will inform upcoming activities and processes. Attendees were Rolandria Tolbert, IE Program Specialist/ REACH Coordinator and Karen White, ASC Coordinator, Macon Campus.

Two new REACH Mentors were recruited for Spring 2024, Josette Hall, ASC Tutor, Macon Campus and Carnell Clark, WIOA Career Advisor, Warner Robins Campus

Three REACH active participants competed in the Skills USA Competition on Feb 22-24 in Atlanta, GA. Two students participated in the Interview Skills competition and one in the Prepared Speech competition.

REACH and Academic Support Services are hosting a Black History Month “Read In” activity. Students, faculty, and staff are invited to participate by presenting a literary piece from an African American author. The event will be hosted from the Warner Robins Campus with a livestream available via WebEx.

The CGTC REACH student organization was featured in Mentor Georgia’s newsletter *Weekly In-the-Know* on February 20, 2024, highlighting a student success story.

*Mattar Ali, Pictured below with his mentor, Karen White, and his tutor, Ashley Brooks, came to the United States from Tanzania and recently completed the Phlebotomy program at Central Georgia Tech. Through tutoring sessions, he advocated for himself and asked for help learning medical terms and techniques in English so he would be successful in the program. His mentor also helped him confront doubts about whether to continue in the program as one of the few men of color preparing to enter work as a phlebotomy tech.*

*“When disappointment, struggles, and fear would try and settle in his mind or thoughts, we would immediately redirect those feelings toward something positive and rewarding,” Karen wrote in January. “Mattar today walked across the stage to receive his pin as a graduate of CGTC’s Phlebotomy program. Mattar is a great example of how the ASC (Academic Success Center) staff, Phlebotomy faculty/staff, and the CGTC REACH organization collaborated to help this male student of color be successful and graduate.”*

*Congratulations, Mattar, and great work to our program peers at Central Georgia Technical College!  
#MentoringAmplifies*



*REACH participant, Mattar Ali, pictured with his mentor, Karen White, and his tutor, Ashley Brooks*

## WIOA (Workforce Innovation and Opportunity Act)

WIOA Career Advisors conduct career placement activities for participants enrolled in an eligible activity such as being enrolled in a WIOA approved occupational program, GED or high school. As of February, the Advisors are serving 158 total active participants. In addition to working with currently active students, follow-up activities are required to gather data on former participants for one year after they complete their program of study. Follow-up is carried out on a quarterly basis as defined by the Middle Georgia Workforce Development Board.

*Table 5: WIOA Active Participants*

| Active OSY (out of school youth) | Active Adult Participants | Active Dislocated Worker/QUEST Participants |
|----------------------------------|---------------------------|---|
| 62                               | 27                        | 69  |

## Outreach

WIOA Career Advisors attend college and community events as a means of conducting outreach. Attendance at the following events is scheduled.

- February 22<sup>nd</sup> - College fair at VECTR
- February 27<sup>th</sup> - Resource & Health Fair, Department Community Supervision in Macon
- February 29<sup>th</sup> - Career Fair at the Macon Mall
- March 12<sup>th</sup> - CGTC Resource Fair Milledgeville
- March 19<sup>th</sup> - CGTC Resource Fair Macon
- March 27<sup>th</sup> - CGTC Resource Fair Warner Robins

Career Advisors are increasing outreach efforts to enroll qualifying youth participating in Adult Education services and those participating in The CGTC Academy's Dual Achievement (DAP) and Career Plus High School (CPH) pathways. The WIOA Board at its February 20, 2024 meeting approved funding to support



academic success incentives of \$50 paid, as long as funding is available, to qualifying youth participants as they successfully complete all courses towards their program of study with a 3.0 or higher grade point average. After the meeting, it was recommended to also include those who move up one educational functioning level within a year if enrolled in Adult Education services. The \$50 payments will help incentivize youth participants to complete their educational objectives.



## Student Affairs Update

### CGTC Board of Directors Meeting

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**Report Date:** February 28, 2024

**Meeting Date:** March 6, 2024

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

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#### Career Services

Career Fairs are ongoing along with workshops to assist regional employers with hiring. The office has several activities and events that provide services to students to include Work Study Fair, Career Inventories, Transfer Tuesday, Resume writing and Interview skills.

All-Industry Career Fair, March 6<sup>th</sup> @ 10:00-1:00 WR campus at Larry Walker Arena

#### Campus Life

- Student Resource Fair March 12<sup>th</sup> Milledgeville, 19<sup>th</sup> Macon & 27<sup>th</sup> Warner Robins; 10:00am -12noon
- One winner from Skills Competition: Dylan Phillips in Automotive Service Tech, Silver medal
- Clubs and organizations regular monthly & bi-monthly meetings
- Disc golf course is being installed on the Warner Robins campus

#### Counseling/Wellness Department

March is National Self-Injury Awareness Month (it is deliberate non-suicidal behavior). 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. The weekly health challenge has been extended.

#### CGTC Academy Dual Achievement Program (DAP)

The team has entered this spring semester currently with 225 students. Continue to show growth in and out of the 11-county service area. Anticipating a little over 100 students participating in graduation ceremony

#### Athletics

Men and Women Basketball are gearing up for Conference Tournament play.

Men are #2 in the conference with a record of 9-4 and 14-13 overall.

Women are #3 in the conference with a record of 10-5 and 13-13 overall.

Soccer will sign their first recruits for women and men on March 8<sup>th</sup>.

Football is currently recruiting and signing players for the upcoming season.

#### Graduation

Friday, May 3, 2024 @ 7:00pm, Atrium Health Amphitheater