



Central Carolina Technical College Area Commission Meeting Minutes

President's Conference Room
Main Campus

5:30 p.m.

June 29, 2022

MEMBERS PRESENT:

Paul Napper, Chairman
Christopher Lee, Vice Chairman
Bobby Anderson, Secretary
Terry Hancock
Willie Mae Muldrow
Ray Reich
Jennett Towles-Mickens
Thoyd Warren

COLLEGE STAFF:

Kevin Pollock, President
Lisa Bracken, Vice President for Student Affairs
Misty Hatfield, Vice President for Institutional Advancement
Jeff Thomas, Vice President for Academic Affairs
Beth Young, Vice President for Business Affairs
Diana Reardon, Administrative Assistant to the President

MEMBERS ABSENT:

Andre McBride
Janice Poplin

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 June 29, 2022, Central Carolina Technical College (CCTC) Area Commission meeting to order at 5:32 p.m.

2. INVOCATION

Mr. Hancock delivered the invocation.

3. APPROVAL OF MINUTES – Paul Napper

Chairman Napper entertained a motion to **approve** the minutes of the May 19, 2022 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**.

4. CONSENT AGENDA – Paul Napper

4. 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:

4. A. 1. Institutional Advancement Report

4. A. 2. Academic Affairs Report

4. A. 3. Student Affairs Report

There being no objections, or requests to remove for discussion any of the items in the Consent Agenda, Chairman Napper entertained a motion to **approve** the Consent Agenda as submitted. A **motion** was made by Mr. Warren and **seconded** by Ms. Towles-Mickens. The **affirmative vote** was unanimous.

5. FY2023 AMENDMENT #1 BUDGET APPROVAL – Beth Young

Dr. Pollock began by explaining the decision behind moving the commission meeting up a few weeks. At the last commission meeting when tuition rates and the budget was approved there were several undetermined factors. The state budget has now been approved and we have more accurate figures. Secondly, when the state budget was passed, language was added as tuition mitigation for the technical colleges meaning, because the state is allocating extra funding for tuition, they do not want to see colleges raise tuition. Dr. Pollock read aloud a portion of Governor McMaster's letter that stated "This year marks the fourth consecutive year that we've froze college tuition for in state students while providing additional funding for needs based financial aid and any in-state or private college university and at our sixteen technical colleges." Dr. Pollock shared there seemed to be a misunderstanding or disconnect between what the legislatures believe we receive for mandated increases (100%) and the actual percentage we receive (25%). Dr. Pollock was able to express this concern, as well as others, with Speaker of the House Murrell Smith and Chairman Napper at a lengthy meeting that took place on our campus. Following this in-person meeting, Dr. Pollock emailed Speaker Smith a recap of all the topics that were discussed at the in-person meeting. Dr. Pollock shared that summer enrollment is up 13% in headcount and 10% in FTE, and fall enrollment is up 18% in headcount and 17% in FTE. Enrollment may not hold that high, but it is still on a positive trend. We should have some extra funds available due to the fact that the budget was built with flat enrollment. Dr. Pollock stated his preference would be to rescind the tuition increase that was approved at our last meeting and review the new balanced budget. If needed, the college can always look at tuition again in January, but Dr. Pollock feels we will be alright financially and this option would put the college on a better solid foundation with the legislatures.

Commission members discussed whether or not to send a letter to the technical college system asking them to follow up with our legislatures on the disconnect of how much we are actually funded for mandated increases. The general consensus was to wait and see discussions happen between the technical college system and the legislative delegation. If no movement is seen, then potentially a gentle reminder letter could be sent by the commission before the next legislative session.

Mr. Anderson **motioned** to rescind the \$10 tuition increase for the 2022-23 academic year. The motion was **seconded** by Mr. Reich. The **affirmative vote** was unanimous.

Ms. Young presented the information Dr. Pollock and Chairman Napper shared with Speaker Smith that illustrates the financial situation the college is in when we aren't funded at 100% for the mandated increases. Ms. Young shared we are hoping to work with legislatures to be 100% fully covered of the mandates next year or else we will need to look at a higher tuition increase. Again, because the budget is based on flat enrollment, it certainly is beneficial to our budget when enrollment increases. We are hopeful that we can continue on this positive trend. Ms. Young reviewed the updated budget amendment spreadsheet that was included in the commission packet. There was also discussion of the technical colleges having to provide 20% of new building costs. Speaker Smith and the technical college system will work on trying to reverse that rule. If they are able to do this, we may be able to use some of the funds we have set aside to help if our fund balance goes below the set 15%. Ms. Young shared that our current HEERF (Higher Education Emergency Relief Funds) dollars expire in May 2023. There is Supplemental American Rescue Plan funding that the college applied for, but we haven't received a decision yet.

Chairman Napper entertained a **motion** to approve the amended budget as submitted. A **motion** was made by Mr. Lee and **seconded** by Mr. Warren. The **affirmative vote** was unanimous.

6. FINANCIAL REPORT AS OF 5/31/2022

Ms. Young referenced the FY21-22 Operating Financial Report and Cash, Deposits and Investments as of 5/31/22 that was provided in the materials booklet. Total revenues are at 104% of the current year budget in comparison to 108% for the prior year. This is primarily due to the no cost tuition initiative which led to an increase in spring enrollment. Total expenditures are at 81% of the current year in comparison to 86% from the prior year. This is directly related to the reduction of the dual enrollment remission and exemption waiver as the fall semester used the federal COVID-19 funds to cover this cost. Petty cash has remained constant at approximately \$1,134 throughout the year.

Chairman Napper entertained a motion to **approve** the financial report as of 5/31/22 as submitted. A **motion** was made by Mr. Reich and **seconded** by Mr. Anderson. The **affirmative vote** was unanimous.

7. COLLEGE REPORT – Kevin Pollock

Dr. Pollock stated that we will share a presentation on Achieving the Dream (ATD) with commission members at the September meeting. We will discuss what ATD is, why we decided the join ATD, and what some of the initiatives are.

Dr. Pollock shared that he was approached by Representative Will Wheeler about the potential of renovating a building on Main Street in downtown Bishopville as more of a permanent Lee County campus. Dr. Pollock visited the site and the building is in bad shape. Lee County did a review of the building and it would take approximately \$5.7M - \$6.5M just to bring the building up to code and have it structurally sound. This amount of money wouldn't even make the building classroom ready. Dr. Pollock shared the headcount of our students from Lee County over the past five years averages between 4-5% of our total student population. We receive \$20K for our Scholars program and \$48K for our operating budget from Lee County. This new building is larger than what we would actually need, and we would have to maintain and operate the building as opposed to the space we are just renting now. Commission members discussed the idea of the county and/or city owning and operating the space, and the college potentially being a tenant. Another idea would be to have this location also house chamber of commerce and economic development similar to the setup at our Kershaw Campus with the city and/or county still having ownership over the building. Everyone agreed that our current location is very difficult to find. If anything, the college could look into a different building to have a better presence in Lee County. The college is looking into our program offering at Lee County and trying to find ways to improve. Dr. Pollock will setup a follow up meeting with Representative Wheeler to discuss this further.

8. CHAIRMAN'S REPORT – Paul Napper

Chairman Napper reminded commission members to complete their Agency Head Salary Commission (AHSC) surveys for Dr. Pollock's evaluation. Dr. Pollock's evaluation is due to the AHSC by August 15, 2022.

In closing, Chairman Napper asked the selection of officers nominating committee to provide a report. The following officers were recommended: Mr. Napper as Chairman, Mr. Lee as Vice Chairman, and Mr. Anderson as Secretary. Chairman Napper entertained a motion to accept the slate of officers. A **motion** was made by Ms. Muldrow and **seconded** by Mr. Anderson. The **affirmative vote** was unanimous.

9. EXECUTIVE SESSION – Paul Napper

At approximately 6:33 p.m., Chairman Napper entertained a motion to go into executive session to discuss a personnel matter. A **motion** was made by Mr. Anderson, **seconded** by Ms. Towles-Mickens,

and **unanimously carried** for the Area Commission to go into Executive Session. At approximately 6:56 p.m., Chairman Napper entertained a motion to come out of executive session. A **motion** was made by Mr. Anderson, **seconded** by Mr. Warren, and **unanimously carried** for the Area Commission to come out of Executive Session. Chairman Napper reported that information was received on a personnel matter; however, no action was taken during the Executive Session.

10. OTHER MATTERS – Paul Napper

There were no other matters to discuss.

11. 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 6:57 p.m.

Respectfully submitted,

Bobby Anderson, Secretary

Diana Reardon, Recording Secretary