



The Spartanburg County Commission for Technical and Community Education Minutes

Date: Monday, August 18, 2025, 4:30 PM

Location: Dr. Benjamin Snoddy Boardroom

Attendees:

Chairman Keller, Vice Chairman Bell, Commissioner K. Fowler, Commissioner Anderson, Commissioner Smith, Commissioner Hamrick, Commissioner O'Neill, Commissioner King, Commissioner Kennedy, Commissioner Powell-Baker, Commissioner J. Fowler, Dr. Mikota, Mr. Burroughs, Ms. Hughes, Mrs. Walker, Mr. Aughinbaugh, Ms. James, Dr. Williams, Mrs. Harris, Dr. Obi, Mrs. Painter,

Absent:

Commissioner Sarratt, Commissioner Hill

Call to Order

Chairman Keller called the meeting to order at 4:36pm.

Approval of Previous Minutes

Chairman Keller presented the June 16, 2025, 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.

Motion: Commissioner Anderson

Second: Commissioner K. Fowler

Vote: All in favor

Consent Agenda Items

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.

Motion: Commissioner Bell

Second: Commissioner Anderson

Vote: All in favor

Agenda Amendment

Chairman Keller received a request for the Financials to be presented before the President's Report. Chairman Keller as for a motion to approve the amendment to the Agenda.

Motion: Commissioner King

Second: Commissioner O'Neill

Vote: All in favor

Financial Report

Presentation by Ms. Melissa Hughes, Director, Finance

Melissa Hughes presented the internal fiscal year-end financial report showing strong revenue performance, with curriculum revenues at 98% of expectations and total revenues around \$70.9 million or 105% of budget. Expenditures totaled \$67.9 million which was slightly over budget at 101%, including approved transfers to the plant fund and board-designated funds. Discussions focused on understanding the potential surplus of approximately \$3 million. Since the fiscal year end audit is still in process and there are discussions around a potential liability related to GASB 101, there is still uncertainty around the amount of the fiscal year end surplus. In the past, any surpluses were transferred into the plant fund to cover deferred maintenance and capital projects. The board emphasized the importance of reinvesting surplus funds into facility maintenance and improvements rather than viewing it as profit. The financial report was accepted as information with the understanding that further decisions on surplus allocation would follow after audit completion. A listing of future deferred maintenance and capital projects will be provided to the Commission in the September meeting.

The July financial report for the new fiscal year showed early revenue receipts and expenditures consistent with expectations. Enrollment growth was noted, with curriculum revenues recognized based on student registrations. Expenditures were modest, with salary and operating costs reflecting the start of the academic year.

The floor was opened for additional questions/comments. None were put forth.

Chairman Keller asked for a motion to approve the Financial Report.

Motion: Commissioner O'Neill

Second: Commissioner King

Vote: All in favor

President's Report

Presentation by Dr. Michael Mikota, President

Dr. Mikota highlighted the official launch of the academic year with increased enrollment and active student engagement across campuses. The institution experienced a 5% increase in headcount and a 2.7% increase in full-time equivalent students, marking five consecutive years of growth. Challenges such as parking and infrastructure were noted alongside positive community recognition, including being named Best Higher Education Institution in Spartanburg.

Strategic priorities for the year include:

- Workforce alignment and program modernization in healthcare, logistics, cybersecurity, and biosciences.
- Expansion of credit and non-credit credential programs with an emphasis on stacking credits for faster credential attainment.
- Advancement in academic leadership with ongoing search for a chief academic officer.
- Significant investments in data infrastructure and enterprise resource planning (ERP) modernization to improve operational efficiency and data integration.
- Continued development of strategic enrollment plans and academic master plans targeting enrollment growth and retention.
- Facilities and capital planning with active projects at Cherokee and Union County campuses, downtown campus expansions, and infrastructure upgrades on the main campus.
- Supportive leadership development with focus on talent acquisition, salary bracket improvements, and organizational optimization.
- Strengthening external partnerships and community engagement, including collaboration with K-12 superintendents to streamline career centers and align curriculum.
- Governance, transparency, and advocacy efforts emphasizing student success, affordability, and community impact.

The floor was opened for questions; none were put forth. Chairman Keller asked for a motion to approve the President's Report.

Motion: Commissioner Hill

Second: Commissioner Sarratt

Vote: All in favor

Human Resources Policy Approvals

Presented by Mrs. Phaedra Harris, VP, HR

The board reviewed and voted to approve updates to Human Resource policies:
POL VI-170 Unclassified Employment Compensation

POL VI-290 Overtime Compensation

POL VI-490 Workplace Violence

POL II-60 Student Learning Projects

These policies were reformatted without substantive changes.

The floor was opened for questions; none were put forth. Chairman Keller asked for a motion to approve the policies as presented.

Motion: Commissioner O'Neill

Second: Commissioner Hamrick

Vote: All in favor

Years of Service Recognition

Presented by Mrs. Phaedra Harris, VP, HR

During the recent All College Meeting recognition was given to employees celebrating service milestones which included 10, 20, and 40 years of service.

Chairman Keller thanked Mrs. Harris for the information.

President's Leadership Institute

Presented by Mrs. Phaedra Harris, VP, HR

The President's Leadership Institute will continue with the 2nd class of 13 new participants. This group will be engaging in leadership development sessions on topics such as adaptive leadership and difficult conversations with plans to enhance mentorship between new and previous cohorts.

Chairman Keller thanked Mrs. Harris for the information.

SACSCOC Update

Presentation by Dr. Jenny Williams, Chief Accreditation Officer

Dr. Williams provided an update on the upcoming 2026 reaffirmation visit by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). A recent advisory visit was positive, with the focus report due in September addressing 13 compliance areas expected to be straightforward.

Chairman Keller thanked Dr. Williams for the report.

Quality Enhancement Plan (QEP) Update

Presentation by Dr. Jenny Williams, Chief Accreditation Officer

Dr. Williams provided an update on the upcoming 2026 reaffirmation visit by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). A recent advisory visit was positive, with the focus report due in September addressing 13 compliance areas expected to be straightforward.

Chairman Keller thanked Dr. Williams for the report.

October Commission Meeting Discussion

Presentation by Mr. Tracy Keller, Chairman

Due to scheduling conflicts, Dr. Mikota requested that the Monday, October 20, 2025, Enterprise and Commission meeting be rescheduled to Monday, October 13, 2025.

Chairman Keller open the floor for questions; none were put forth. Chairman Keller asked for a motion to approve the rescheduling of the October 20, 2025, meeting to October 13, 2025.

Motion: Commissioner King

Second: Commissioner Anderson

Vote: All in favor

Announcements

Presentation by Mr. Tracy Keller, Chairman

The meeting concluded with announcements of Campus/Foundation Events.

Adjournment

Chairman Keller asked for a motion to Adjourn the meeting.

Motion: Commissioner K. Fowler

Second: Commissioner Kennedy

Vote: All in favor

Meeting adjourned at 6:01 pm.

Respectfully submitted by:

A handwritten signature in cursive script that reads "Tracey Hill".

Mrs. Tracey Hill, Secretary