

Central Georgia Technical College

Local Board of Directors Meeting

AGENDA

Friday May 3, 2024

CGTC Suite – Atrium Health Amphitheater
3657 Eisenhower Parkway, Macon, GA 31206
06:00 p.m. – 06:30 p.m.

Call to Order

Dr. Avis Williams

Invocation and Pledge of Allegiance

Approval of Minutes

Dr. Avis Williams

Division Reports

- Academic Affairs - ACTION ITEM Ms. DeAnn Nester
- Adult Education Ms. Brenda Brown
- Economic Development Ms. Andrea Griner
- Executive Vice President
 - Enrollment/Marketing/PR Dr. Janet Kelly
 - 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

Tuesday, April 9, 2024

The Lake Room – Houston Lake Country Club

100 Champions Way, Perry, GA 31069

10:30am – 11:00am

In Attendance

Allen, Ivan

Brown, Brenda

Burks, Deborah

Griner, Andrea

Harmon, Al

Hart, Sam

Jackson, Craig

Kelly, Janet

McClure, Tonya

Nester, DeAnn

O’Neal, Kathy

Redding-Andrews, Karla (electronic)

Scruggs, Jeff

Siniard, Michelle

Snelgrove, Brian

Steele, Danielle

Williams, Avis

Wilson, Eric (electronic)

I. Call to Order

Dr. Avis Williams called the meeting to order at 10:35 a.m.

II. Approval of Minutes

The March meeting minutes were approved.

III. Division Reports

Ms. DeAnn Nester, VP for Academic Affairs, presented three new program requests for a Healthcare Billing and Reimbursement Assistant TCC, a Healthcare Billing and Coding Specialist TCC, and a Healthcare Office Assistant TCC, all of which are embedded within the Business Healthcare Technology degree and diploma, for the Board to consider. A motion to approve was made by Ms. Kathy O’Neal and a second motion was made by Mr. Sam Hart. The Board approved all action items unanimously.

IV. Adjournment

The Board of Directors meeting was adjourned at 11:15 a.m.

New Program Requests, Programmatic Accreditation Update, General Information

Report Date: April 29, 2024

Meeting Date: May 3, 2024

Prepared By: DeAnn Nester, Vice President for Academic Affairs

New Program Request

IEC Electrical Apprenticeship (IE11) 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

Practical Nursing “New Program” Update

Radiologic Technology Program Community Project

Surgical Technology Program to Participate in Houston Healthcare Event

NEW PROGRAM REQUEST
IEC ELECTRICAL APPRENTICESHIP (IE11)

Technical Certificate of Credit

Proposed Date of Implementation: Fall Semester 202512

Location: Macon Campus

Statement of Need for Program in the Service Area: The IEC Electrical Apprenticeship certificate program allows students to earn college credit and obtain a national certification by the US Dept. of Labor as an electrician. Employment of electricians is projected to grow 6 percent from 2022 to 2032, faster than the average for all occupations. About 73,500 openings for electricians are projected each year, on average, over the decade. Many of those openings are expected to result from the need to replace workers who transfer to different occupations or exit the labor force, such as to retire.

Program Description: The IEC Electrical Apprentice certificate program is designed to supply classroom instruction in the theories of electrical science. This instruction will serve as a complement to the hands-on electrical apprenticeship training and guidance students are receiving on-the-job with a qualified journeyman.

Program Curriculum

IEC ELECTRICAL APPRENTICESHIP TCC			
ELTR	1017	IEC Journeyman Electrician Apprenticeship 1-1	3
ELTR	1027	IEC Journeyman Electrician Apprenticeship 1-2	3
ELTR	1037	IEC Journeyman Electrician Apprenticeship 2-1	3
ELTR	1047	IEC Journeyman Electrician Apprenticeship 2-2	3
ELTR	1057	IEC Journeyman Electrician Apprenticeship 3-1	3
ELTR	1067	IEC Journeyman Electrician Apprenticeship 3-2	3
ELTR	1077	IEC Journeyman Electrician Apprenticeship 4-1	3
ELTR	1087	IEC Journeyman Electrician Apprenticeship 4-2	3
MINIMUM TOTAL HOURS			24

Admission Requirements: Placement measures in accordance with TCSG standards

Programmatic Accreditation Update

JRCERT – Joint Review Committee on Education in Radiologic Technology

Ms. Dugan, received notification from JRCERT acknowledging the completion of her Master's degree and acceptance of naming her as Program Chair from Interim Program Chair for the Radiologic Technology program on the Warner Robins campus. The WR RADT 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

The WR AUTT Team are preparing for an on-site visit for the Warner campus as we move back into the renovated spaces.

ACEN – Accreditation Commission for Education in Nursing

Ms. Willcox submitted the letter of notification regarding the change from Practical Nursing (PN12) diploma program to Practical Nursing (PN21) certificate program on April 15, 2024.

CAPTE – Commission on Accreditation in Physical Therapy Education

Dr. Walker and Mr. Smith are continuing to prepare for the 2025 site visit.

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

Ms. Gunter has confirmed October 25, 2024 for the site visit. This visit will be hybrid with one site visitor in-person at the campus and one site visitor participating via Zoom.

General Information

- Practical Nursing Program (PN21) Information Sessions
 - The Milledgeville campus session was held on Tuesday, April 23, 2024 with 25 in attendance
 - The Warner Robins campus sessions were held on Thursday, April 25, 2024 with a
 - Morning session with 24 in attendance and a
 - Afternoon session with 32 in attendance
 - The Macon campus sessions will be held on Monday, April 29, 2024 with a
 - Morning session,
 - Afternoon session, and
 - Evening session
- Radiologic Technology graduates donated scrubs to the Daybreak Day Resource Center in Macon. Daybreak provides support services and a warm welcome refuge to those affected by homelessness.
- The Surgical Technology Department has been asked to participate in an event at Houston Healthcare for HHC staff who may be interested in furthering their careers by becoming a scrub tech. The tentative date for this event is for May or June. We are excited about this opportunity to share about CGTC programs and how we can help!

Adult Education Update

CGTC Board of Directors Meeting

Report Date: April 26, 2024

Meeting Date: May 3, 2024

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

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

	Total Number Enrolled	Total Attendance Hours	Total Number of Measurable Skill Gains	Percentage Achieving Measurable Skill Gain	HSE Graduates*
FY23	1,541	115,630	672	44%	186
FY24	1,817	140,153	812	45%	153

* 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	130	11,177	45	37%
ABE2 Beginning Basic Education	753	59,178	321	43%
ABE3 Intermediate Low	515	37,197	207	40%
ABE4 Intermediate High	112	5,874	62	55%
ASE1 Low	9	287	6	67%
ASE2 High	0	0	0	0
ESL1 Beginning Literacy	68	6,436	43	63%
ESL2 Low Beginning	74	6,801	41	55%
ESL3 High Beginning	59	4,841	33	56%
ESL4 Intermediate Low	36	3,385	19	53%
ESL5 Intermediate High	38	3,911	24	63%

ESL6 Advanced	23	1,426	11	48%
TOTAL	1,817	140,153	812	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	121	8,648	59	49%	14%
Bibb	788	44,576	408	52%	13.6%
Crawford	27	1,575	13	48%	16.9%
Dooly *	4	13	0	0%	19.5%
Houston	824	46,659	429	52%	7.4%
Jones	37	3,326	16	43%	8.3%
Monroe	21	1,957	11	52%	13.2%
Peach	37	8,236	19	43%	15.6%
Pulaski **	116	10,174	60	60%	20.5%
Putnam	79	6,397	55	70%	12.3%
Twiggs	14	7	7	50%	20.4%

* There are 14 students living in Dooly County enrolled from Dooly County who attend classes with instructors located in other counties. Students are counted in the county where the instructor is located.

** There are 40 students enrolled from Pulaski County that are not at Pulaski State Prison.

Success Story



Jepthe Nkwanmen is a 34-year-old student from Camroon. He has been in the United States for eight months and has been working to bring his wife and children over to the US with him. He participated in our one-week Forklift Fundamentals IET cohort in 2023. Mr. Nkwanmen proved to be a leader in class thereby motivating his classmates throughout the duration of the cohort.

Jepthe has obtained full-time employment, with benefits, at Lowe's Home Improvement. This job offer came about just a few months after he completed the one-week program. He has been there for six months. We are extremely proud of this young man and his success through our program. KUDOS

AED Updates:

- April 8th First for Class
- April 12th 3rd Quarter Data Quality Report
- April 15th TCSG Exploring the CCRS
- April 15th Badgr Training
- April 24th Professional Luncheon
- April 29th Best Plus Training
- April 28th – May 1st TCSG Leadership Summit
- May 3rd Graduation
- May 15th AO/CGTC Academy Summer Semester Begins
- May 28th AO/CGTC Academy Summer Mini-mester Begins

Economic Development Update

CGTC Board of Directors Meeting

Report Date: April 25, 2024

Meeting Date: May 3, 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	70	32	3/28-4/2
	General Maintenance Procedures	14	24	4/5-4/9
	Production Environment Readiness	43	32	4/11-4/16
	General Maintenance Procedures	9	24	4/19-4/23
GIGA, Inc	Forklift Training	1	8	4/9/24
GIGA, Inc	Forklift Training	3	8	4/11/24
Perdue	Forklift Training	2	8	4/11/24
Graphic Packaging International – Perry	Forklift Training	7	8	4/10
	Forklift Training	4	8	4/24
Armstrong World Industries	OSHA 10 – General Industry	11	10	4/10-4/11
	Forklift	11	8	4/10-4/11
DJJ Macon Youth Detention Center	10 Soft Skills	8	6	4/15-4/16
GDC - McEver Probation Detention Center	OSHA 10 – General Industry	20	10	4/17-4/18
Multiple Companies (40)	NEC Code Update (Electrical CE)	68	4	4/18
Elliott Machine Shop	Basic Excel	2	6	4/23 & 4/25
Nichiha, USA	Basic Excel	2	6	4/23 & 4/25
Johns Manville	Basic Excel	1	6	4/23 & 4/25
Rath, Inc	Basic Excel	2	6	4/23 & 4/25
Clean Control Corp	Basic Excel	1	6	4/23 & 4/25

Continuing Education Courses Delivered:

Training Delivered	Number Trained	Length of Course (Hours)	Training Dates
Ed2Go Online Personal & Professional Training	3	Various	4/1-4/30
Ed2Go Online Career Training & Certification	3	Various	Various
Driver's Education	12	30/6	4/1-4/30
Driver Training – Drive Only	5	6	4/1-4/30
Forklift Training	3	8	4/9/24
Forklift Training	1	8	4/11/24
NEC Code Update	10	4	4/28
Basic Excel	3	6	4/23 & 4/25

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 4/22/24)	490
Number of Stipends Issued (as of 4/22/24)	482

DHS/DFCS Training Grant:

Training Delivered	Number Trained	Length of Course	Training Dates
FS 1000V	30	84	4/9-5/3
FS 2010	29	112	4/9-5/3
FSGA 1020	15	105	4/15-5/10
OCP 805	17	105	4/15-4/26
OCP 805	5	105	4/29-5/10

Adult Education - IET (Truist) Grant:

Training Delivered	Number Trained	Length of Course	Training Dates
Forklift Training	6	8	4/18

Industry Outreach:

- Graphic Packaging International - Houston
- GIGA – Bibb
- Perdue Farms – Houston
- Elliott Machine Shop – Bibb
- Innovative Packaging – Baldwin
- City Electric – Houston & Bibb
- Lowes Electric – Bibb
- Warner Robins Building Supply – Houston
- Wilson Electric Company – Bibb
- Mayer Electric Supply – Bibb

Community Outreach:

- FIRST Robotics Competition
- Society of Human Resources Managers Meeting
- Milledgeville Workforce Summit
- Macon-Bibb County Industrial Authority Board Meeting
- Robins Regional Chamber of Commerce State of the Base
- Central Georgia Medical Care Network
- Perry Rotary Club Meeting
- Greater Macon Chamber of Commerce State of the Community
- Houston County Development Authority Board Meeting

Facilities:

- **Over 580 visitors utilized the facilities at the Warner Robins** campus during the month of April 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, WR-ALC/Talent Acquisition Team, WR-ALC/OBHA, WR-ALC – 402 CMXG, Houston County Board of Elections, Trinity School of Medicine and Houston County Volunteer Medical Clinic.
- **Over 450 visitors utilized the facilities at the Macon** campus during the month of April including Middle Georgia Woodworkers Association, Department of Family and Children Services, Technical College System of Georgia, Baker Distributing, Nichiha, USA, and Communities in Schools.
- **Over 300 visitors utilized the facilities at the Milledgeville** campus during the month of April including The American Red Cross, Milledgeville Police Department, Ocmulgee Judicial Circuit Accountability, Department of Juvenile Justice, Lakewood Capital Group and The Chamber of Commerce.

Enrollment Services, Marketing, and Public Relations Update

Report Date: May 2, 2024

Meeting Date: May 3, 2024

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

Enrollment

Spring Semester 2024

- Spring 2024 Enrollment is currently at 10,318.
 - Grades will roll next week; we do expect some fluctuation in the number due to late no-shows, but expect to stay above 10,300.

Spring NET	Overall	Credit	HS	DOC	DAP	CPH/AO
2023	9,148	4,592	3,827	532	168	29
2024	10,318	5,115	4,462	413	222	99
Difference	1,170	523	635	-119	54	70
Growth/loss	12.8%	11%	17%	-22%	32%	241%

Spring GROSS	Overall	Credit	HS	DOC	DAP	CPH/AO
2023	9,996	5,243	3,986	517	195	37
2024	11,360	5,937	4,611	415	270	120
Difference	1,364	694	625	-102	75	83
Growth/loss	13.6%	13%	16%	-20%	38%	224%

- TCSG Enrollment Summary Comparison Spring semester

College: Central Georgia Technical College
Term: Spring Semester 2024 (202414)

Change in Credit Enrollment from Previous Year

	Spring Semester 2023	Spring Semester 2024	Percent Change
Total Enrollment	9,152	10,310	12.7%
Credit Hours	65,570	74,899	14.2%
FTE (Full Time Equivalent)	4,371	4,993	14.2%
Full Time Enrollment	1,646	1,907	15.9%
Part Time Enrollment	7,506	8,403	12.0%

Total Enrollment	Total Credit Hours	Total FTE
10,310	74,899	4,993

Summer Semester 2024

- Enrollment goal: 4,517
- Summer/Fall registration opened March 18, 2024
- Actual summer enrollment as of May 2: 3,793
- Summer semester starts May 15, 2024

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

Category: Pre-Enrollment Count

Summary/Industry Group	Actual	Goal	% of Goal
Total Enrollment	3,744	4,517	82.9%

Category: Pre-Credit Hours

Summary/Industry Group	Actual	Goal	% of Goal
Total Enrollment	26,581	30,053	88.4%

VECTR Update

Report Date: April 26, 2024

Meeting Date: May 3, 2024

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

Georgia VECTR Center Monthly Report for April 2024

Section I - VECTR Center Key Events this month:

- Hosted tour for leadership team from 55 Combat Communications Squadron on 4/5
- Met with Center for Disease Control and Prevention to discuss possible partnership for programing directed to employees who are military affiliated on 4/12
 - Workshop set up for VBOC to present information on Boots to Business
- Concluded VITA Tax season in partnership with Mission United/United Way serving approximately 90 veterans on 4/15
- Met with Macon Bacon Baseball representative to discuss VECTR fundraising opportunity on 4/16
- Hosted AI Enhanced Robotics Manufacturing Ribbon Cutting Ceremony with approximately 75 attendees on 4/17
- Hosted briefing and tour for Titan Leadership class on 4/19
- Hosted Orthopedic Technology Advisory Board meeting on 4/19
- Attended Work for Warriors - Georgia networking event at Clay National Guard Center on 4/23
- Hosted briefing and tour for Warner Robins Rotary Club on 4/23
- Met with PINGeorgia to continue discussions for possible future partnership on 4/24
- Attended tour of Lindsey Student Support Center to discuss possible future partnerships and workshops for K-12 on 4/25
- Met with VetNet to discuss resource possibilities for students attending VECTR programs on 4/25

VECTR Center Key Updates this month:

- Rosie Project
 - Met with Middle Georgia Consortium to discuss partnership on project
 - Future meeting scheduled for 4/30
- New SkillBridge Programs at VECTR
 - Aircraft Assembly and Repair Technician
 - Approved through SkillBridge
 - Process of hiring instructor
 - Projected start date of October 2024
 - Electronics Technician
 - Approved through SkillBridge
 - Process of hiring instructor
 - Projected start date of October 2024
 - Logistics Management Specialist
 - Approved through SkillBridge

- Process of hiring adjunct instructor
- Projected start date of August 2024
- Orthopedic Technology
 - Approved by Advisory Board

Section II – Customer Services provided by the VECTR Center:

Service Area	April 2024	AY 2024	August 2016 to Present
Career Coaching	40	297	4,746
Education	229	3,747	15,112
Community Resources	102	710	5,050
Education-Financing	7	63	3,063
Entrepreneurship	324	3,055	17,054
Testing Center	122	1,149	8,167
VA Health Enrollment	229	1,973	5,590
Veterans Service Officers (VSO)	557	6,613	71,608
WIOA	8	72	576
Other	1,027	8,318	31,000
Totals	2,645	25,997	161,966

Section III – VECTR Utilization this month:

Event Name	Organization	Location	Number of Attendees	Dates
Warner Robins Air Logistics Complex (WRALC) Interviews	Robins	104	20	4/2
55 Combat Communications Squadron (CBSC) Strategic Offsite	Robins	144	20	4/5
WRALC Interviews	Robins	104	18	4/5
Veterans Affairs Supportive Housing (HUDVASH) Client Monthly Meeting	Carl Vinson VA	152	12	4/5
WRALC Interviews	Robins	145	22	4/9
Air Force Life Cycle Management Center (AFLCMC) Hiring Event	Robins	144, 145, 146, 104, 136	60	4/10
AFLCMC Product Data Services Project Management Review	Robins	152	25	4/10
AFLCMC Hiring Event	Robins	144, 145, 152, 146, 104, 136	60	4/11
WRALC Interviews	Robins	144, 145	45	4/12
First Quality Interviews	First Quality	104, 136	40	4/16
AI Enhanced Robotic Manufacturing Ribbon Cutting	VECTR/CGTC	152, Robotics	75	4/17
AFLCMC Program Manager Trainee Monthly Meeting	Robins	152	35	4/18
First Quality Interviews	First Quality	104, 136	40	4/18
HUDVASH Client Meeting	Carl Vinson VA	145	4	4/19
Carl Vinson VA Medical Center Writer Meet Up	Carl Vinson VA	136	3	4/19
CGTC Titan Leadership	CGTC	152	13	4/19
Headquarters Air Force Reserve Command (HQ AFRC) Financial Management Off Site	Robins	104	8	4/19
Orthopedic Technology Industry Advisory Board Meeting	CGTC	104	6	4/19
Veterans Vocational Rehabilitation Client Meeting (VA VOC REHAB)	Carl Vinson VA	146	3	4/22

Georgia Connections Academy State Testing	GACA	144, 145, 146, 152, 104	215	4/22-5/3
HUDVASH Client Meeting	Carl Vinson VA	136	3	4/25
Total			727	

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 – Spring 3 Cohort	8	6 Weeks	(3/21-3/29) 4/8-5/13
Cisco Networking	16	15 Weeks	1/9-5/2

Workshop Name	Trainer	Number Trained	Training Date
VECTR Resume Workshop	Donald Chambliss	1	4/1
USAJobs Profile and Resume Workshop	Mark Rodriguez	3	4/9
Lunch & Learn: Basic/Intermediate Excel	Mercer	25	4/16
VECTR Resume Workshop	Donald Chambliss	1	4/22
Workshop: Savings and Investing Basics	Prudential	8	4/24
Total		38	

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

- **Counseling Sessions: 56**
- **Business Starts: 1**
- **Jobs Created: 4**

Event	Event Type	Location	Number Trained	Training Dates
Boots 2 Business	In Person	Moody AFB	14	4/2
Outreach – Start UP Warner Robins Business Week	In Person	Warner Robins	173	4/8
Reboot	Virtual	VECTR	21	4/9
Boots 2 Business	In Person	MCLB Albany	4	4/11
Boots 2 Business	In Person	Fort Moore	20	4/16
Reboot – Military Spouse Pathways	Virtual	VECTR	5	4/17
Boots 2 Business	In Person	Kings Bay	TBA	4/25
Reboot	In Person	Augusta Medical Center Prison	TBA	4/26
Boots 2 Business	In Person	Fort Stewart	TBA	4/30
Total			237	

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	24	4/2
CSP Briefing	In-Person	Fort Moore	7	4/3
Pre-Separation Briefing	In-Person	Robins AFB	16	4/16
CSP Briefing	In-Person	Hunter AAF	22	4/24
CSP Briefing	In-Person	Fort Stewart	52	4/25
Total			121	

Information Technology, Instructional Technology, and Cyber Security Update

Report Date: April 30, 2024

Meeting Date: May 3, 2024

Prepared By: Dr. Brian Snelgrove, Chief Information Officer

General Information

Twice a year, we complete a Banner User Recertification process. All users with administrative access to Banner must be verified by their supervisors, and their access to Banner must be verified. We will be processing changes, disabling accounts, and updating access on Monday, May 6th. The bi-annual recertification process must be documented to comply with new audit requirements.

Cyber Security

All Bitwarden licenses have been applied and users have been invited to join the CGTC organization. Nearly 2/3 of the users have completed the Bitwarden account setup. Several “collections” have been created allowing users to share generic passwords with others in their department.

Institutional Advancement Update

CGTC Board of Directors Meeting

Report Date: April 22, 2024

Meeting Date: May 3, 2024

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

Special Events

Employee Appreciation Lunch on the Run

- May 6
- All campuses

Annual Giving Campaigns

- Internal: May 20 – 31
- External: May 27 – June 14
- More details forthcoming

Board of Trustees Meeting

- May 23 @ 9 am
- Warner Robins Campus

Annual Scholarship & Donor Appreciation Event

- June 11
- Warner Robins campus
- Invitations forthcoming

Large Gifts/Private Grants

Requests

- Central Georgia Medical Care Network
 - Allied Health initiative - \$100,000 (pending)

Recent Gifts

- Owen Barry Jones Memorial Scholarship Fund
 - \$10,000
- Buzzell Loudermilk Education Fund
 - \$10,000 – Scholarship funding

Special Projects

Disc Golf Course Grand Opening

- June 21
- Warner Robins campus

Macon Bacon Military Appreciation Game

- June 22
- Internal ticket sales support VECTR

Institutional Effectiveness Update

CGTC Board of Directors Meeting

Report Date: April 24, 2024

Meeting Date: May 3, 2024

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

Information Items

CGTC is required by our accrediting agency to post student completion data on our public website for Consumer reporting. The College chose to report its IPEDS (Integrated Postsecondary Education Data System) Completion Report which gives a snapshot of fiscal year outcomes by race/ethnicity as displayed in Table 1 below for fiscal year 2023.

Table 1. IPEDS Student Completion Results (July 1, 2022 – June 30, 2023)

	Men		Women		Total Students
	# Students	Total Awards	# Students	Total Awards	
US Nonresident	7	7	9	9	16
Hispanic/Latino	132	168	124	171	256
American Indian or Alaska Native	5	8	8	9	13
Asian	23	35	26	33	49
Black or African American	576	746	1,110	1,613	1,686
Native Hawaiian or Other Pacific Islander	5	6	0	0	5
White	880	1,144	844	1,232	1,724
Two or more races	50	55	64	82	114
Race and ethnicity unknown	6	6	4	8	10
Total Awards	1,684	2,175	2,189	3,157	3,873

GRANTS

New Grant Awards

Georgia Board of Health Care Workforce \$500,000.00 award to increase the number of graduates in the nursing field available to enter the workforce. Award is a one-year re-imbursement agreement. Funding will support activities to:

- Update and transform challenging course work within the LPN program
- Purchase up-to-date nursing instruction technology
- Provide professional development opportunities for faculty

New Grant Applications:

CMVOST (Commercial Motor Vehicle Operator Safety Training) Department of Transportation

Project funding requested in the amount of \$198,778 (across two years). Supports students (including military student) enrollment and participation in Commercial Truck Driving to increase available graduates to fill critical shortages in the field. Funding will support:

- Up to 110 Commercial Truck Driving student's tuition and fee costs
- Administrative support associated with grant management

VBOC (Veterans Business Opportunity Center) application in the amount of \$500,000 requested in support of veteran re-training instruction under the Small Business Administration's Boots to Business (B2B) program. Funding supports:

- Staff for grant oversight
- Instructor to provide veteran student training using B2B curriculum
- Instructor travel to Bases throughout Georgia
- Instructor professional development
- VBOC supplies and printing
- Administrative costs associated with grant management

What's Excellent about your Community College grant application through the Lumina Foundation requested in the amount of \$50,000 to enhance digital outreach and marketing efforts. Funding will support:

- New marketing technology
- Marketing staff professional development
- Marketing staff travel to College events outside the service delivery area

Grant Awards in Progress:

AmeriCorps VISTA

Corporation for National and Community Service \$68,646 in Year 5; \$474,116 total Performance Period: April 1, 2022 – April 19, 2025

- Provides funding for three VISTA Members to support anti-poverty efforts through TEAMS Outreach Center activities to increase post-secondary retention, graduation, and employment outcomes
- Two active VISTA Members (C. Curtis, K. Jones); Received approval to fill the vacant position effective July 2024
- Year 4 preliminary results indicate outcomes will exceed goals for the number of students served, improved job readiness, and credential attainment.

Table 2. AmeriCorps VISTA Project Outcomes – Year 4 (6-month point)

Performance Metrics	Goal	Outcomes	
	#	#	% of Goal
Number Served (unduplicated)	780	1,559	200%
# with Improved job readiness	320	578	181%
# Earning a credential	120	193	161%

Certified Nursing Assistant (CNA) Training Grant – Collaboration with Univ. of Georgia

GA Dept of Public Health \$1,006,497 subaward

Performance Period: December 1, 2023 – March 31, 2024

- Provides funding to create a CNA continuing education course for career development and engage 750 certified CNA participants in the training
- Launched course in late January and enrolled 750 participants by mid-March

Child Care Access Means Parents in School (CCAMPIS) Grant

US Dept. of Education \$438,697 annually; \$1,754,788 total

Performance Period: October 1, 2022 – September 30, 2027

- Provides funding for childcare tuition of Pell-eligible CGTC students, personnel, professional development, supplies, family resources, and accreditation expenses
- Year 1 Annual Performance Report (submitted February 2024) results indicate positive outcomes for student-parents receiving childcare tuition assistance.
 - Served 38 unduplicated Pell-eligible student-parents
 - 22 student-parent participants earned 38 credentials (9 degrees, 5 diplomas, and 24 technical certificates of credit)

Commercial Motor Vehicle Operator Safety Training (CMVOST) Grant

US Dept. of Transportation \$150,900 total

Performance Period: July 1, 2022 – September 30, 2024

- Provides funding for tuition and fees to support military-affiliated students and underserved students enrolled in the Commercial Truck Driving program
- Progress to date: 75 grant-funded participants, 40 graduates, 37 obtained CDL

Table 3. Participant Detail by Underserved Demographics

Participant Category	Unduplicated Total	Underserved Demographics*		
		People of Color	Rural Residents	Females
Military-affiliated Students	20	6	5	2
Underserved Students	55	47	18	18
Total	75	53	23	20

Note: One participant may fit multiple categories of Underserved Demographics.

DoD STEM grant – Collaboration with Ohio TechNet Defense Industrial Base Consortium

National Defense Education Program \$11 Million total; \$120,007 subaward

Performance Period: January 15, 2024 – August 31, 2025

- Provides funding to expand the adoption of Industry 4.0 technologies, foster collaboration and innovation, and support workforce training for Automation and Robotics.
- CGTC will develop and deliver four training courses identified as areas of training needs by the Warner Robins ALC on the topics of artificial intelligence, automation, and robotics

Enhancing Agricultural Opportunities for Military Veterans grant

US Dept. of Agriculture/ Grantee: STAG Vets, Inc. \$750,000 total; \$391,914 subaward

Performance Period: September 1, 2020 – August 31, 2024

- Provides funding for training Georgia's veterans to become agricultural technicians, agribusiness entrepreneurs, and/or independent farmers
- CGTC developed and offered Sustainable Small Farm and Agriculture Technician TCC at the Milledgeville Campus
 - 23 students enrolled, 247 credit hours earned, 11 program graduates
- Submission of final performance report projected by July 2024

GA-AIM Grant – TCSG Collaboration with Georgia Tech Research Corporation

US Economic Development Administration \$65 Million total; \$950,800 subaward

Performance Period: October 1, 2022 – September 30, 2026

- Provides funds for the Georgia AI Manufacturing facility and technology corridor to build a technical workforce training incubator and talent pipeline for autonomous and AI manufacturing technologies.
- Equipped an AI-Enhanced Robotic Manufacturing Studio at VECTR with a ribbon cutting scheduled for April 17, 2024
- Launched an AI-Enhanced Robotic Manufacturing Specialist TCC in Fall 2023
 - 9 students enrolled in the Fall cohort with 100% completing the TCC
 - 8 students enrolled in the Spring cohort

Increase & Diversity Education Abroad for US Students (IDEAS) grant

US Dept of State \$35,000 total

Performance Period: August 1, 2023 – July 31, 2025

- Provides funding to expand study abroad destinations, recruit targeted student populations, and improve professional development for faculty participating in study abroad activities
- First Quarterly report (submitted January 2024) indicated strong launch of project activities
 - 24 faculty and staff participated in a new professional development workshop "Introduction to Faculty-Led Study Abroad" during August 2023
 - Added Radiologic Technology and Practical Nursing to the programs participating in study abroad to St Vincent and the Grenadines (January 2024)
 - Enhanced Study Abroad outreach materials by adding images of underrepresented populations (including males and students of color) and messaging encouraging participation of limited-income and first-generation college students

Rural Postsecondary Education & Economic Development (RPED) Grant

US Dept. of Education \$488,525 total

Performance Period: December 31, 2021 – December 31, 2024

- Provides funding to improve outcomes for dual enrolled students from rural high schools
- Preparing Year 2 Annual Report for submission in April 2024

Table 4. RPED Grant Project Outcomes – Year 2

Performance Metrics for Dual enrollment students from rural high schools	Goal	Outcomes	
	#	#	% of Goal
Enrollment	1,288	1,384	107%
Earn Credential or Transfer to 4-year institution	200	336	168%
Obtain Internship, Apprenticeship, or Employment	100	127	127%

Strengthening Institutions Program (SIP)

US Dept of Education \$449,856 in Year 4; \$2,216,705 total

Performance Period: October 1, 2020 – September 30, 2025

- Provides funding to increase enrollment, retention, and completion rates of CGTC students with an emphasis on at-risk students, veterans, women, and men of color.
- Year 3 Annual Performance Report results indicate positive project impacts
 - 226 credentials earned through accelerated training at VECTR
 - 165 students engaged in work-based training through apprenticeships and internships, including 94 students enrolled at VECTR

Predominantly Black Institutions (PBI) Competitive Grant Program – Project CAFÉ

US Dept. of Education \$599,637 annually; \$2,998,185 total

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

- Provides funding to improve the outcomes of African American male students through the development of quality digital learning resources, increased access to wraparound student support services, and enhanced educational opportunities in STEM and Health Science programs
- Hosted the External Evaluator for a site visit (March 18-19, 2024) to conduct student focus groups and meet with faculty and staff
- Data collection for Year 2 reporting shows improved outcomes on project performance measures for African American male students in STEM and Health programs, including enrollment and persistence rates.
 - Unduplicated enrollment of African American male students in STEM and Health programs increased by 23%, from 810 in AY2022 (baseline) to 997 in AY2023, outpacing the 5% enrollment goal
 - Persistence rates for African American male students in STEM and Health programs improved by 3.8%, increasing from 60.1% in AY2022 (baseline) to 62.4% in AY2023, outpacing the goal of a 2% rate for annual growth

Predominantly Black Institutions (PBI) Formula Grant Program

US 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.
- Data collection for Year 2 reporting shows improved outcomes on project performance measures for African American students in the Early Childhood Care and Education (ECCE) program, including enrollment and persistence rates.
 - Unduplicated enrollment of African American students in the ECCE program increased by 107% from 200 in AY2022 (baseline) to 214 in AY2023, outpacing the 5% enrollment goal
 - Persistence rates for African American students in the ECCE program improved by 105%, increasing from 58% in AY2022 (baseline) to 60.9% in AY2023, outpacing the goal of a 2% rate for annual growth

Veterans Business Opportunity Center (VBOC) program

US Small Business Administration \$500,000 in Year 1

Performance Period: May 1, 2023 – April 30, 2028

- Provides funding for entrepreneurial training and assistance to transitioning military and veterans throughout Georgia
- Received approval to fill a grant-funded VBOC instructor position in February 2024
- Conducted 57 Boots to Business sessions and 10 Reboot sessions during Year 1
- Year 2 Continuation Application submitted April 2024

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. Continued efforts to increase retention are a collaborative effort between faculty, staff, and student support services. The TEAMS Outreach Center tracks data for any gaps in support offerings to ensure that the appropriate resource options are added to the student resources options.

Usage of the alert system continues to steadily increase. The number of alerts increased by 119% in Fall semester, from 2,056 in Fall 2022 to 2,444 in Fall 2023.

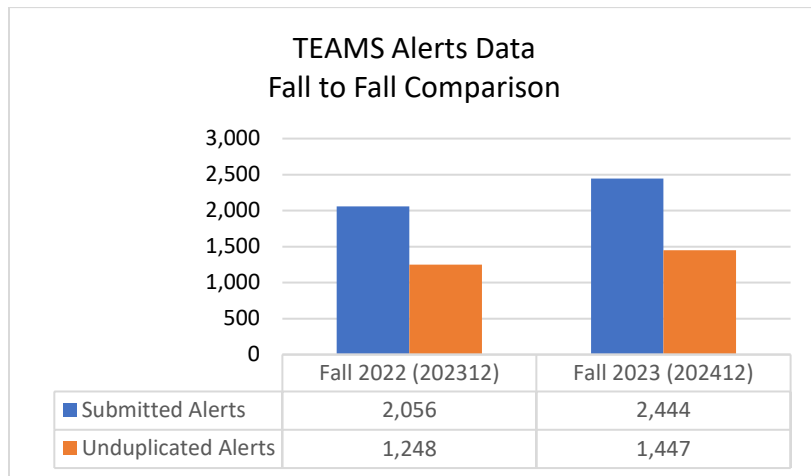


Figure 1.

Although, the Spring semester is just over 60% complete, the TOC has already received more than 98% of the total alerts from Spring 2023.

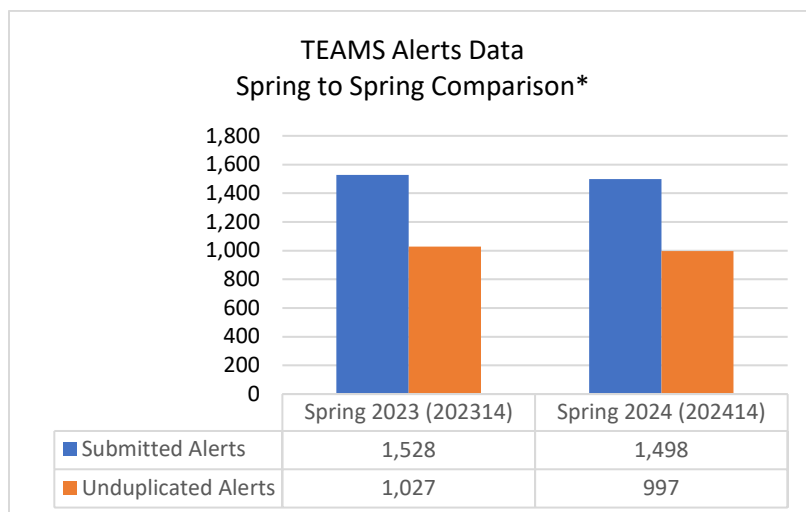


Figure 2. *Data current as of March 25, 2024

REACH Student Organization

The REACH Student Organization is hosting eight bi-weekly sessions during Spring semester open to all students. REACH also provides faculty/staff mentors and leadership development opportunities for male students of color to support academic success and preparation for the workforce after college.

Spring Semester participation, as of March 25, 2024

48 students have been assisted by the REACH Student Organization

40 male students of color participating in REACH activities

2 students utilizing REACH loaner laptop resources

Table 5. REACH Session Attendance Report - Spring Semester 2024

Students	Mentors	Guests	Session Dates	Event	Session Topics
15	6	3	18-Jan	M & G	REACH Introductory Session
13	6	5	23-Jan	SS#1	Navigating Blackboard & Tracking your Academic Success
13	9	12	6-Feb	SS#2	Tax Preparation
7	9	5	21-Feb	SS#3	Black History Read-In Program
7	7	6	7-Mar	SS#4	Candid Conversations - Hear My Story
13	7	8	21-Mar	SS#5	The College Experience - Hear Our Stories
			11-Apr	SS#6	Healthy Lifestyles
			25-Apr	SS#7	REACH Closing Session
68	44	39	TOTAL		

Carl D. Perkins Grant

FY2024 Perkins Carryover funds received in the amount of \$130,482.00. The carryover amendment was submitted on February 26, 2024 and approved February 29, 2024. Funding distribution by division/department is included in Table 1 and distribution Charts by division/unit and funding type follow.

Table 6. Allocation by Division

Division	Distribution
Academic Affairs	\$ 962,152.00
Executive VP/Enrollment Services	\$ 257,522.00
Institutional Effectiveness	\$ 92,221.00
Student Affairs	\$ 539,050.00
Total Allocation	\$ 1,850,945.00

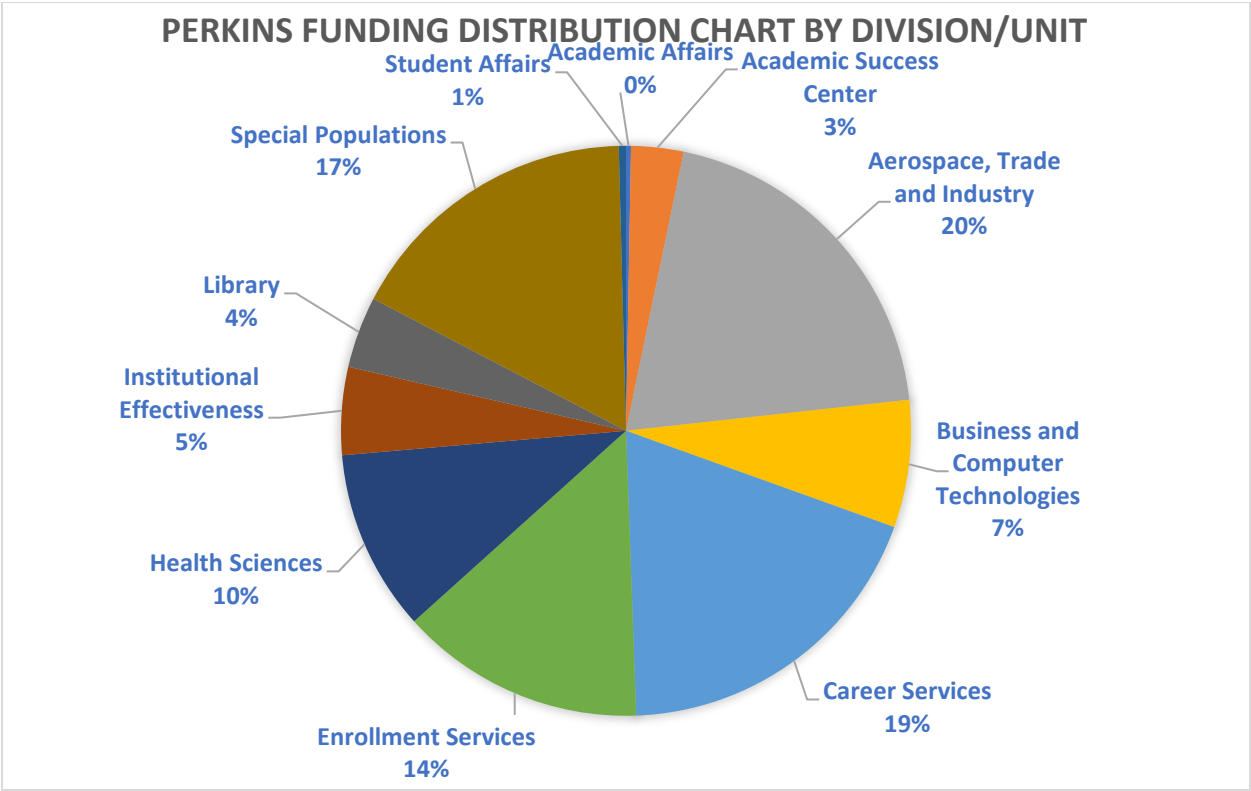


Figure 3.

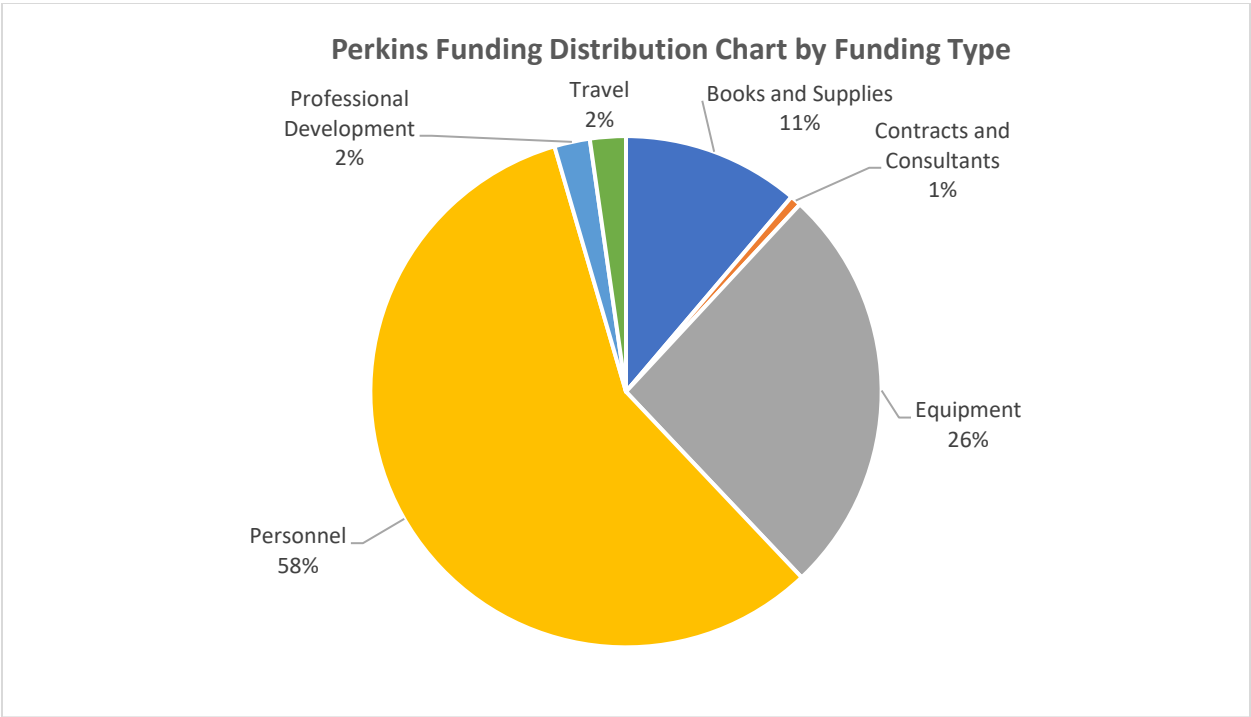


Figure 4.

The FY2025-2028 Perkins V Local Application has been developed and submitted to TCSG for review. The local application is based on CGTC’s most recent Perkins Local Area Needs Assessment (PLANAR) and describes the college’s future actions for the next four years. Perkins V requires that colleges submit a four-year local application describing how it intends to use Perkins funds to support CTE programs and activities.

As a part of the Perkins V Law States and Colleges are required to analyze their Perkins data and evaluate gaps in performance. Overall, CGTC met all 3 post-secondary CTE measures as shown in Table # below. A deep dive into the data provided information on where a particular measure was not met, more specifically, program performance under measure P2 and performance by specific population under measure P3

Table 7. Academic Year 2023 Perkins Measure Outcomes and Benchmarks

Measure	AY23 Rate	Benchmark
P1 - Graduate Placement	100%	95%
P2 - Graduation	69%	63%
P3 - Non-Traditional Concentration	20%	15%

Although some programs did not come within 90% of the institutional benchmark for non-traditional enrollment across AY22 into AY23, the improvement strategies deployed have increased rates. Normal time needed to make improvements and to determine if strategies deployed are viable is a three-year period. The AY2023 P3-Non-traditional Concentration results indicate application of prior-year stakeholder recommendations for improvement should be on-going. A variety of methods were used to collect feedback from students and faculty in separate focus groups and survey responses. Recent results, including perceived barriers and improvement activities are summarized below.

P2- Graduation

Student Barriers:

- Personal reasons
- Bookstore purchasing process
- Lack of communication between faculty and students
- Utilizing online instead of hard copy books causes undue stress
- Lack of empathy for student needs
- High cost associated with health program student participation

Faculty Barriers:

- Timely purchase of up-to-date equipment
- Lack of funding for technology
- Lack of funding supporting all full-time faculty professional development
- Students not responding to emails or faculty calls in time
- Students not reviewing their Degreeworks

Graduation Rate Improvement Activities:

- a) Provide robust advisor training in conjunction with Academic Affairs, the CARE Center, Health Science Coaches who serve as occupational advisors.
- b) Provide tutoring services for special population students encountering academic difficulty in academic and occupational courses.
- c) Provide up-to-date equipment and technology for under-performing programs and professional development for associated faculty and staff.
- d) Work with occupational student advisory committees to ensure curriculum and equipment meets industry standards.
- e) Provide books, tools, and equipment for student in occupational courses including those with special population students and students with disabilities.

P3- Non-Traditional Concentration

Student Barriers:

- Lack of Awareness of programs
- Faculty not offering activities in courses that relate to males in roles in non-traditional programs
- Lack of Awareness of jobs available in non-traditional fields
- Lack of proper advisement during admissions and orientations

Faculty Barriers:

- Keeping a student enrolled until 12 hours in credit are achieved
- Lack of understanding the terminology of non-traditional programs and under-represented gender students
- Lack of time to participate in external information sessions concerning non-traditional careers
- Lack of knowledge of student barriers

Non-Traditional Concentration Rate Improvement Activities:

- a) Offer non-traditional career fairs to promote enrollment in underrepresented gender fields and programs at CGTC.
- b) Offer aptitude assessments to students by helping students match individual skills with the skills needed for their program.
- c) Produce college-wide outreach materials such as media blasts, web content, flyers, banners, etc. to provide information about the societal and economic benefits of non-traditional careers for under-represented gender students and promote enrollment in non-traditional programs.
- d) Ensure proper new student advisement for program enrollment.

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, high school equivalency or high school diploma. As of March, the Advisors are serving 180 total active participants shown in the table below by funding category. 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. The following table shows performance data of WIOA participants for PY23 Quarter 1. Note: Measurable Skills Gain is a real time performance measure counted during the actual program year.

Table 8. PY23 WIOA Enrollees Report

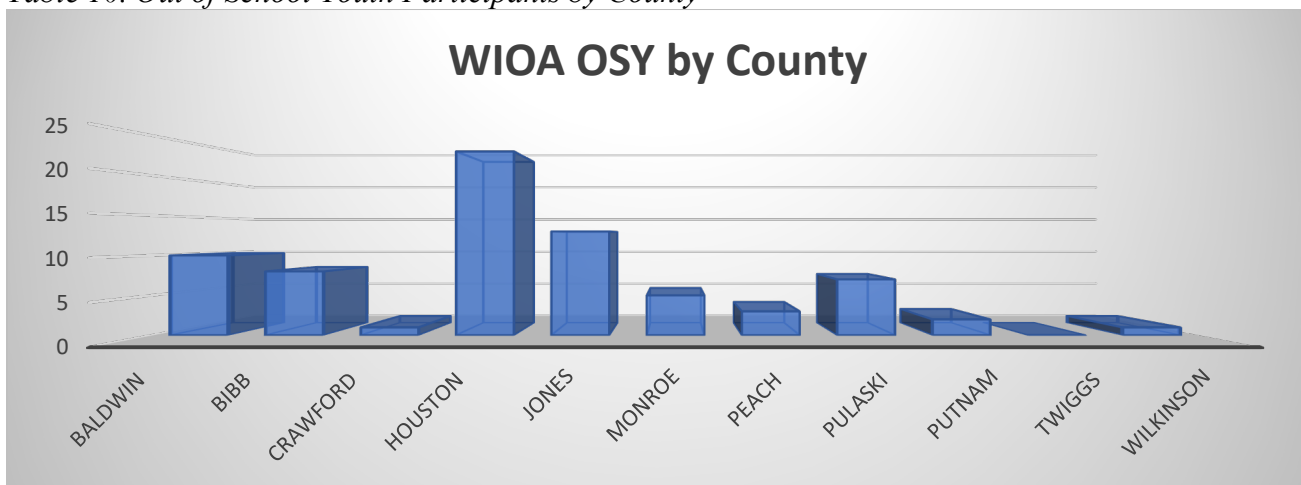
Funding	Active in Training	Job Search	Closures Entered	Exited	Total Enrollees Served
OSY (out of school youth)	73	14	3	0	90
Adult	27	2	1	4	34
Dislocated Worker/QUEST	80	13	3	5	124
Total Enrollees	180	29	7	9	248

Table 9. WorkSource Middle Georgia PY23 Performance Report 1st Quarter Only

Performance Measure	Goals and Performance		
	Actual Performance	Negotiated/ Middle Georgia Plan	% of Plan Achieved
ADULTS			
Entered Employment Q2	95%	81%	117%
Entered Employment Q4	94%	82%	115%
Credential Attainment	88%	80%	110%
Measurable Skills Gain	22%	56%	39%
Median Earnings Q2	\$12,717	\$8,735	146%
DISLOCATED WORKER/ QUEST			
Entered Employment Q2	47%	83%	56%
Entered Employment Q4	100%	82%	122%
Credential Attainment	100%	76%	132%
Measurable Skills Gain	14%	56%	26%
Median Earnings Q2	\$8,483	\$10,250	83%
YOUTH			
Entered Employment Q2	85%	60%	141%
Entered Employment Q4	71%	70%	102%
Credential Attainment	48%	55%	87%
Measurable Skills Gain	6%	38%	16%
Median Earnings Q2	\$4,461.41	\$2,900	154%

Beginning in FY24, out of school youth residing in Macon-Bibb County are eligible to be served by CGTC WIOA Career Advisors. The table below shows the distribution of active out of school youth participants by county. This number will continue to rise working in collaboration with Adult Education and the CGTC Academy and with support from successful former and current students. Two OSY from Macon-Bibb County completed a 5-week spring cohort of the Career Compass Academy on March 13th. They have both agreed to be featured on social media to bring awareness of student support resources available to out of school youth.

Table 10. Out of School Youth Participants by County



Outreach

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

- March 6th CGTC All Industry Career Fair, Warner Robins Campus
- March 21st One-Stop Partner Meeting/ Disability Awareness, Houston County Career Center (DOL)
- March 21st City of Perry Job Fair
- March 25th Peach County Workforce Development Center Motivational Monday
- March 26th VECTR Center Career Fair
- March 28th Goodwill Industries Career & Resource Expo, Macon
- April 9th Grad Finale, Milledgeville Campus
- April 10th Grad Finale, Macon Campus
- April 10th Macon AIM Family Counseling Center Case Managers Meeting
- April 11th Grad Finale, Warner Robins Campus
- April 12th RN Orientation for future students, Macon Campus



Student Affairs Update

CGTC Board of Directors Meeting

Report Date: April 26, 2024

Meeting Date: May 3, 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.

Campus Life

- Planning for fall semester activities and events.
- A renovated cafe area on Warner Robins campus is scheduled to open this month.

Counseling/Wellness Department

May is Mental Health Awareness Month. The department continues to conduct individual and group sessions to assist students and academic programs.

CGTC Academy Dual Achievement Program (DAP)

Continue to show growth in and out of the 11-county service area. For the academic year 2023-24, there are 102 graduates with an expectation of 100 students to participate in the graduation ceremony.

Graduation

Friday, May 3, 2024 @ 7:00pm, Atrium Health Amphitheater. Approximately 660 graduates will walk across the stage. The Honorable Mayor Lester Miller will be the commencement speaker. Dr. Belle Wheelan, President of SACSCOC will be in attendance.