

Central Georgia Technical College

Local Board of Directors Meeting

AGENDA

Tuesday, April 9, 2024

The Lake Room - Houston Lake Country Club

100 Champions Way, Perry, GA 31069

10:30 a.m. – 11:00 a.m.

Call to Order

Dr. Avis Williams

Invocation and Pledge of Allegiance

Approval of Minutes

Dr. Avis Williams

Division Reports

- Academic Affairs - ACTION ITEMS
- Administrative Services
- Adult Education
- Economic Development
- Executive Vice President
 - Enrollment/Marketing/PR
 - VECTR Center
- Information Technology
- Institutional Advancement
- Student Affairs

Ms. DeAnn Nester

Dr. Michelle Siniard

Ms. Brenda Brown

Ms. Andrea Griner

Dr. Janet Kelly

Col. Don Layne

Dr. Brian Snelgrove

Ms. Tonya McClure

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, March 6, 2024

H Building Quads – Milledgeville Campus

54 Hwy 22 West, Milledgeville, GA 31061

10:30am – 12:00pm

In Attendance

Allen, Ivan

Briscoe, Charles

Brown, Brenda

Burks, Deborah

Coats, Jessica

Dietrich, Carrie

Durham, Shannon

Early, Marcus

Ellis, Rick

Evans, Brittany

Ferguson, Dorothy

Fitzgibbon, Skylar

Gordon, LaKeitha

Griner, Andrea

Gunn, Kim

Harmon, Al

Hart, Sam

Jackson, Craig

Jackson, Tatrabian

Jennings, Manse

Johnson, Cathy

Jolly, Crystal

Kelly, Janet

Kramer, Jay

Layne, Col. Don

Lucas, Brittany

McClure, Tonya

Nester, DeAnn

O'Neal, Kathy

Pace, Mike

Powell, Lindsey

Repzynski, Allison

Rivera-Thompson, JoBen

Robinson, Nakeisha

Scruggs, Jeff

Siniard, Michelle

Snelgrove, Brian

Steele, Danielle

Swann, Sabrina

Turner, Jackie

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 February meeting minutes were approved.

III. Division Reports

Ms. DeAnn Nester, VP for Academic Affairs, presented five new program requests for an Administrative Support Assistant TCC, a Microsoft Office Applications Professional TCC, an Assistant Office Manager TCC, a Social Media Specialist TCC, and a Practical Nursing TCC, as well as an AAS in Allied Health Professions for the Board to consider. A motion to approve was made by Mr. Manse Jennings and a second motion was made by Mr. Eric Wilson. The Board approved all action items unanimously.

IV. Adjournment

The Board of Directors meeting was adjourned at 11:51 a.m.

DRAFT

New Program Requests, Programmatic Accreditation Update, General Information

Report Date: April 3, 2024

Meeting Date: April 9, 2024

Prepared By: DeAnn Nester, Vice President for Academic Affairs

New Program Requests

(embedded TCCs within the Business Healthcare Technology degree and diploma)

Healthcare Billing and Reimbursement Assistant (HBA1) Technical Certificate of Credit

Healthcare Billing and Coding Specialist (HBC1) Technical Certificate of Credit

Healthcare Office Assistant (HFA1) Technical Certificate of Credit

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

Nursing Update

Grant Award

Georgia Master Teacher Experience

NEW PROGRAM REQUEST

HEALTHCARE BILLING AND REIMBURSEMENT ASSISTANT (HBA1)

Technical Certificate of Credit

Proposed Date of Implementation: Summer Semester 202416

Location: Warner Robins, Macon, Milledgeville Campuses and Online

Statement of Need for Program in the Service Area: This new Business Healthcare Technology technical certificate is designed to be embedded within the recently approved Business Healthcare Technology degree and diploma.

Program Description: The program provides instruction in medical facility reimbursement and compliance regulations.

Program Curriculum

HEALTHCARE BILLING AND REIMBURSEMENT ASSISTANT TCC			
Select one technology course (3 or more hours)			
COMP	1000	Introduction to Computer Literacy	3
or			
BUSN	1000	Computers in Healthcare	(3)
or			
HIMT	1151	Computer Applications in Healthcare	(4)
BUSN	1010	Medical Terminology, Anatomy, and Diseases for Business	6
or Terminology and Anatomy cluster (8 hours)			
MAST	1120	Human Diseases	3
Medical Terminology courses:			
BUSN	2300	Medical Terminology	2
or			
ALHS	1090	Medical Terminology for AHS	(2)
Anatomy courses:			
BUSN	2310	Anatomy and Terminology for the Medical Administrative Assistant	3
or			
ALHS	1010	Introduction to Anatomy and Physiology	(4)
or			
ALHS	1011	Structure and Function of the Human Body	(5)
BUSN	1015	Introduction to Healthcare Reimbursement	3
BUSN	2350	Electronic Health Records	3

or			
HIMT	1250	Health Record Content and Structure	(2)
BUSN	2375	Healthcare Coding	3
or			
HIMT	2375	Healthcare Coding	(3)
TOTAL HOURS			17

Admission Requirements: Placement measures in accordance with TCSG standards

NEW PROGRAM REQUEST

HEALTHCARE BILLING AND CODING SPECIALIST (HBC1)

Technical Certificate of Credit

Proposed Date of Implementation: Summer Semester 202416

Location: Warner Robins, Macon, Milledgeville Campuses and Online

Statement of Need for Program in the Service Area: This new Business Healthcare Technology technical certificate is designed to be embedded within the recently approved Business Healthcare Technology degree and diploma.

Program Description: Healthcare Billing and Coding Specialist program provides a basic short-term academic credential with the potential for future program credit. The curriculum provides advanced training in coding skills for persons wanting to progress in their occupations or who want to prepare for full-time or part-time employment in the medical field. The Healthcare Billing and Coding Specialist program provides basic training in anatomy, medical terminology, human pathology, insurance reimbursement, and diagnostic and procedural coding skills.

Program Curriculum

HEALTHCARE BILLING AND CODING SPECIALIST TCC			
Select one technology course (3 or more hours)			
COMP	1000	Introduction to Computer Literacy	3
or			
BUSN	1000	Computers in Healthcare	(3)
or			
HIMT	1151	Computer Applications in Healthcare	(4)
BUSN	1010	Medical Terminology, Anatomy, and Diseases for Business	6
or Terminology and Anatomy cluster (8 hours)			
MAST	1120	Human Diseases	3
Medical Terminology courses:			
BUSN	2300	Medical Terminology	2
or			
ALHS	1090	Medical Terminology for AHS	(2)
Anatomy courses:			
BUSN	2310	Anatomy and Terminology for the Medical Administrative Assistant	3
or			
ALHS	1010	Introduction to Anatomy and Physiology	(4)
or			
ALHS	1011	Structure and Function of the Human Body	(5)

ENGL	1010	Fundamentals of English I	3
BUSN	1015	Introduction to Healthcare Reimbursement	3
BUSN	1440	Document Production	4
BUSN	2400	Healthcare Procedural Coding	3
BUSN	2410	ICD Coding	3
BUSN	2420	Advanced Medical Coding	3
BUSN	2350	Electronic Health Records	3
or			
HIMT	1250	Health Record Content and Structure	(2)
TOTAL HOURS			30

Admission Requirements: Placement measures in accordance with TCSG standards

NEW PROGRAM REQUEST

HEALTHCARE OFFICE ASSISTANT (HFA1)

Technical Certificate of Credit

Proposed Date of Implementation: Summer Semester 202416

Location: Warner Robins, Macon, Milledgeville Campuses and Online

Statement of Need for Program in the Service Area: This new Business Healthcare Technology technical certificate is designed to be embedded within the recently approved Business Healthcare Technology degree and diploma.

Program Description: The Healthcare Office Assistant certificate is designed to provide educational opportunities to individuals that will enable them to obtain the knowledge and skills necessary to secure an entry level position as a receptionist in a physician's office, hospital, clinic, or other related area. Technical courses apply to the degree or diploma program in Business Healthcare Technology.

Program Curriculum

HEALTHCARE OFFICE ASSISTANT TCC			
Select one technology course (3 or more hours)			
COMP	1000	Introduction to Computer Literacy	3
or			
BUSN	1000	Computers in Healthcare	(3)
or			
HIMT	1151	Computer Applications in Healthcare	(4)
BUSN	1010	Medical Terminology, Anatomy, and Diseases for Business	6
or Terminology and Anatomy cluster (8 hours)			
MAST	1120	Human Diseases	3
Medical Terminology courses:			
BUSN	2300	Medical Terminology	2
or			
ALHS	1090	Medical Terminology for AHS	(2)
Anatomy courses:			
BUSN	2310	Anatomy and Terminology for the Medical Administrative Assistant	3
or			
ALHS	1010	Introduction to Anatomy and Physiology	(4)
or			
ALHS	1011	Structure and Function of the Human Body	(5)
ENGL	1010	Fundamentals of English I	3

BUSN	1440	Document Production	4
Select 10 hours from the courses below:			
HIMT	1250	Health Record Content and Structure	2
or			
BUSN	2350	Electronic Health Records	(3)
BUSN	1015	Introduction to Healthcare Reimbursement	3
BUSN	2340	Healthcare Administrative Procedures	4
XXXX	xxxx	Guided Elective	3
TOTAL HOURS			26

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, and the RAST team are preparing for the June 3 – 4, 2024 site visit.

ASHP – American Society of Health System Pharmacists

Dr. Sean Bailey received notification that the required progress report was received and will 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

Ms. Scruggs received notification that The Commission received the program's response to PDSVR, which will be reviewed at the July 9-10, 2024 Dental Hygiene Review Committee meeting and the August 8, 2024 Commission meeting. The program will receive a transmittal letter with the action taken by the Commission within 30 days of the August 8, 2024 meeting.

ASE – Automobile Service Excellence

Steve Waters, Program Chair for the Automotive Technology Program, submitted the reaccreditation application for the Milledgeville campus.

ACEN – Accreditation Commission for Education in Nursing

Ms. Willcox is preparing a letter of notification regarding the change from Practical Nursing (PN12) diploma program to Practical Nursing (PN21) certificate program beginning July 1, 2024.

CAPTE – Commission on Accreditation in Physical Therapy Education

Dr. Walker and Mr. Smith will attend workshops in preparation of understanding the new standards and are preparing for the 2025 site visit.

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

Dr. Wynne received notification of possible dates of late October - early November for the upcoming site visit.

General Information

- Nursing: (ASN Bridge Program)
 - The first cohort of 25 students for the Macon ASN Bridge Program received notification of selection last week.
 - 209 applicants
 - 62 eligible applicants
 - Max TEAS Score - 94.0
 - Min TEAS Score – 65.3
 - 25 applicants selected
 - Max TEAS Score - 94.0
 - Min TEAS Score – 79.3
- Grant Award Notification - Georgia Board of Healthcare Workforce Grant (GBHCW)
 - CGTC has been selected as a winner for the FY24 GBHCW Nursing School Grant.
- Georgia Master Teacher Experience (GMTE)
 - Select educators gathered for an exchange of learning, teaching, and philosophy. Participants shared experiences, strategies, and instructional methods in the quest to improve teaching. The focus of discussion and activities for the entire week was on innovations and problems of instruction in technical college education.
 - Sharoko Farley, Instructor of the Year and Commercial Truck Driving Instructor, and John Harvey, Business & Customer Services Instructor for Re-Entry Programs, attended the Georgia Master Teacher Experience held March 17 – 21, 2024 in Thomasville, Georgia. A representative of the GMTE planning team followed up with a comment that Mr. Farley and Mr. Harvey were “fantastic representatives for CGTC.”

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

	Annual Budget	Current Year Revenue	Current Year Receivables	Current Year Expenditures	Net Amount
01932	State Appropriation	28,720,800	21,540,594	20,001,042	1,539,552
01935	Economic Development	21,987	16,490	5,497	21,987
01938	Adult Ed State Funds	1,123,513	842,624	825,359	17,265
18000	CMVOST - CDL Grant	122,542	84,692	84,692	0
20482	IDEAS22-CGTC01	35,000	13,869	13,869	0
22018	Hope for Rural Central GA	236,503	265,212	263,143	2,069
23021	GA-AIM Phase 2	410,543	206,336	198,322	8,014
2421D	Federal Work Study Funds	316,407	131,356	131,356	0
2624A	Adult Ed Federal Funds	1,592,250	898,879	1,083,985	(185,106)
26425	CARES Act Institutional Relief	500,000	314,701	2,419	317,120
26991	VBOC Grant	431,732	318,191	304,267	13,924
28012	PBI Formula Grant	1,370,241	881,374	16,025	897,399
28128	DOE-Enhancing Capacity Plan	617,471	330,517	1,879	332,396
2831C	PBI - Project CAFÉ Action for Eq	834,111	492,279	9,466	501,745
3234B	Carl Perkins	1,720,463	938,385	450,492	1,388,877
33421	Ag Vets/NIFA - USDA Grant	167,139	165,444	14,036	179,480
35315	CCampus Grant	629,721	310,634	11,846	322,480
3554A	WIOA Adult	276,919	103,292	61,626	426,731
3554D	WIOA Dislocated Worker	467,915	197,031	60,923	136,108
3554Y	WIOA Youth	908,568	148,649	22,944	125,705
3Y025	GEERS2 CAN Grant	96,800	89,800	600	90,400
41830	GA-AIM State Match	144,324	72,576	8,070	80,646
48015	TCSG Foundation - Truist	65,038		14,552	14,552
55002	Live Work - Cosmetology	19,000	10,792	8,853	1,939
55004	Live Work - Auto Tech	18,000	11,260	4,177	7,083
55011	Live Work - Child Dev Ctr	250,000	363,356	476,465	(113,109)
55024	Live Work - Dental Hygiene	42,000	25,284	22,973	2,311
55029	Live Work - Diesel Mechanic	2,197	496		496
60001	Tuition	15,649,134	14,048,003	1,160,850	19,582,469
60005	GED Testing	65,000	22,191	214,878	(192,687)
60015	Miscellaneous	1,000,000	252,674	384,393	(131,719)
60030	Testing Center	90,000	80,289	54,041	26,248
60133	Misc Income Registration Fees	910,000	604,471	286,296	318,175
60134	Misc Income Application Fees	70,000			0
60135	Student Technology Fee	1,575,000	1,078,221	1,006,037	72,184
60136	Misc Student Fees	1,000,000	2,126,739	1,143,676	983,063
60300	Revenue Recovered	0	597,662		597,662
61001	Continuing Education	257,659	1,127,955	306,542	821,413
61002	Workplace Literacy	280,000		113,150	(113,150)
61003	Business & Industry General	865,000	558,426	378,568	179,858
61127	CLCP	19,200			0
61158	CDL Testing	8,500	12,100		12,100
61161	American Heart CTC	40,000	11,536	16,115	(4,579)
61181	Northrup Grumman Grant	15,000	15,000	8,798	6,202
61272	GDC Occupational Skills	1,239,647	851,506	1,083,505	(231,999)
61295	EOC Head Start	60,000			0

61299	CDC Building Fund	1,750,000	750,000			750,000
61335	A/E Miscellaneous				1,037,956	(1,037,956)
61337	Jones County A/L	20,000	20,000			20,000
62007	Concession Sales	65,000	76,841		78,823	(1,982)
90117	STABLE 4ward - Macon	68,142	68,142	50,633	118,775	0
90118	STABLE 4ward - Warner Robins	99,246	99,229	82,378	181,607	0
90130	GA Dept of Corrections		36,300			36,300
90360	Child & Adult Care Food Prog	64,448	38,389	44,931	83,320	0
90391	Bright from Start PreK Funds	278,009	231,055	16,250	247,305	0
90831	Nursing Program Expansion	449,569	449,569	5,900	455,469	0
95367	FY2021 MRR Bond	1,620,488	1,049,769	380,620	1,430,389	0
95373	FY2022 MRR Bond	80,803	66,560	18,286	84,846	0
95374	FY2022 Equipment Refresh	4,268		4,268	4,268	0
95386	FY2023 Aviation Equipment	36,565		24,074	24,074	0
95388	FY2024 Nursing Renov. Bond	245,000	7,347	170,558	177,905	0
95394	FY2023 MRR Bond	838,627	838,627		838,627	0
95395	FY2023 Equipment Refresh	332,452	331,254	555	331,809	0
95401	FY2024 Equipment Refresh	554,836	26,404	30,520	56,924	0
95406	FY2024 MRR Bond	933,018	78,555	194,884	273,439	0
96224	DHS/DFCS Training Grant	250,025	183,290		183,290	0
Grand Total		71,975,820	54,512,217	2,781,215	58,263,476	(970,044)

	Net to Date	(970,044)
	Prior Year Carry-over	<u>2,865,814</u>
	<i>Net Income, including Prior Yr Carry-over</i>	<u><u>1,895,770</u></u>

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

		FY2023			FY2024			FY24 vs. FY23
		Revenue	Expenditures	Net	Revenue	Expenditures	Net	Net Difference
01932	State Appropriation	20,504,481	17,997,661	2,506,820	21,540,594	20,001,042	1,539,552	(967,268)
01935	Economic Development			0	21,987	21,987	0	0
01938	Adult Ed State Funds	804,827	790,881	13,946	842,624	825,359	17,265	3,319
18000	CMVOST - CDL Grant	25,543	25,543	0	84,692	84,692	0	0
20482	IDEAS22-CGTC01			0	13,869	13,869	0	0
22018	Hope for Rural Central GA	162,984	162,984	0	265,212	263,143	2,069	2,069
23021	GA-AIM Phase 2			0	206,336	198,322	8,014	8,014
2424A	Federal Work Study Funds	24,890	24,890	0	131,356	131,356	0	0
24999	OSHA Susan Harwood Grant	36,897	36,897	0	-	-	0	0
2622A	Adult Ed Federal Funds	806,016	942,840	(136,824)	898,879	1,083,985	(185,106)	(48,282)
26425	CARES Act Institution Relief	1,741,954	1,741,954	0	317,120	317,120	0	0
26436	CARES Strengthening Inst.	783,099	783,099	0	-	-	0	0
26991	VBOC Grant	291,857	291,857	0	318,191	304,267	13,924	13,924
28012	PBI Formula Grant	510,401	510,401	0	897,399	897,399	0	0
28128	DOE-Enhancing Capacity Plan	419,276	419,276	0	332,396	332,396	0	0
2831C	PBI - Project CAFÉ Action for Eq.	498,672	498,672	0	501,745	501,745	0	0
2920W	ASE-Appreticeship State Expan.	7,188	7,188	0	-	-	0	0
3232B	Carl Perkins	1,365,875	1,365,875	0	1,388,877	1,388,877	0	0
33421	Ag Vets/NIFA - USDA Grant	175,181	175,181	0	179,480	179,480	0	0
35315	CCampus Grant	150,330	150,330	0	322,480	322,480	0	0
3551A	WIOA Adult	139,538	139,538	0	164,918	426,731	(261,813)	(261,813)
3551D	WIOA Dislocated Worker	79,330	79,330	0	197,031	60,923	136,108	136,108
3551Y	WIOA Youth	131,487	131,487	0	148,649	22,944	125,705	125,705
3Y025	GEERS2 CAN Grant	116,200	116,200	0	90,400	90,400	0	0
41830	GA-AIM State Match			0	80,646	80,646	0	0
48015	TCSG Foundation - Truist	37,891	37,891	0	14,552	14,552	0	0
55002	Live Work - Cosmotology	7,311	21,845	(14,534)	10,792	8,853	1,939	16,473
55004	Live Work - Auto Tech	10,759	4,717	6,042	11,260	4,177	7,083	1,041
55011	Live Work - Child Dev Ctr	360,802	439,619	(78,817)	363,356	476,465	(113,109)	(34,292)
55024	Live Work - Dental Hygiene	20,909	17,326	3,583	25,284	22,973	2,311	(1,272)
55029	Live Work - Diesel Mechanic		500	(500)	496	496	0	996
60001	Tuition	12,428,387	16,439,633	(4,011,246)	15,208,853	19,582,469	(4,373,616)	(362,370)
60005	GED Testing	19,453	203,429	(183,976)	22,191	214,878	(192,687)	(8,711)
60015	Miscellaneous	959,135	166,125	793,010	252,674	384,393	(131,719)	(924,729)
60030	Testing Center	98,898	98,898	0	80,289	54,041	26,248	(72,650)
60133	Misc Income Registration Fees	545,902	231,552	314,350	604,471	286,296	318,175	3,825
60134	Misc Income Application Fees			0			0	0
60135	Student Technology Fee	915,643	610,825	304,818	1,078,221	1,006,037	72,184	(232,634)
60136	Misc Student Fees	1,104,354	224,733	879,621	2,126,739	1,143,676	983,063	103,442
60300	Revenue Recovered			0	597,662		597,662	597,662
61001	Continuing Education	208,022	204,903	3,119	1,127,955	306,542	821,413	818,294
61002	Workplace Literacy	273,750	82,060	191,690		113,150	(113,150)	(304,840)
61003	Business & Industry General	538,846	606,220	(67,374)	558,426	378,568	179,858	247,232
61127	CLCP	13,422	13,422	0			0	0
61143	FAA	2,095	2,849	(754)			0	754
61158	CDL Testing	11,200	4,073	7,127	12,100		12,100	4,973
61161	American Heart CTC	13,430	9,619	3,811	11,536	16,115	(4,579)	(8,390)
61181	Northrup Grumman Grant			0	15,000	8,798	6,202	6,202
61272	GDC Occupational Skills	860,793	1,096,834	(236,041)	851,506	1,083,505	(231,999)	4,042
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		912,206	(912,206)		1,037,956	(1,037,956)	(125,750)
61337	Jones County A/L	20,000		20,000	20,000		20,000	0
62007	Concession Sales	60,609	82,402	(21,793)	76,841	78,822	(1,981)	19,812
90116	Ga Dept of Corrections Testing	13,500	12,000	1,500			0	(1,500)
90117	STABLE 4ward - Macon	146,016	113,675	32,341	118,775	118,775	0	(32,341)
90118	STABLE 4ward - Warner Robins	261,824	261,824	0	181,607	181,607	0	0
90130	GA Dept of Corrections			0	36,300		36,300	36,300
90360	Child & Adult Care Food Prog	70,884	75,892	(5,008)	83,320	83,320	0	5,008
90391	Bright from Start PreK Funds	224,663	235,477	(10,814)	247,305	247,305	0	10,814
90602	DOL Fatherhood	300	300	0			0	0
90831	Nursing Program Expansion			0	455,469	455,469	0	0
94358	DJJ Grant			0			0	0

95367	FY2021 MRR Bond	433,551	433,551	0	1,430,389	1,430,389	0	0
95373	FY2022 MRR Bond	1,485,740	1,485,740	0	84,846	84,846	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	24,074	24,074	0	0
95388	FY2024 Nursing Renov. Bond			0	177,905	177,905	0	0
95394	FY2023 MRR Bond	76,369	76,369	0	838,627	838,627	0	0
95395	FY2023 Equipment Refresh	92,794	92,794	0	331,809	331,809	0	0
95401	FY2024 Equipment Refresh			0	56,924	56,924	0	0
95406	FY2024 MRR Bond			0	273,439	273,439	0	0
96220	DHS/DFCS Training Grant	154,385	154,385	0	183,290	183,290	0	0
Grand Total		50,970,306	51,475,895	(505,589)	57,293,432	58,263,476	(970,044)	(464,455)

Net to Date	(505,589)	(970,044)	
Prior Year Carry-over	2,804,598	2,865,814	
<i>Net Income, including PY Carry-over</i>	<u>2,299,009</u>	<u>1,895,770</u>	<u>(403,239)</u>



Adult Education Update

CGTC Board of Directors Meeting

Report Date: April 3, 2024

Meeting Date: April 9, 2024

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

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

	Total Number Enrolled	Total Attendance Hours	Total Number of Measurable Skill Gains	Percentage Achieving Measurable Skill Gain	HSE Graduates*
FY23	1441	103,633	616	43%	142
FY24	1,735	130,110	784	44%	134

* 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	123	10,505	46	37%
ABE2 Beginning Basic Education	723	54,517	314	43%
ABE3 Intermediate Low	489	34,370	200	40%
ABE4 Intermediate High	104	5,453	55	53%
ASE1 Low	8	257.50	6	75%
ASE2 High	0	0	0	0
ESL1 Beginning Literacy	63	5,917	40	63%
ESL2 Low Beginning	72	6,320	37	51%
ESL3 High Beginning	57	4,613	32	56%
ESL4 Intermediate Low	36	3,181	19	53%
ESL5 Intermediate High	37	3,628	24	65%
ESL6 Advanced	23	1,347	11	48%
TOTAL	1735	130,109	784	45%

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 these reports.

County	Total Number Enrolled	Attendance Hours	EFL + HSE + IET Gains	% MSG	% of County with less than HSD
Baldwin	114	7,826	56	49%	13.5%
Bibb	737	40,271	393	53%	13.6%
Crawford	26	1,538	13	50%	16.9%
Dooly *	3	11	0	0%	19.5%
Houston	785	43,553	412	52%	7.4%
Jones	35	2,983	17	49%	8.3%
Monroe	26	1,805	10	48%	13.2%
Peach	23	2,671	13	39%	15.6%
Pulaski **	105	8,466	24	56%	20.5%
Putnam	75	5,840	55	73%	12.3%
Twiggs	14	11	7	50%	20.4%

* 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.

** There are 35 students enrolled from Pulaski County that are not at Pulaski State Prison,

AED Updates:

- March 5th AO/CGTC Academy Mini-mester Begins
- March 10th - 13th SETA 2024 Conference, Cherokee, NC
- March 14th MLA Retreat
- March 17th – 20th COABE Conference, Nashville, TN
- March 20th - 23rd Annual TESOL Conference, Tampa, FLA
- March 25th -27th TCSG 2024 EAGLE Leadership Institute and Outstanding Teacher of the Year (OTOY) Atlanta
- March 28th Ending Day for Class
- April 8th First for Class
- April 12th 3rd Quarter Data Quality Report
- April 15th TCSG Exploring the CCRS
- April 15th Badgr Training
- April 29th BEST Plus Training



Economic Development Update

CGTC Board of Directors Meeting

Report Date: April 3, 2024

Meeting Date: April 9, 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	16	32	2/29-3/5
	General Maintenance Procedures	5	24	3/8-3/12
	Production Environment Readiness	28	32	3/14-3/19
	General Maintenance Procedures	7	24	3/22-3/26
Graphic Packaging International – Perry	Forklift Training	6	8	3/6
DJJ Macon Youth Detention Center	Warehouse & Distribution	8	8	3/4-3/5
	120-hour Welding Program	6	120	3/12-4/19
Solenis LLC	Forklift Training	1	8	3/13
Clean Control Corp	Basic Leadership: Coaching and Mentoring	4	6	3/19
Buzzell Plumbing, Heating & AC	Basic Leadership: Coaching and Mentoring	1	6	3/19
Ortho Georgia	Basic Leadership: Coaching and Mentoring	1	6	3/19
Multiple Companies (28)	NEC Code Update (Electrical CE)	33	4	3/21

Continuing Education Courses Delivered:

Training Delivered	Number Trained	Length of Course (Hours)	Training Dates
Ed2Go Online Personal & Professional Training	5	Various	3/1 – 3/31
Ed2Go Online Career Training & Certification	2	Various	3/1 – 3/31
Driver's Education	11	30/6	3/1 – 3/31
Driver Training – Drive Only	3	6	3/1 – 3/31
Forklift Training	3	8	3/12
Forklift Training	5	8	3/13
NEC Code Updates (Electrical CE)	13	4	3/21

Certified Nursing Assistant Training Course (CNA Pathway Initiative w/ University of Georgia):

Number of Applications Received (1/2-3/15)	973 (includes duplications and incompletes)
Number of CNAs Registered	750
Number of Completed Courses (as of 3/31)	423
Number of Stipends Issued (as of 3/31)	307

DHS/DFCS Training Grant:

Training Delivered	Number Trained	Length of Course	Training Dates
FS 2020	30	112	3/6 – 4/5
FS 1000V	58	84	3/11 – 3/26
OCP 805	14	105	3/11 – 3/22
FS 1000V	17	84	3/26 – 4/12
FSGV 1020	44	105	3/27 – 4/24

Adult Education - IET (Truist) Grant:

Training Delivered	Number Trained	Length of Course	Training Dates
Forklift Training	7	8	3/20
Forklift Training	7	8	3/31

Industry Outreach:

- Graphic Packaging International – Houston
- GIGA – Bibb
- 361st Multi-Role Bridging Company (ARMY) – Houston
- Rescue Mission of Middle Georgia – Bibb
- Central Georgia Cancer Care, P.A. – Houston
- Perdue Farms – Houston
- Robins ALC – Houston

Community Outreach:

- Society of Human Resources Managers Meeting
- Twiggs County Public Schools Wellness Center Grand Opening
- Development Authority of Jeffersonville-Twiggs County-Leadership Retreat

- Robins Regional Chamber of Commerce Eggs & Issues
- Monroe County College & Career Academy Groundbreaking
- Regional Economic Development Meeting

Facilities:

- **Over 390 visitors utilized the facilities at the Warner Robins** campus during the month of March including Department of Family and Children Services, American Red Cross, Middle Georgia RESA, Delta Sigma Theta Sorority, RBI Benefits Training, Georgia Tech, Technical College System of Georgia, Robbins, Corse and Associates, Warner Robins Area Transportation Study, WR-ALC/Talent Acquisition Team, and Houston County Board of Elections.
- **Over 750 visitors utilized the facilities at the Macon** campus during the month of March including Middle Georgia Woodworkers Association, Department of Family and Children Services, Technical College System of Georgia, Macon Violence Prevention Collaborative, WinGAP, First Quality, Region V EMS-C, Baker Distributing, and Georgia Office of EMS and Trauma.
- **Over 250 visitors utilized the facilities at the Milledgeville** campus during the month of March including The American Red Cross, Floyd Griffin Campaign Kickoff, Ocmulgee Judicial Circuit Accountability, and The Chamber of Commerce.

Enrollment Services, Marketing, and Public Relations Update

Report Date: April 3, 2024

Meeting Date: April 9, 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 10,247.
- Trends for both net and gross numbers for the spring day to day comparison are positive
- GaDOC students will continue to be added through the end of the term

Spring NET	Overall	Credit	HS	DOC	DAP	CPH/AO
2023	9,095	4,592	3,827	481	166	29
2024	10,247	5,114	4,466	348	223	92
Difference	1,152	522	639	-133	57	63
Growth/loss	12.7%	11%	17%	-28%	34%	217%

Spring GROSS	Overall	Credit	HS	DOC	DAP	CPH/AO
2023	9,940	5,243	3,986	466	190	37
2024	11,287	5,936	4,611	352	270	115
Difference	1,347	693	625	-114	80	78
Growth/loss	13.6%	13%	16%	-24%	42%	211%

- Summer/Fall registration opened March 18, 2024

Pre-Enrollment Projection

TES0551

Projection Term: 202416
Comparison Term: 202316
College: Central Georgia Technical College
Summary/Industry Group: Total Enrollment

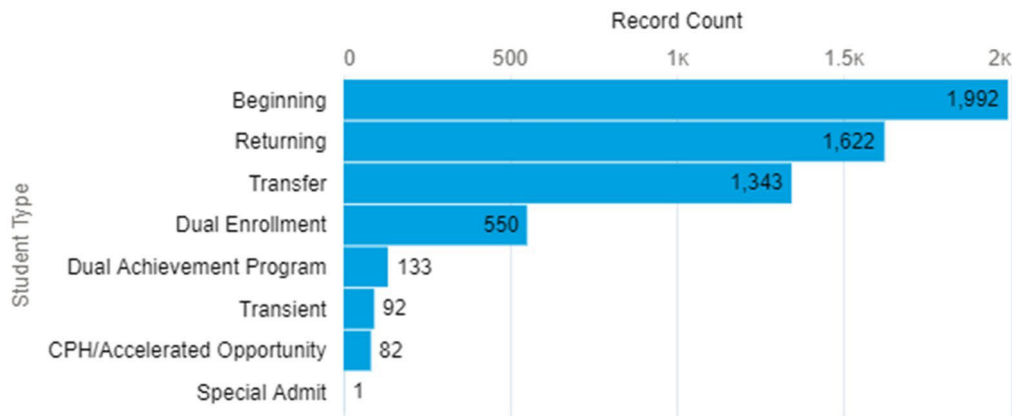
Category: Pre-Enrollment Count

Summary/Industry Group	Actual	Goal	% of Goal	Comparison Actual	% Change
Total Enrollment	2,154	4,517	47.7%	4,428	-51.4%

Admissions Acceptance for Spring 2024

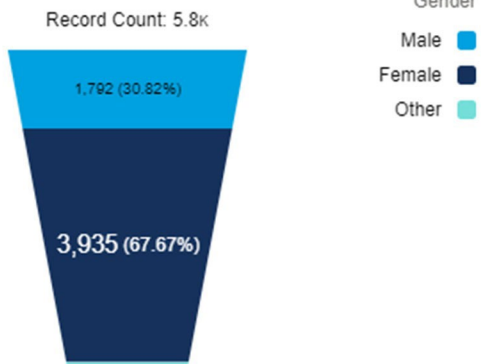
- More than 5,700 applications have been started for spring 2024
 - 1,259 remain incomplete (student owes documentation)

Applications by Student Type

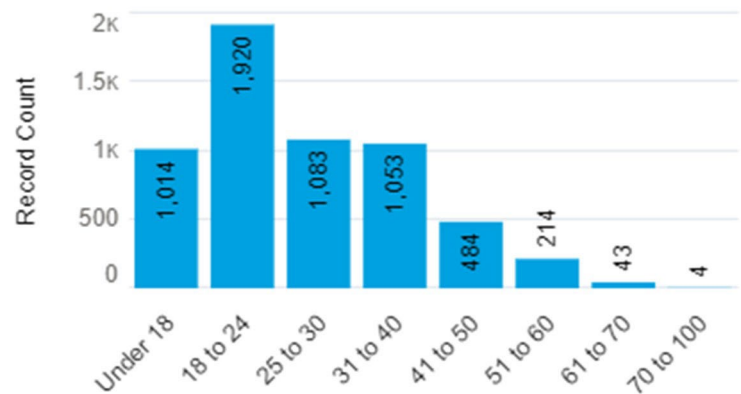


Applicant demographics:

Applicants by Gender



Applicants by Age



Top 15 Programs:

Rank	Program	Record Count
1	AS in General Studies	715
2	AS in Nursing	432
3	Business Management	330
4	Radiologic Technology	286
5	Practical Nursing	279
6	Early Childhood Care and Education	227
7	Cosmetology	226
8	Dental Hygiene	202
9	Commercial Truck Driving	185
10	Cybersecurity	170
11	Medical Assisting	159
12	AAS in Interdisciplinary Studies	112
13	Welding and Joining Technology	84
14	Computer Programming	79
15	Accounting	78

VECTR Update

Report Date: April 3, 2024

Meeting Date: April 9, 2024

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

Section I - VECTR Center Key Events this month:

- Met with potential new workshop presenter Gab Lord, Founder/CEO of Operation Bitcoin, to discuss the interest of a Digital Currencies Workshop for VECTR patrons on 3/6
 - After an interest survey was sent out the determination was made to hold an Intro Workshop in May.
- Hosted German/European Senior Military Officers, including Lieutenant General Dr. Ansgar Rieks (Deputy Chief of the German Air Force until 2023), and participants from Sweden, Austria, Great Britain, and Lithuania for a briefing and tour on 3/7.
 - The intention of the trip was to help participants recognize, understand and evaluate the interrelationships and problems of security, defense, military, social and economic policy as well as strategy/military strategy in an international context and their influence on security policy.
- Met with Houston Healthcare to discuss possibility of joining SkillBridge to help build workforce in middle Georgia on 3/7.
- Held initial meeting to discuss new Orthopedic Technology SkillBridge program to be held at VECTR on 3/8.
- Attended Carl Vinson VAMC Legal Event on 3/19.
- Met with CEO and board for Gratitude America and toured their Fort Valley property and future site of local Gratitude America location on 3/19.
- Hosted Gratitude America CEO and board for briefing and tour of VECTR on 3/20.
- Met with Mayor Denson of Toombsboro, GA to discuss Toombsboro's future Veterans Center site and what resources and advice we could offer on 3/20.
- Hosted VECTR's Spring 2024 Career Fair with 393 total attendees (36 employers/resources) on 3/26.
- Attended Fort Valley State University's Fab Lab Grand Opening Ribbon Cutting on 3/27.
- Hosted Houston County School District Career, Technical, and Agricultural Education (CTAE) Externship program participants for a briefing and tour of VECTR on 3/29.
- Lead the Golden Eagle Award scholarship interviews for both the JROTC and CTAE categories.

VECTR Center Key Updates this month:

- New Hires
 - Two new Coordinator Success Coaches will begin Monday, April 8th
- Rosie Project
 - Awaiting progress from community partners before moving forward.
- New SkillBridge Programs at VECTR
 - Aircraft Assembly and Repair Technician
 - Approved through SkillBridge
 - Process of hiring instructor
 - Electronics Technician
 - Approved through SkillBridge

- Process of hiring instructor
- Logistics Management Specialist
 - Approved through SkillBridge step 1. Working with department to collect all information to move into step 2 approval.
- Orthopedic Technology
 - Working with department

Section II – Customer Services provided by the VECTR Center:

Service Area	March 2024	AY 2024	August 2016 to Present
Career Coaching	31	257	4,706
Education	283	3,518	14,883
Community Resources	136	608	4,948
Education-Financing	2	56	3,056
Entrepreneurship	578	2,731	16,730
Testing Center	141	1,027	8,045
VA Health Enrollment	192	1,744	5,361
Veterans Service Officers (VSO)	652	6,056	71,051
WIOA	8	64	568
Other	820	7,291	29,973
Totals	2,843	23,352	159,321

Section III – VECTR Utilization this month:

Event Name	Organization	Location	Number of Attendees	Dates
78 th Air Base Wing (ABW) Communications Directorate Strategic Planning	Robins AFB	145	24	3/4
WRALC Mishap Investigation non-Aviation (MINA) Training	Robins AFB	152/144/145	40	2/26-3/8
Carl Vinson VA Medical Center Grant Writer Meet Up	Carl Vinson VA	136	4	3/4
CGTC CDL Interviews	CGTC	104/136	6	3/5
H4 Enterprises Job Interviews	Robins AFB	136	15	3/6
German/European Senior Military Officers	VECTR	145	20	3/7
WRALC Interviews	Robins AFB	104	20	3/7
Damon White (Veteran) Higher Level Appeal Meeting (Virtual)	Veteran/VA	136	1	3/7
Veterans Vocational Rehabilitation Client Meeting (VA VOC REHAB)	Carl Vinson VA	146	4	3/11
638 th Supply Chain Management Group (SCMG) Depot Supply Chain Management (DSCM) Face to Face	Robins AFB	152	30	3/11-3/15
116 th Air Control Wing (ACW) Supervisor Training	Robins AFB	144	40	3/12-3/14
VA VOC REHAB Client Meeting	Carl Vinson VA	104	3	3/13
CGTC CDL Interviews	CGTC	104/136	5	3/13
H4 Enterprises Job Interviews	Robins AFB	136	10	3/13
Air Force Life Cycle Management Center (AFLCMC) Interviews	Robins AFB	104	16	3/14
461 st ACW Resiliency Day	Robins AFB	144	25	3/15
Carl Vinson VA Medical Center Grant Writer Meet Up	Carl Vinson VA	136	4	3/15

CGTC CDL Interviews	CGTC	144	6	3/18
WRALC Interviews	Robins AFB	104	20	3/18
WRALC Interviews	Robins AFB	104	15	3/19
WRALC Interviews	Robins AFB	104	20	3/20
H4 Enterprises Job Interviews	Robins AFB	136	15	3/20
Air Force Life Cycle Management Center (AFLCMC) PM Trainee Monthly Meeting	Robins AFB	152	35	3/21
WRALC Interviews	Robins AFB	145	20	3/22
Veterans Affairs Supportive Housing (HUDVASH) Client Monthly Meeting	Carl Vinson VA	152	20	3/22
402 nd Maintenance Support Squadron (MXSS) Interviews	Robins AFB	104	14	3/22
CGTC Electrical Industry Advisory Meeting	CGTC	144	15	3/27
Defense Logistics Agency (DLA) Aviation Mission Partner Summit	Robins AFB	144/145	45	3/28
VA VOC REHAB Client Meeting	Carl Vinson VA	136	2	3/28
AFLCMC Team Strategy Meeting	Robins AFB	104	6	3/28
402 nd MXSS Interviews	Robins AFB	104	14	3/29
Houston County School District Career, Technical, and Agricultural Education (CTAE) Externship program	HCBBoE	152	14	3/29
Total			528	

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	2/13-5/31
Air Conditioning Technology	12	15 Weeks	2/13-5/31
Electrical Construction	12	15 Weeks	2/13-5/31
Industrial Systems Maintenance	0	15 Weeks	2/13-5/31
Welding	13	15 Weeks	2/13-5/31
CDL – Fall Cohort	7	6 Weeks	(12/4-12/12) 2/20-3/22
Cisco Networking	16	15 Weeks	1/9-5/2

Workshop Name	Trainer	Number Trained	Training Date
VECTR Resume Workshop	Donald Chambliss	1	3/4
Is Your Financial House In Order?	Prudential	2	3/4
VECTR Resume Workshop	Donald Chambliss	1	3/11
USAJobs Profile and Resume Workshop	Mark Rodriguez	4	3/19
Lunch & Learn: LinkedIn Budling & Networking Skills	Mercer	10	3/19
Making Resilience Your Superpower	Charmaine Turner – Exalting Wellness	5	3/22
USAJobs Profile and Resume Workshop	Mark Rodriguez	4	3/26
FAFSA Workshop	Georgia Military College	2	3/28
Total		29	

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

- **Counseling Sessions: 101**
- **Business Starts: 2**
- **Jobs Created: 1**

Event	Event Type	Location	Number Trained	Training Dates
Outreach – Women’s Business Discovery Day	In-Person	Robins AFB	25	3/5
Meeting with Columbia County GA Library	In-Person	Augusta, GA	2	3/5
Outreach – Veteran’s Breakfast	In-Person	MCLB Albany	30	3/6
Boots to Business	In-Person	Fort Eisenhower	23	3/6
National Women Veterans Pink and White Empowerment Summit	In-Person	Atlanta, GA	85	3/9
Veterans Curation Program	In-Person	Augusta, GA	6	3/11
Reboot	Virtual	VECTR	31	3/12
Outreach – HOH Amplify	In-Person	Fort Eisenhower	30	3/13
Boots to Business	In-Person	NSB Kings Bay	6	3/14
Intro to Beekeeping in the US	Virtual	VECTR	2	3/15
Reboot	In-Person	Calhoun State Prison – Morgan, GA	23	3/19
Boots to Business	Virtual	Fort Moore	17	3/19
Outreach – UGA Farm Stress Summit	In-Person	Jasper, GA	95	3/20
Boots to Business	In-Person	Hunter AAF	15	3/26
Boots to Business	In-Person	Fort Stewart	16	3/26
Reboot	In-Person	RICE – Atlanta, GA	38	3/29
Total			444	

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

Event Name	Event Type	Location	Number of Attendees	Dates
Pre-Separation Briefing	In-Person	Robins AFB	28	3/5
CSP Briefing	In-Person	Fort Moore	3	3/6
CSP Briefing	In-Person	Hunter AAF	42	3/13
CSP Briefing	In-Person	Fort Stewart	30	3/14
Pre-Separation Briefing	In-Person	Robins AFB	22	3/19
CSP Briefing	In-Person	Kings Bay	24	3/25
CSP Briefing	In-Person	Hunter AAF	21	3/27
CSP Briefing	In-Person	Fort Stewart	21	3/28
Total			191	

Information Technology, Instructional Technology, and Cyber Security Update

Report Date: April 4, 2024

Meeting Date: April 9, 2024

Prepared By: Dr. Brian Snelgrove, Chief Information Officer

General Information

A new employee to support the Macon campus has been hired and started their employment on April 1st. Ms. Tomia Harmon will have several weeks to train with Mr. Terry Green, who will be retiring on June 1st. Ms. Harmon will primarily support faculty and staff office technology but will assist with other projects as needed.

A re-cabling project in the Warner Robins Watson building is underway. This project will make network management easier while requiring less network equipment to support our current and future needs. We are currently focusing on the wing of the building that is closed for renovation but will expand to include the wing currently in use. We will work around class and college schedules to minimize the downtime for our faculty, staff, students, and guests.

Cyber Security

The Bitwarden project (password management) is well underway. Approximately half of the 150 users have been assigned licenses, and we continue to onboard users daily. The feedback received so far has been positive, and as users learn how to best utilize the software, we believe it will help ensure the security of college systems and data.

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

Report Date: April 3, 2024

Meeting Date: April 9, 2024

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

Special Events

Annual Golf Tournament

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

Administrative Professionals Appreciation Luncheon

- April 24
- Warner Robins campus

Employee Appreciation Lunch on the Run

- May 6
- All campuses

Board of Trustees Meeting

- May 23 @ 9 am
- Warner Robins Campus

Large Gifts/Private Grants

Requests

- Hyde Porter Trust
 - GAP funding – \$25,000 (pending)
- Central Georgia Medical Care Network
 - Allied Health initiative - \$100,000 (pending)

Recent Gifts

- 21st Century Partnership
 - \$20,000 – STEM related scholarships
- Buzzell Loudermilk Education Fund
 - \$10,000 – Scholarship funding

Special Projects

AI Enhanced Robotic Manufacturing Studio Ribbon Cutting

- April 17 @ VECTR

TCSG Leadership Summit

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



Student Affairs Update

CGTC Board of Directors Meeting

Report Date: April 2, 2024

Meeting Date: April 9, 2024

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

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.

Interview Skills session with Ocmulgee Judicial Accountability Court – April 11th.

Campus Life

- Bystander Training April 11th WR campus
- Food Pantry open to all students Tuesday & Thursday Macon campus
- Clubs and organizations regular monthly & bi-monthly meetings
- Disc golf course is now open on the Warner Robins campus

Counseling/Wellness Department

The month of April is Alcohol Awareness and Stress Awareness. 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.

Take Back the Night in partnership with Crisis Line & Safe House: April 18th WR campus and April 25th Macon campus, both events start at 6:00pm

CGTC Academy Dual Achievement Program (DAP)

The team has entered this spring semester currently with 230 students. Continue to show growth in and out of the 11-county service area. Anticipating a little over 100 students participating in graduation ceremony. DAP student Emily Betsill has been featured on 13wmaz: <https://www.13wmaz.com/article/news/local/georgia-sparks-fly-welding-job-high-school-central-georgia-technical-college/93-b9412226-6c48-450a-819b-4c8402afbb05>

Athletics

Women finished 2nd in the conference tournament.

Football, Soccer and Basketball are currently recruiting and signing players for the upcoming season.

Football championship ring ceremony will be happening soon.

Graduation

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