



**Central Carolina Technical College
Area Commission Meeting Minutes**

President's Conference Room
Main Campus

5:30 p.m.

September 18, 2025

MEMBERS PRESENT:

Christopher Lee, Vice Chairman
Bobby Anderson, Secretary
Robert Kolb
Abram Ludd
André McBride
Robbie Powers (*virtual*)
Ray Reich
David Sanders (*virtual*)
Thoyd Warren

COLLEGE STAFF:

Jason Tisdell, Interim President
Cheryl Allen-Lint, Vice President for Business Affairs
Lisa Bracken, Vice President for Student Affairs
Misty Hatfield, Vice President for Institutional Advancement
Diana Reardon, Administrative Assistant to the President

MEMBERS ABSENT:

Paul Napper, Chairman
Meagan Kuhlman
Willie Mae Muldrow

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 – Christopher Lee

Upon the establishment of a quorum, Vice Chairman Christopher Lee welcomed everyone and called the September 18, 2025, Central Carolina Technical College (CCTC) Area Commission meeting to order at 5:30 p.m. Vice Chairman Lee welcomed the new Clarendon County Area Commissioner Mr. Robert Kolb.

2. INVOCATION

Mr. McBride delivered the invocation.

3. RECOGNITION OF GUESTS – Jason Tisdell

Mr. Tisdell introduced Michael Garvey from BHDP Architecture and Kelly Hosack from GreenbergFarrow (GF) who were in attendance to provide a high-level overview of the recently completed Academic and Facilities Master Plan highlighting the project's goals, findings and the importance of regional collaboration. Mr. Garvey emphasized the necessity of a new comprehensive master plan that aligns with the college's strategic objectives and addresses future development priorities. This plan focuses on academic and economic analyses, facility assessments, and enhancing the campus environment. Key findings indicated an aging population, stagnant growth, and

a shift towards healthcare professions, which are critical economic drivers. Mr. Garvey also pointed out the need to expand academic programs, particularly in healthcare fields, to address workforce gaps and adapt to community needs.

4. APPROVAL OF MINUTES – Christopher Lee

Vice Chairman Lee entertained a motion to **approve** the minutes of the July 17, 2025 Area Commission meeting as submitted. A **motion** was made by Mr. Anderson and **seconded** by Mr. Ludd. There was no further discussion. The minutes were **unanimously approved**.

Vice Chairman Lee entertained a motion to **approve** the minutes of the August 19-20, 2025 Special Called Area Commission meeting as submitted. A **motion** was made by Mr. Kolb and **seconded** by Mr. Anderson. There was no further discussion. The minutes were **unanimously approved**.

5. APPROVAL OF CONSENT AGENDA – Christopher Lee

5. A. REPORTS AND RECOMMENDATIONS

Vice Chairman Lee 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

5. A. 2. Academic Affairs Report

5. A. 3. Student Affairs Report

Vice Chairman Lee entertained a motion to **approve** the Consent Agenda as submitted. A **motion** was made by Mr. McBride and **seconded** by Mr. Reich. There was no further discussion. The consent agenda was **unanimously approved**.

6. FINANCE UPDATE – Cheryl Allen-Lint

6. A. FINANCIAL STATEMENT AS OF 8/31/2025

Ms. Allen-Lint referenced the Financial Statement as of 8/31/2025 which was provided in the materials booklet. She stated that tuition revenue has decreased by approximately 7% overall, whereas workforce development tuition has increased by 114%. This change is due to a prior year adjustment and the method of calculating revenue based on class days per year. County allocation revenue is at 3%, which aligns with last year. Regarding state appropriations, we are currently at 79%, compared to 73% at this time last year. This increase is due to additional funding received for insurance and cost-of-living adjustments. Regarding expenditures, we are currently at 16% compared to last year's percentage of 18%. Each line item is close to last year's budget with the exception of other operating costs. The prior year's budget did not include a contingency budget which is why last year's percentage was 72% compared to this year's percentage of 28%.

6. B. CASH AND INVESTMENTS AS OF 8/31/2025

Ms. Allen-Lint referenced the Cash Balances as of 8/31/2025 which was provided in the materials booklet. Ms. Allen-Lint noted that as of August 31st, the balance was \$19,833,800 compared to last year's amount of \$17,920,175 which is an increase of approximately 10%.

6. C. FY26 BUDGET AMENDMENT #3

Ms. Allen-Lint referenced the budget amendment document which was provided in the materials booklet. She noted that the amendment reflects the additional \$178,803 in revenue from state appropriations, as well as a decrease of \$65,000 in interest due to projections that we have been receiving from the bank. On the expenditure side, state insurance increased by \$45,246 due to the increase in our insurance premium based on the addition of our new building. Travel was also increased by \$65,000 for our professional development for faculty and staff. Additionally, the contingency line item increased by \$3,557, bringing the total increase in expenses to \$113,803.

Vice Chairman Lee entertained a motion to **approve** the FY26 Budget Amendment #3 as presented. A **motion** was made by Mr. Warren and **seconded** by Mr. Anderson. The affirmative vote was unanimous.

7. COLLEGE REPORT – Jason Tisdell

Mr. Tisdell reported on a recent meeting held with the college's Executive Leadership Team (ELT), Clarendon County Interim Administrator Sharmane Anderson, and staff from the F.E. Dubose Career Center. The meeting focused on maintenance issues and potential academic programming. Both parties expressed a desire to expand their facilities and offerings, but concerns arose regarding space allocation and safety, particularly with the high school population. The meeting aimed to clarify misunderstandings and foster a collaborative relationship moving forward.

Ms. Hatfield provided insights into the marketing budget, which totals \$262,021 for the current fiscal year. The department, comprising four staff members, primarily manages design and project work internally, with minimal outsourcing. Comparisons with other colleges showed that marketing budgets vary widely, with some institutions spending as little as \$115,000, while others, like Tri-County Technical College, have significantly higher budgets. Overall, the college's marketing expenditure aligns with national averages.

Ms. Hatfield provided an update on the upcoming decennial Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) reaffirmation visit scheduled for October 20 – 23.

Ms. Hatfield provided commission members with a copy of the 2025-2030 Strategic Plan.

Ms. Allen-Lint provided commission members with a copy of the college's capital projects.

Commission members were informed of a Sumter Chamber of Commerce Business After Hours event scheduled for Thursday, September 25th at 5:30 p.m. in the new Academic and Student Services building.

8. CHAIRMAN'S REPORT – Christopher Lee

Vice Chairman Lee provided a brief update from Chairman Napper. The SC Agency Head Salary Commission is scheduled to meet next week on either September 24th or 25th to review the salary request for Dr. Jennifer Wilbanks. Dr. Wilbanks will start on October 20th and Vice Chairman Lee recommended each commission member reach out to her and welcome her.

9. EXECUTIVE SESSION

There was no need for an executive session.

10. OTHER MATTERS – Christopher Lee

There were no other matters to discuss.

11. ADJOURNMENT – Christopher Lee

There being no further business, Vice Chairman Lee entertained a **motion, seconded** by Mr. Anderson to adjourn the Central Carolina Technical College Area Commission meeting at 6:43 p.m.

Respectfully submitted,

Bobby Anderson, Secretary

Diana Reardon, Recording Secretary