



Central Carolina Technical College Area Commission Meeting Minutes

President's Conference Room
Main Campus

5:30 p.m.

March 21, 2024

MEMBERS PRESENT:

Paul Napper, Chairman
Christopher Lee, Vice Chairman
Bobby Anderson, Secretary
Abram Ludd (*Zoom*)
André McBride
Willie Mae Muldrow
Robbie Powers
Matthew Prince (*Zoom*)
Ray Reich
David Sanders

COLLEGE STAFF:

Kevin Pollock, President
Lisa Bracken, Vice President for Student Affairs
Misty Hatfield, Vice President for Institutional Advancement (*Zoom*)
Jason Tisdell, Vice President for Academic Affairs
Beth Young, Vice President for Business Affairs
Diana Reardon, Administrative Assistant to the President

MEMBERS ABSENT:

Meagan Kuhlman
Thoyd Warren

The meeting was held in accordance with the *Freedom of Information Act, Chapter 4, Title 30, Code of Laws of South Carolina.*

1. CALL TO ORDER AND WELCOME – Paul Napper

Upon the establishment of a quorum, Chairman Napper welcomed everyone and called the March 21, 2024, Central Carolina Technical College (CCTC) Area Commission meeting to order at 5:30 p.m.

2. INVOCATION

Ms. Muldrow delivered the invocation.

3. RECOGNITION OF GUESTS

Our Achieving the Dream (ATD) coaches, Nancy Ramsey and Eugene Jones, were in town for a visit and were introduced to commission members.

The Titan Success Team Co-Chairs, Dr. Sierra Neal, Executive Director of Enrollment Management, and Natalie Mahaffey, Dean of Arts and Science, provided a status update of the Strategic Enrollment Plan (SEP). Over the past year, the Titan Success Team has worked diligently on identifying planning priorities to increase enrollment and bolster retention at the college. The focus has remained on student success above all else. The three key priorities are: (1) Enhance Student Success: focus on advisement practices;

- (2) Customer Service Enhancement: implement registration, add/drop, purge and withdrawal best practices;
- (3) Community Relations: build stronger community relations within the four-county service area.

Daniel Kuzbary, Director of Institutional Research, provided an overview of the college's data dashboards that are available on the public website. Mr. Kuzbary demonstrated how to access this data and perform various searches that contain information about the college's student body, annual enrollment over the past eight years, program graduates and school/job placement.

4. APPROVAL OF MINUTES – Paul Napper

Chairman Napper entertained a motion to **approve** the minutes of the January 18, 2024, Area Commission meeting, as submitted. A **motion** was made by Mr. Reich and **seconded** by Mr. Lee. There was no further discussion. The minutes were **unanimously approved**.

5. APPROVAL OF CONSENT AGENDA – Paul Napper

5. A. REPORTS AND RECOMMENDATIONS

Chairman Napper entertained a motion to approve, object, or remove for discussion, any of the following items in the Consent Agenda:

- 5. A. 1. Institutional Advancement Report
 - a) Policy Revision, Directive 6.83 Grant Development and External Funding Proposals
- 5. A. 2. Academic Affairs Report
 - a) Policy Revision, Directive 6.10 Curriculum Development and Revision
 - b) Policy Revision, Directive 6.20 Faculty Role in Governance
 - c) Policy Revision, Directive 6.87 Student Evaluation of Instructor and Course
 - d) Policy Revision, Directive 6.88 Academic Program Review and Assessment
- 5. A. 3. Student Affairs Report
 - a) Policy Revision, Directive 6.33 Disability Services – Service Animals
- 5. A. 4. 2024-2025 Proposed Annual Goals

Mr. Reich commended the Marketing and Communications team on winning five gold educational advertising awards. Chairman Napper entertained a motion to **approve** the Consent Agenda as submitted. A **motion** was made by Mr. Lee and **seconded** by Mr. Anderson. There was no further discussion. The **affirmative vote** was unanimous.

6. FINANCE UPDATE – Beth Young

6. A. FISCAL YEAR (FY) 2023 – 2024 FINANCIAL STATEMENTS AS OF 02/29/2024

Ms. Young referenced the FY 23-24 Financial Statements as of 02/29/2024 that was provided in the materials booklet. Ms. Young is projecting that our revenue will be right as budgeted or slightly above when this budget year ends. As discussed in previous meetings, this is largely due to the fact that we originally budgeted a 10% decline and we are currently right above a 7% decline in enrollment. Also, our auxiliary enterprises has brought in additional revenue that was not budgeted. Expenditures are currently at 66% of our annual budget which is where we were at this point in time last year. Ms. Young is projecting that we will end this current budget year at approximately 95% of our budget.

6. B. CASH BALANCES AS OF 02/29/2024

Ms. Young referenced the Cash Balances as of 02/29/2024 that was provided in the materials booklet. At the end of February, our cash balances were at \$20,371,888 which is an 9% increase over our cash

balances at this same point in time last year. Ms. Young shared that she is investigating working with some of the local banks within our four-county area in order to take some of that excess money and put in back into some of our local banks as long as we can get the interest rates similar to what we already have. Ms. Young shared she is trying to capitalize our investment income as well as to give some of our funding to our local banks. If we can't find banks that can beat the 5.5% rate, Ms. Young would put more funds with the state treasurer.

6. C. FY25 PRELIMINARY BUDGET SCENARIOS

Dr. Pollock shared that we are not ready this meeting to present the budget for FY25 due to the State not finalizing theirs. The House allotted \$0 additional in recurring funds for higher education in their budget even though the South Carolina Technical College System (SCTCS) requested \$20M. The Senate will now work on their budget and it is speculated that they will add in funding for higher education. At the last SCTCS Presidents' Council meeting, Dr. Hardee mentioned that HEPI is currently 4%, and shared that 4% of all of the technical college's operating budgets comes out to approximately \$11M. If the State doesn't include funding for higher education in the budget, all of the colleges will need to increase tuition especially since we have not been able to increase tuition over the past few years. Dr. Pollock hopes to hear more information sometime in late April, and will update commission members as he hears.

Ms. Young shared the following expenditure assumptions: \$1,000 increase for salaries \$66,000 or less and a 1.5% increase in salaries for those above \$66,000, an 11.8% employer rate increase in benefit costs and an increase in departmental and operating costs. Dr. Pollock added that the Governor frequently shares that the State is funding higher education, particularly two-year schools, at a higher rate than ever before. However, most of those funds are pass through funds, meaning those funds are used for students if they are in a specific program designated by the State. That funding does not go towards operational costs.

6. D. ACADEMIC STUDENT SERVICES BUILDING UPDATE

Ms. Young reminded commission members that there is a live feed of the construction site on our website. There is currently an issue with the chiller lines that is being worked on. Ms. Young shared pictures of the progress made so far. The target completion date is May 2025, hopefully in time for the start of fall semester.

7. COLLEGE REPORT – Kevin Pollock

Dr. Pollock provided commission members with a list of upcoming events at the college which include: Awards Convocation on Thursday, April 25th at 6:00 p.m., Allied Health Pinning Ceremony on Thursday, May 2nd at 3:00 p.m., Nurses Pinning Ceremony on Thursday, May 2nd at 6:00 p.m. and our Commencement Ceremonies on Friday, May 3rd at 10:00 a.m. and 3:00 p.m. Dr. Pollock shared that our pinning ceremony venue has changed to the McLeod Health Auditorium. This is due to the Sumter Opera House not being available this year on the date that we reserved for these ceremonies. Our Dean of Health Sciences toured several facilities and due to financial constraints and logistical reasons, it was determined the best space to hold both pinning ceremonies is the McLeod Health Auditorium at our Health Sciences Center.

10. CHAIRMAN'S REPORT – Paul Napper

Chairman Napper shared that the House, Ways and Means are adamant that they don't want colleges to raise tuition. Chairman Napper shared that some of the other technical colleges have raised fees instead of tuition in order to help offset not raising tuition, but the House, Ways and Means committee knows which colleges have raised their fees. This year's budget will be tighter than last years.

Chairman Napper shared that it is time for the election of officers. Chairman Napper asked Ray Reich to chair a committee to bring forth a slate of officers to the May Area Commission meeting. Chairman Napper

asked Ms. Muldrow, Mr. Powers and Mr. Prince to serve on the committee. This will give representation from each county. Nominations will also be accepted from the floor.

9. EXECUTIVE SESSION

At approximately 6:13 p.m., Chairman Napper entertained a motion to go into executive session for the specific purpose of having a discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim. A **motion** was made by Ms. Muldrow, **seconded** by Mr. Sanders, and **unanimously carried** for the Area Commission to go into executive session. At approximately 6:29 p.m., Chairman Napper entertained a motion to come out of executive session. A **motion** was made by Mr. McBride, **seconded** by Mr. Prince, and **unanimously carried** for the Area Commission to come out of executive session. Chairman Napper reported that information was received; however, no action was taken during the executive session.

10. POSSIBLE ACTION AS A RESULT OF EXECUTIVE SESSION

A **motion** was made by Mr. Lee requesting the Area Commission to consider the following motion for action:

“I move that Central Carolina Technical College (CCTC) notify the Sumter School District in writing that (1) the college does not agree to any further extension of time for the District to substantially begin construction of the new Technical High School; (2) the District is asked to take all appropriate actions necessary to deed the subject project to CCTC within fifteen (15) calendar days; and (3) if the District fails to take such actions and notify the college accordingly within the foregoing time frame, CCTC reserves the right to take whatever measures it deems appropriate to compel this conveyance and to recover from the District all fees and costs associated with doing so.”

Mr. Reich **seconded** the motion. The **affirmative vote** was unanimous.

11. OTHER MATTERS – Paul Napper

There were no additional matters to discuss.

12. ADJOURNMENT – Paul Napper

There being no further business, Chairman Napper entertained a **motion, seconded** by Mr. Anderson to adjourn the Central Carolina Technical College Area Commission meeting at 6:30 p.m.

Respectfully submitted,

Bobby Anderson, Secretary

Diana Reardon, Recording Secretary