



## Greenville Technical College Board

### MEETING MINUTES

Wednesday, January 19, 2022

Via Zoom

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#### **Members Present**

Paul Batson  
Jo Hackl  
Hunter Howard  
Ray Lattimore  
Ray Martin  
Dr. Burke Royster  
Coleman Shouse, Chair  
Keith Smith  
Kenneth Southerlin  
David Stafford

#### **Members Absent**

James Blakely

#### **Staff Present**

Eric Bedingfield  
Jacqui DiMaggio  
Julie Eddy  
Susan Jones  
Dr. Matteel Knowles  
Becky Mann  
Dr. Keith Miller, President  
Dr. Larry Miller  
Lauren Simer  
Wendy Walden  
Ann Wright

#### **Guests**

Grant Burns, State Tech Board  
Keith Munson, Rimom Law

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Chair Shouse called the meeting to order at 12:04 p.m. and welcomed board members, staff, and distinguished guests. Chair Shouse announced that in accordance with the Freedom of Information Act, the press had been notified of the meeting. Chair Shouse acknowledged that the agenda was posted on the GTC website, and a quorum of board members was present.

#### **Approval of the Minutes**

Mr. Howard made a motion to approve the December 15, 2021, minutes as amended with Ms. Hackl's suggestions. Mr. Lattimore seconded the motion. The motion carried.

#### **Bylaws Committee**

Mr. Batson reported that the committee met before the board meeting to review the bylaws in preparation for SACSCOC reaffirmation, addressing reference to the name of the Area Commission as noted in the redlined copy of the bylaws included in the board packet.

Chair Shouse explained that any recommendation for an amendment to the bylaws has a thirty-day set period before it can be acted upon and affirmed by Mr. Munson. There being no other questions, the report will be added to the February board meeting agenda. Other minor changes during the rest period can be considered at the February meeting.

There was a brief discussion about the code of conduct and conflict of interest as a commission. Mr. Munson stated that an existing procedure to put any conflict of interest on record be attached to the minutes. President Miller will look into how other boards deal with these topics for the committee to consider. Chair Shouse stated that the committee would review the structure and history and propose necessary revisions.

### **Education and Training Review Committee**

On behalf of the committee, Mr. Jones presented and recommended the Electronics Engineering Technology Certificate in Applied Science for board approval. The certificate is a 22 credit hour program offered face-to-face beginning Fall 2022. It is fully embedded in the Electronics Engineering Technology program to supply entry-level technicians to the workforce. The certificate will also allow the ability to stack credentials for Mechanical Engineering Technology, Engineering Design Technology, and Computer Technology students. There being no discussion, the motion carried.

### **Finance Report**

Ms. DiMaggio presented the finance report.

Total revenues are slightly below the budget and 5% above the prior year actual.

Student revenues are above the year-to-date budget and the prior year actual. Fall 2021 revenue was down approximately \$1 million for the fiscal year; the second half of Fall 2021 was up \$300,000; as of December 2021, Spring 2022 curriculum revenue is up approximately \$600,000. The second half of Fall 2021 was up \$300,000. Continuing education revenue increased primarily because Truck Driver Training was moved to EDCT.

County revenues are significantly below the year-to-date budget and the prior year actual; the college received \$5.3 million in January 2022 compared to \$4.6 million in January 2021.

State appropriations are on track with the year-to-date budget. A slight increase was budgeted in appropriations for the current year; the college should receive an increase in state allocations due to increases in the funding for salary and benefit costs.

Auxiliary services revenue is slightly below the year-to-date budget and above the prior year actual. The college has seen an increase in sales with the opening of the main campus bookstore, more convenience items, food, and the cafe.

Other revenues are slightly below the year-to-date budget and significantly above the prior year actual. The college experienced decreased income from clinical revenues and rental income.

Total expenses are below the year-to-date budget and above the prior year actual.

The salaries budget is below the year-to-date budget and the prior year actual due to an unprecedented number of resignations and retirements. The college had a salary increase effective January 2022.

Employee benefits are below the year-to-date budget and the prior year actual because of lower salaries and number of employees. Benefits are increasing annually as healthcare and pension costs increase.

Instructional expenses are below the year-to-date budget and close to the actual prior year.

Academic support expenses are slightly below the year-to-date budget and 5% above the prior year actual.

Student support expenses are below the year-to-date budget and above the prior year actual.

Operations and maintenance of plant expenses are below the year-to-date budget and the prior year actual. Employees in this area are currently working on COVID-related preparation charged to the CARES grant when appropriate. There have also been many retirements in that area and a few resignations.

Administrative and general expenses are above the year-to-date budget and the prior year actual. Some of the costs incurred are related to the bond issuance to be refunded by bond proceeds.

Technology expenditures are above the year-to-date budget and the prior year actual. The college hired a new security person and made changes in the payment for software. Additionally, the state stopped issuing college lottery tuition funds that are now absorbed in the operating budget.

Remissions and Exemptions expenses are slightly below the year-to-date budget and close to the prior year. The college is seeing a positive trend of more high school students paying a greater percentage of tuition, enabling the college to serve high school students without the risk of exceeding the 4% fee waiver limitation.

Auxiliary services expenses are below the year-to-date budget and slightly above the prior year actual, mirroring revenues.

Capital expenses are below the year-to-date budget and the prior year actual. The college uses state funds designated for repairs and maintenance and HEERF funds whenever possible rather than using college capital funds.

Debt service expenses are on track and payable in April.

### **President's Report**

President Miller stated that he would provide an in-depth report on the impact of Governor McMaster's zero tuition initiative at the February board meeting. Early reports indicate a slight uptick in enrollment.

- President Miller is required by the Securities and Exchange Commission to share a continuing disclosure of financial reporting to the board as a matter of information on the bond sale. As recommended and monitored by the board's bond attorney, Brad Love, the college is using a digital assurance certification company that helps local governments comply with rulings of the Security and Exchange Commission.
- President Miller included two documents in his report in the board packet: 1) the requested list of Foundation and college-owned property; and 2) the Greenville Tech Foundation monthly report.

### **South Carolina Association for Technical College Commissioners (SCATCC) Update**

Chair Shouse reported that the SCATCC Commissioners' Academy and Legislative Reception date are to be held on February 2, 2022, in Columbia. The day will include a training component for commissioners

that have served less than five years, a luncheon to recognize award winners and service awards, and a legislative discussion followed by the annual legislator reception. Receiving recognition for the GTC board are Paul Batson for 20+ years of service and Ray Lattimore for 10 years.

**Commission for Higher Education (CHE)**

Mr. Batson stated that the CHE board did not meet in January and will meet in February.

**Old and New Business**

There being no old or new business, Mr. Batson made a motion to adjourn. Mr. Jones seconded the motion. The meeting adjourned at 12:37 p.m.