



**Date:** Monday, October 21, 2024, 4:45 pm  
Spartanburg Community College, Dr. Benjamin Snoddy Boardroom

**Subject:** Minutes from The Spartanburg County Commission for Technical and Community Education Meeting

**Attendees:** Chairman Keller, Secretary Hill, Commissioner Fowler, Commissioner Sarratt, Commissioner King, Commissioner Radford, Commissioner Hamrick, Dr. Mikota, Mr. Burroughs, Dr. Obi, Dr. Satterfield, Ms. Hughes, Mrs. Walker, Mrs. Painter, Mr. Aughinbaugh, Mrs. Harris, Ms. James, Commissioner O'Neill

**Absent:** Vice Chairman Bell, Commissioner Kennedy, Commissioner Anderson, Commissioner Smith, Mr. Burns

**Guests:** Mrs. Witney Fisher and Mrs. Amber Kreger

I. CALL TO ORDER

Chairman Keller called the meeting to order at 4:34 pm.

II. COMMISSION MINUTES

Chairman Keller presented the October 16, 2024, meeting minutes, which previously had been shared with the Members and asked if any Member had edits or questions. Hearing no amendments or objections, Chairman Keller asked for a motion to approve the minutes as written. Commissioner King motioned to approve the October 16, 2024, meeting minutes, Commissioner Hamrick seconded the motion, and all voted aye.

III. CONSENT AGENDA

Chairman Keller presented the Consent Agenda Items, which previously had been shared with the Members and asked if any Member had edits or questions. Hearing no amendments or objections, Chairman Keller asked for a motion to approve the Consent Agenda Items as presented. Commissioner Fowler motioned to approve the Consent Agenda Items, Commissioner Hill seconded the motion, and all voted aye.

IV. FINANCIAL REPORT presented by Ms. Melissa Hughes, Director, Finance

Revenues:

Curriculum = \$16,122,909 which reflects 47% of the budgeted amount

Continuing Education = \$501,214 which reflects 28% of the budgeted amount  
Auxiliary = \$1,295,772 which reflects 91% of the budgeted amount  
State = \$11,454,027 which reflects 83% of the budgeted amount  
State = Cherokee Allocation = \$1,307,816 which reflects 100% of the budgeted amount  
County = \$16,450 which reflects 0% of the budgeted amount  
Other = \$522,844 which reflects 40% of the budgeted amount  
Total Revenue = \$31,221,031 which reflects 46% of the budgeted amount

Expenses:

Full-time Salaries = \$5,768,275 which reflects 22% spent of the budgeted amount  
Full-time Fringe = \$2,710,393 which reflects 22% spent of the budgeted amount  
Part-time Salaries = \$994,674 which reflects 14% spent of the budgeted amount  
Part-time Fringe = \$258,615 which reflects 15% spent of the budgeted amount  
O&M Expenses = \$3,759,711 which reflects 19% spent of the budgeted amount  
Encumbrances = \$5,235,309 which reflects 26% spent of the budgeted amount  
Total Expenses = \$18,726,977 which reflects 28% spent of the budgeted amount

As of September 30, 2024, SCC received 46% of our budgeted revenues, which is a revenue increase of \$1,840,111 in comparison to September 30, 2023. There are no major issues regarding the budget. Expenditure as a percentage of the budget was 28%, which is the same as the previous year.

At the conclusion of the presentation, the floor was opened to questions, none were put forth. Chairman Keller asked for a motion to approve the Financial Report. Commissioner King motioned to approve the Financial Report, Commissioner Sarratt seconded the motion, and all voted aye.

V. OUR CHASE, TOGETHER presented by Mr. John Jaraczewski

Mr. Jaraczewski presented to the Commission the internal annual giving campaign: Our Chase, Together.

Topics of discussion were: Gift Designations, Emergency Relief Fund, Student Success Fund and Levels of Giving

At the conclusion of the presentation, the floor was opened to questions, none were put forth. Chairman Keller thanked Mr. Jaraczewski for the presentation.

VI. ENROLLMENT UPDATE presented by Mrs. Witney Fisher & Mrs. Amber Kreger

Mrs. Witney Fisher & Mrs. Amber Kreger presented an Enrollment Update.  
Topics of discussion were:

Enrollment Growth:

- Headcount has risen by 45% since 2019 from 4,633 to 6,704 students
- The College has averaged 3.2% YOY growth over the last 3 years

Outcomes:

- Graduates increased by 39% from 784 in 2015-2016 to 1,086 in 2023-2024
- The number of graduates averaged 14.3% YOY growth over the last 3 years
- 1,086 graduates met the requirements to walk in the Spring Commencement Ceremony

#### Admissions:

- In the past Admission Counselors titles were Enrollment Advisor
  - Historically Enrollment Advisors roles also included being recruiters, advisors, success coaches and COL 103 instructors
  - Now as Admission Counselors there is a focus on prospective students and people who have applied to the College
- Free Tuition
  - The Live to Chase Initiative is a tool used to get prospective students excited and interested
  - Admissions responsibility is to make sure prospective students understand how to qualify for and keep the free tuition as there is criteria that must be met
- Intentional Engagement with High School Partnerships
  - Dual Enrollment partnerships
  - Focus on getting into the schools and understanding the course needs: what do the students want, what can the district support and what can help the students transition into SCC or another college easily
  - College Transition Coordinators who work with first time freshmen
    - Assist with transition from high school to college
- Increasing Access to Application Completion
  - Increase availability for students
  - Extended hours, applicants can make appointments that fit their schedules, virtual appointments, and/or telephone appointments

#### Dual Enrollment Fall 2024 Stats:

- Exceed goal of 1,400 students by 175
- YOY increase of 13%
- Applications increased by 16% YOY for first time freshmen
- Exceeded the new student enrollment goal of 3,300 by 17 which is a 17% YOY increase

#### Student Success

- New student orientation
  - In the past 20 years new student orientation has been held virtually online
  - This past summer there were 7 in-person orientations held on the Spartanburg and Cherokee County Campus's
  - Over 800 students attended
  - Online orientation is still an option

- Expansion of Success Coaching model
  - Success Coaches respond and help connect students to resources
  - Help new students navigate the college environment
  - Help students learn how to advocate for themselves
  - Previously there were 2 coaches for 6,000 students
  - 4 additional Success Coaches have been hired
  - New additional hires have been 3 Dual Enrollment Success Coaches
  - These Coaches will strengthen partnerships with the high schools and give guidance to the Dual Enrollment students in those high schools
- Development of First Year Academic Advisors and Appreciative Advising Framework
  - Advising goes beyond just checking a box or clicking a button
  - Advising is having conversations and meeting the students where they are on their academic journey
  - Once a student has been enrolled and becomes a student, they are assigned a first-year academic advisor
  - This advisor will work with the student to get registered and then after 3 semesters the student will transition to a Faculty Advisor
  - At this time there are approximately 700 students who enrolled during the first week of registration for Spring 2025

Fall 2025:

- Enrollment
  - Implementation of a new CRM system, Salesforce
  - This system will bring Student Success and Admissions together into one system
  - Role out will be later this Fall
  - Creates accountability for staff, faculty, advising and success
  - Continuing to strengthen and grow relationships in districts and career center
  - Hired a middle school College Transition Coordinator
- Students Success:
  - The College has been awarded a Title III CIPA Grant – “Strengthening Institutional Partners”
  - Funds from this grant will be used to expand the success coach and advisor resources at the other campus’s as well as the pre-nursing/nursing programs
  - Development of academic recovery program for probationary students
  - Increase tutoring resources; specialized in math and science

At the conclusion of the presentation, the floor was opened to questions, none were put forth. Chairman Keller thanked Mrs. Fisher and Mrs. Kreger for the presentation.

## VII. CAPITAL PROJECT FUNDING presented by Mr. Ethan Burroughs

- It is time to vote on the capital project for the upcoming year.
- In the past this was referred to as Plant Fund Projects
- Currently the fund has an \$8.8M balance
- Projects are listed by Campus
- Cost Estimate – PF are College dollars
- Cost Estimate – MRR (Maintenance, Replacement, Renovations) are State dollars that have been allocated to the College and can be used for projects that are more capital driven
- It is a bit of a process to get approval to use the MRR funds as these funds have to be requested
- IT projects equal approximately \$730,000 in College dollars
- Operations projects equal approximately \$1.7M PR or College dollars and \$3.5M in MMR dollars
- Academic projects equal \$4.4M in College dollars

At the conclusion of the presentation, the floor was opened to questions, none were put forth. Chairman Keller asked for a motion to approve the Capital Project Funding. Commissioner King motioned to approve the Capital Project Funding, Commissioner Sarratt seconded the motion, and all voted aye.

## VIII. PRESIDENT'S REPORT presented by Dr. Michael Mikota, President

Dr. Mikota remarks started with highlights from the last few weeks. From Hurricane Helene, to National Manufacturing week, on to a BEA Forecast meeting, a Foundation Board meeting, SCC's 3<sup>rd</sup> Annual Fall Festival and finally to a President's Council meeting.

Dr. Mikota went on to recognize the hard work by many employees from Facilities, Horticulture, Police, and IT. Each of these departments had employees here on Campus working to get the Campus up and running for a smooth return for faculty, staff and students. The College hosted the National Guard during this time, supplying water and EMR's to the community.

Dr. Mikota mentioned that as the President of the College he has the authority to close the campus and to suspend classes, but as President he does not have the authority to approve leave dates subsequent to what the Governor approves. There may need for further discussions to adapt policy at the state level in order to better assess and provide for leave date approval after abrupt emergencies like certain types of extreme weather events.

Other topics of discussion were:

- Fall Festival – 3,000 people attended
- BEA Meeting – forecasting the economy for the next year which will affect the State Budget

- From a State standpoint there is more revenue coming in from corporate income and income taxes
- Wage growth has been considerable in South Carolina comparatively to other states
- South Carolina is also experiencing a population influx; South Carolina is not only the fastest growing State percentage wise in the country, but also the fastest growing as far as manufacturing investment
- President's Council Meeting – South Carolina Technical Colleges – met with South Carolina Hospital Association (SCHA) in Florence, South Carolina.
  - Mr. Bruce Holstien, President and CEO of Spartanburg Regional also attended
  - Dr. Mikota shared with the SCHA the growth that is happening at Spartanburg Community College
  - All healthcare areas are in tremendous demand/need
  - Each day 29 people are moving to Spartanburg County
  - Spartanburg Community College must deliver in regard to workforce
- Presidential Goals
  - Lead and support the College's preparation for its reaffirmation of accreditation by SACSCOC
    - Continuing to move forward
    - Dr. Mikota travels to Guilford Technical Community College (GTCC) on Sunday
    - Dr. Mikota will be an Observer of GTCC's reaccreditation
    - This experience will be good insight for Spartanburg Community College (SCC)
    - There is diligent work going into updating the policies and procedures of SCC
    - Updated/changed policies must come before the Board for approval
    - These policies and procedures must be up to date for SCC's upcoming accreditation in March
- Strategic Plan
  - The title of the Strategic Plan is "Preparing To Chase"
  - It is time to begin the process of a new strategic plan
- Facilities Masterplan
  - This plan was previously shared with the Commission
  - The next step is to share with faculty and staff/publicly launch
- Academic Masterplan
  - Working is continuing internally
- Economic Development
  - Currently projects are being discussed; aggressively moving forward
  - Commissioner O'Neill is involved with many of those discussions
  - Implementing a new workforce structure internally

- Leadership Breakfast
  - Commissioners that attended met the first cohort of the new President's Leadership Institute
- Expand external collaborations and partnerships with commission, county councils, delegation members, governmental agencies, and community
  - Dr. Mikota works continually to tie in these relationships
  - Dr. Mikota, his family, and others delivered a caravan of supplies to Blue Ridge Community College (BRCC) in Flat Rock, NC in support of the citizens of Western North Carolina in relation to Hurricane Helene.
    - These supplies were donated by faculty, staff and citizens of the area
    - Dr. Leatherwood, President of BRCC, sent a letter of thanks and stated, "Blue Ridge Community College are now Chasers too!"
  - Tuesday, October 22<sup>nd</sup>, Pilley Bianchi, daughter of John Pilley owner of Chaser, will be hosting a workshop at the Downtown Campus on her book "The Love of Dog"
    - This event is free and open to the community

In closing Dr. Mikota shared the September issue of GSA Business Report, under Colleges & Universities – Ranked by 2023 fall enrollment that Spartanburg Community College has moved into second place, which is quite different than four years ago. SCC must now work to be #1 in the next few years.

This concluded Dr. Mikota's report. The floor was opened to questions, none were put forth. Chairman Keller asked for a motion to approve the President's Report. Commissioner Fowler motioned to approve the President's Report, Commissioner Hill seconded the motion, and all voted aye.

#### IX. ADJOURN TO EXECUTIVE SESSION

Chairman Keller asked for a motion to Adjourn to Executive Session for the specific purpose of having a discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by the public body. Commissioner Fowler motioned to Adjourn to Executive Session. Commissioner O'Neill seconded the motion. All voted aye, and the meeting was Adjourned to Executive Session at 5:33 pm.

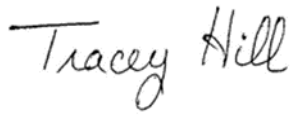
#### X. ADJOURN TO OPEN SESSION

Chairman Keller asked for a motion to Adjourn to Open Session. Commissioner Sarratt motioned to Adjourn to Open Session. Commissioner Radford seconded the motion. All voted aye, and the meeting was Adjourned to Open Session at 6:29 pm.

#### XI. ADJOURN

Chairman Keller asked for a motion to Adjourn the meeting. Commissioner Fowler motioned to Adjourn. Commissioner Hamrick seconded the motion. All voted aye, and the meeting Adjourned at 6:30 pm.

Respectfully Submitted by:

A handwritten signature in cursive script that reads "Tracey Hill". The signature is written in black ink and is positioned below the text "Respectfully Submitted by:".

Mrs. Tracey Hill, Secretary