



Date: Monday, April 15, 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, Vice Chairman Bell, Commissioner Fowler, Commissioner Kennedy, Commissioner O'Neill, Commissioner Anderson, Commissioner Sarratt, Commissioner King, Commissioner Hamrick, Dr. Mikota, Mr. Burroughs, Dr. Obi, Dr. Satterfield, Ms. Hughes, Mr. Grace, Mrs. Walker, Mrs. Painter, Mrs. Harris

Absent: Secretary Hill, Commissioner Smith, Commissioner Radford, Mr. Burns, Mr. Aughinbaugh,

I. CALL TO ORDER

Chairman Keller called the meeting to order at 4:53pm.

II. COMMISSION MINUTES

Chairman Keller presented the March 18, 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 Hamrick motioned to approve the March 18, 2024, meeting minutes, Commissioner Sarratt seconded the motion, and all voted aye.

Commissioner Hamrick requested that the January 22, 2024, minutes from The Spartanburg County Commission for Technical and Community Education Meeting be amended to strike the vote to approve the sale of 0.34 acres to Grassy Pond Water Company for \$35,700.00 out of a 3.7-acre track at the Cherokee County Campus. The sale has been approved through the SCC Enterprise Campus Authority on April 15, 2024, instead of through the previous action taken in January. The January 22, 2024, Commission Minutes will be amended and will be published to share with the Commission by the next meeting on May 20, 2024.

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 Bell motioned to approve the Consent Agenda Items, Commissioner Fowler seconded the motion, and all voted aye.

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

Revenue Received:

Curriculum – 85%

Continuing Education – 75%

Auxiliary – 87%

Operations – 100%

State – 0%

Cherokee Allocation – 100%

County – 62%

Other – 102%

Total Revenues = \$52,465,751 which reflects 86% revenues received

Expenses Paid:

Full-time Salaries – 68%

Full-time Fringe – 77%

Part-Time Salaries – 61%

Part-Time Fringe – 63%

O&M Expenses – 57%

Encumbrances – 15%

Total Expenses = \$42,449,515 which reflects 70% paid

As of March 31, 2024, SCC has received 86% of budgeted revenues, which is a revenue increase of \$2,714,560 in comparison to March 31, 2023. There are no major issues regarding the budget. Expenditure as a percentage of the budget was at 70%, which is 2% more than the previous year.

The floor was opened to questions, none were put forth.

Chairman Keller asked for a motion to approve the Financial Report. Commissioner Anderson motioned to approve the Financial Report, Commissioner Fowler seconded the motion, and all voted aye.

V. BAD DEBT REPORT presented by Ms. Melissa Hughes, Director, Finance

Curriculum is the biggest source revenue and also the largest impact with regards to uncollected debt:

- Bad debt allotments refer to student accounts that are not reconciled because of lack of payment. This loss may include prior students who registered, signed up for a payment plan, dropped a class while still owing funds, or never paid any amount and/or dropped before or during any refund period.

Financial Aid Return to Title IV is the second biggest source of uncollected debt:

- An example of this debt would be students who registered and attended but totally withdrew prior to attending the 60% requirement to fulfill the semester.

The total amount written off FY2023-2024 is \$1,075,860.

- October 2023 - \$453,555
- April 2024 - \$622,305 (the amount requested for write-off for this 2024 Spring Semester)
- Amount collected as of March 31, 2024, - \$437,223
- Amount budgeted - \$250,000
- Amount over/under collected - \$187,223
- Difference between write-off and amount collected - \$638,637
- 1% of budgeted tuition and fees - \$320,219
- Percent of write-off – 3.36%

Measures have been put into place to help alleviate the yearly occurrence of uncollected debt, such as:

- New payment gateway, Touchnet
 - Touchnet can better communicate with students in an effort to collect payments.
- Discussion is ongoing about using a 3rd party collection agency.
 - The Department of Revenue is the only collection agency currently in use:
 - At the end of each calendar year a file is sent to the Department of Revenue for collections.

Commissioner Hamrick questioned the upward trend of the bad debt. Ms. Hughes explained that an increase was expected due to the increase in enrollment.

Commissioner Kennedy pointed out that enrollment has increased over 100% and the bad debt went from \$678,000 to \$1M. Proportionally, the bad debt is better based on the total enrollment.

The Commission granted authority to the Administration to write off up to 1% of tuition and fees annually. This year 1% of budgeted tuition and fees equals \$320,219.

The floor was opened to questions, none were put forth.

Chairman Keller asked for a motion to approve the Bad Debt Write-Off. Commissioner Kennedy motioned to approve the write-off of \$622,305, which is 1.94% of the College's budgeted tuition and fees for FY 2023-2024. Commissioner Sarratt seconded the motion, and all voted aye.

VI. PROGRAM APPROVALS presented by Dr. Lisa Satterfield, VP, Academic Affairs

- AAS Digital Arts Degree
 - Replacing Digital Design General Technology Degree
 - True AAS Digital Arts Degree changed courses to reflect current relevant industry needs
 - Less than 25% change - SACSCOC/CHE approval not required
 - Has been approved by the Academic Council
 - Needs Commission approval to move for State Approval

Chairman Keller asked for a motion to approve the AAS Digital Arts Degree program. Commissioner O'Neill motioned to approve the AAS Digital Arts Degree program. Commissioner Fowler seconded the motion, and all voted aye.

- Mechatronics
 - 2 NEW Certificate Programs
 - Mechanical
 - Automation
 - 3 Semesters [each] to Complete

- AAS Mechatronics Degree
 - Certificates are Concentrations
 - Updated Curriculum is Mechatronics Focused
 - Will be presented to the Academic Council in May
 - Will need SACSCOC Approval

Chairman Keller asked for a motion to approve the mechatronics programs. Commissioner Sarratt motioned to approve the mechatronics programs. Commissioner Bell seconded the motion, and all voted aye.

- NEW Health Science Certificate
 - Designed for students taking prerequisites for HS programs
 - Currently no degree required, only prerequisites
 - Includes Phlebotomy, Patient Care, EKG Monitoring
 - Phlebotomy and EKG National Certificates
 - 2 Semester - 30 Credit Hour Program
 - Will include prerequisites for any of our HS programs
 - 1/23-1/24:
 - 10,232 total job postings 45-mile radial region served by SCC – 4173 unique – across 386 employers
 - Will be presented to Academic Council in May
 - Will need SACSCOC and South Carolina Technical College System Approval

The floor was opened to questions, none were put forth.

Chairman Keller asked for a motion to approve the New Health Science Certificate. Commissioner O'Neill motioned to approve the New Health Science Certificate. Commissioner Bell seconded the motion, and all voted aye.

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

The College continues to focus on people and places as a determination for growth and development. The proud Chasers of Spartanburg Community College are essential to the growth of our regional economy. The College continues to progress in ways to showcase what it does as an organization to grow our students and ultimately our economy. This was

evident at our 2nd Annual SCC Foundation Golf Tournament held on Monday, April 8, 2024. 160 golfers came out to support the College and \$80,000 was raised. Most important was the brand consistency and the ability to showcase to companies and organizations the value and opportunity for sponsorship. Raising money is valuable but the other factor of how to brand the College and make the College known in the community is also important.

Dr. Mikota presented other major topics including:

- The budgeting process is moving forward, and continued updates and adaptations are underway with a focus on better forecasting and improve metrics for assessment.
- The current focus is on assessing and calibrating better future budgets with regards to employee costs/management of FTE (full-time equivalent positions).
- Dr. Mikota has also placed a focus on O&M budgets to better fine-tune demand versus outcome (ROI).
- There is also an initiative to better calibrate projections of budget revenue from enrollment.
- Another focus of the budget has been establishing information agreements for students and establishing purge dates which should/will lead to greater accountability.

Dr. Mikota discussed enrollment growth for Fall 2024:

- Based on projections it is anticipated that there will be growth in enrollment this fall.
- Funding options to extend Live to Chase are being analyzed.
- SC-WINS Scholarship support from the South Carolina Legislature will have a be impact on funding student scholarships overall.

Dr. Mikota presented the SC Senate Finance Committee Budget Status:

- Technical College System:
 - \$10,000,000 Recurring for Tuition Mitigation (\$0 Recurring in House Version). The outcome of this funding source will have impact on how the College will set tuition rates and fee structures.

- Dr. Mikota recommended to the Commission that there be no overall tuition increase. There may be potential requests for adjustment to fees specifically in relation to new campus safety protocols and technology upgrades.
- \$95,353,307 Non-Recurring for Capital and Maintenance (\$41,454,557 Non-Recurring in House Version)
- \$10,000,000 Maintenance Renovation and Replacement funds
- \$10,000,000 Cherokee County Campus
- Lottery Technical College System:
 - \$95,000,000 for SCWINS (Same in House Version)
 - \$25,000,000 for High Demand Job Skill Training Equipment (\$30,000,000 in House Version)
 - \$5,000,000 for ReadySC (Same in House Version)
 - \$51,100,000 for Lottery Tuition Assistance Program (Same in House Version)
 - \$80,000,000 for Need-Based Grants (Same in House Version) (Portion to Tech)
 - \$10,000,000 for Nursing Initiative (Same in House Version) (Portion to Tech)
 - \$8,000,000 Technology – Technology Funding (\$0 in House Version) (Portion to Tech)
 - \$700,000 for Intellectual and Developmental Disabilities Pilot Program (\$0 in House Version)
- Statewide Employee Pay Raise: 2.75% pay raise for state employees (House version was \$1500 until \$66,667 and 1.5% above it.)
 - The cost to the College is not easily estimated at this time, and in some cases the South Carolina Legislature only gives a portion of the pay raises, and the College must provide the additional portion.
 - In addition, FTE's are not reallocated from a State level with regards to growth or changes in demand performance.
- The budget will now head to the full Senate to be debated, and deliberations will begin during the week of April 23-25.

County Updates:

- Dr. Mikota shared that he and staff had a very positive budget meeting with Spartanburg County at the end of March and will continue to partner in new ways to assess investments and discuss growth needs and trajectories. Some of the

discussion focused on facility needs and the upcoming Facilities Master Plan. Dr. Mikota stressed the need to plan for new facilities at the Giles Campus as both the Powers and Hull buildings were constructed in 1969 and 1963 respectively. These facilities are two of the most utilized by students.

- Dr. Mikota discussed the future facility growth plans for Cherokee County, and how some of partnerships and necessary transactions are coming to fruition for execution and implementation.
- Program development and plans for facilities and operational growth are underway in Union County with specific focus on economic development and a possible enterprise campus model.

Industry Relationship Opportunities:

- Dr. Mikota will be the keynote speaker for BMW at an event held at BMW Plant Spartanburg. Officials representing the International Apprenticeship Training Council from headquartered in Munich, Germany will be the participants.
- Most recently senior staff had a very productive meeting with Milo's Tea – multiple avenues of advancement regarding shared opportunities were presented.
- Ongoing discussions and meetings have been held with Truist Bank regarding partnership opportunities.

Dr. Mikota's Engagement Sessions:

- Dr. Mikota has scheduled engagement sessions with all employees that began last Friday and are scheduled through the beginning of May.
- At the end of 2023 an engagement survey was sent to faculty and staff that showcased an overall positive net-promoter score. The respondents were pleased with the College, but there were only 184 responses. Dr. Mikota wanted to meet with everyone in small group sessions to allow for conversation and input.
- Mrs. Phaedra Harris and Mr. Colton Grace attend these meetings as well, and Dr. Mikota will bring back to the Commission in May further information gathered from these sessions.

Phi Theta Kappa Honor Society (PTK):

- SCC held a special PTK Induction Ceremony on March 21, 2024. Dr. Mikota had the privilege to serve as the presenting speaker at this ceremony. Witnessing the dedication, hard work, and academic excellence of the 60 proud Chasers and their

families and friends reaffirms the power of the College motto: Dream it. Chase it. Live it.

- Dr. Mikota was proud to attend the All-State Induction Ceremony in Columbia, SC where 3 of our proud Chasers were inducted into the Academic All-State Team:
 - Danielle Rodriguez, Computer Technology, originally from Eden, NC
 - Ashlie Petty, Nursing Student, from Blacksburg, SC
 - Shana Peery, Education Track, Greenville, SC

Spartanburg Community College's Pro Baseball Partnership:

- Dr. Mikota discussed the opportunity for a excited initiative to be a cornerstone partner with the new Pro Baseball team in Spartanburg. This partnership will place the College at the forefront with regards to image opportunities throughout the community.
- SCC is positioning itself to be one of four cornerstone partners which will provide unparalleled PR and media exposure for the College.
- By reallocating funds from other areas, the SCC Marketing team has managed to cover the partnership expenses without requiring additional funding for this initiative.
- SCC will elevate its association with top industry players in Spartanburg, and will be able to partner to provide many Job development opportunities for internships and work study platforms.

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 Anderson seconded the motion, and all voted aye.

VIII. OLD BUSINESS presented by Mr. Tracy Keller, Chairman South Carolina Association of Technical College Commissioners (SCATCC)

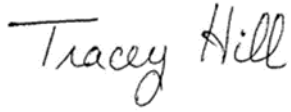
At the March Commission meeting SCATCC presented to the Commission to see if there was any interest in re-joining SCATCC.

While the Commission appreciated the time and effort from SCATCC, after discussion it was decided that at this time there was no interest expressed by the Commissioners.

IX. ADJOURN

Chairman Keller asked for a motion to Adjourn the meeting. Commissioner Anderson motioned to Adjourn. Commissioner Sarratt seconded the motion. All voted aye, and the meeting was Adjourned at 5:46 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