



## Greenville Technical College Area Commission

### RETREAT MINUTES

Wednesday, February 19, 2020  
Embassy Suites, Palmetto Club Room

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#### **Members Present**

Coleman Shouse, Chair  
Paul Batson  
James Blakely  
Jo Hackl  
Hunter Howard  
Dean Jones  
Ray Lattimore  
Ray Martin  
Keith Smith  
Kenneth Southerlin  
Dave Stafford

#### **Members Absent**

Dr. Burke Royster

#### **Staff Present**

Dr. Keith Miller, President  
Jacqui DiMaggio  
Julie Eddy  
Les Gardner  
Susan Jones  
Dr. Matteel Knowles  
Lauren Simer  
Wendy Walden  
Dr. Jermaine Whirl  
Ann Wright

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Chair Shouse called the retreat to order at 9:35 a.m. and welcomed members of the board and staff. 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**

Ms. Hackl made a motion to approve the January 15, 2020 minutes. Mr. Smith seconded the motion. The motion carried.

#### **Finance Report**

Mr. Southerlin referred the board to the January financial report in the retreat notebook and asked Ms. DiMaggio to present the report. See Attachment 1.

Total revenues are approximately 3% above the year to date budget and 6% above the prior year actual.

Student revenues are approximately \$1.8 million or 4% above the year to date budget and 6% above the prior year actual. Fall curriculum enrollment was higher than the budgeted level which generated approximately \$1M revenue higher than expected. As of January, spring revenue was approximately \$400,000 above the same date last year.

County revenues are above the prior year and the year to date budget. The majority of county revenues are received in the first three calendar months of the year and are on track to meet or slightly exceed the budget.

State appropriations are on track with the year to date budget. The college will receive approximately \$300,000 more in state allocations than budgeted because of increases in the allocation for benefit costs.

Auxiliary services revenue continued to decline. Revenue is below the year to date budget and the prior year actual. There has been an increase in inclusive access sales because of lower prices and margins and no inventory cost. The college should see an increase in revenues in February.

Other revenues are slightly above the budget. There was an increase in interest income resulting from the changes in investments and in rental income from the Clemson lease at CMI.

Total expenses are \$600,000 above the year to date budget and \$500,000 above the prior year actual.

Salary expenses are on track with the budget and expected to be slightly below the budgeted levels at the end of the fiscal year.

Employee benefits are slightly over the budget. They have increased 63% over the last 10 years and are expected to continue to increase as healthcare costs continue to increase and the state increases the employer share of the state pension contribution.

Instructional expenses are above the budget and the prior year because of additional hires and salary increases.

Academic support is slightly above the budget and above the prior year actual because of new hires.

Student Support is on target with the budget and slightly above the prior year actual. There have been challenges with the call center, which should decrease when the call center is brought in-house.

Operations and maintenance of plant is above the budget and the prior year actual. The higher expenditures are due to moves made to vacate the TRC to start the construction project. It is expected to be back on budget by the end of the fiscal year.

Administrative and general is on target with the budget and prior year actual.

Technology expenditures are slightly above the budget and prior year because licensing agreements were previously paid out of lottery technology funds. Expenditures are now required to be paid out of the operating account.

Remissions and exemptions expenditures were lower this year because more Charter students will be paying tuition. Adjustments are being made to apply lottery tuition assistance and SC WINS where appropriate.

Auxiliary services expenditures are below the prior year actual and the budget because of the impact of inclusive access.

Capital expenses are very close to the budget and the prior year actual.

## **Board Self-Evaluation**

Chair Shouse stated that the college's accrediting agency, Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), requires that the board have a formal self-evaluation process that is administered on a regular basis. Dr. Miller stated the overall top areas of strength and overall top opportunities for improvement as reported in the Executive Summary of the survey results. There were no questions or comments.

## **Joint Building & Grounds and Finance Committees**

- **Naming Opportunity** – Mr. Smith asked Mr. Gardner to present a naming opportunity for the STAT Center Lab. Mr. Gardner stated that the Foundation reached an agreement with the donor, Dr. Barbara P. Lassiter, a retired GTC vice president, for her gift of \$250,000 to be used specifically for the upgrade and purchase of technology for the STAT Center. A recommendation was made by the committee to approve the naming opportunity. The motion carried.
- **New University Transfer Building** – Mr. Southerlin presented a recommendation on behalf of the joint committees that the building process continue with the county lease agreement. Dr. Miller explained that this is the initial step in the process to seek funding capability and authority through Greenville County Council. The recommendation is for the board to authorize the college to enter into a lease agreement with the county because they will lease the land that the building is to be built on. Dr. Miller and Ms. DiMaggio will present the recommendation to the Finance Committee of the County Council on February 24, 2020. The college will be asking \$50 million in funding from County Council and fundraising efforts of the Greenville Tech Foundation. The motion carried.
- **Sale of Brashier Middle College** – Mr. Southerlin presented a recommendation on behalf of the joint committees that the board approve college administration to negotiate a swap agreement with Brashier Middle College board for the purchase of the building and the land. The state approval process has been completed so the negotiations can begin on the swap agreement. The motion carried with one abstention.

## **Tuition Discussion**

Dr. Miller asked Ms. DiMaggio to lead the discussion on understanding the impact of tuition and state funding.

Dr. Miller and the board commended Ms. DiMaggio and staff for sharing a serious, comprehensive analysis about what drives financial performance for the college. Dr. Miller stated that the college goes through an intense analysis every year to balance critical college challenges and opportunities; the tuition recommendation submitted each year for board approval is only one of the criteria reviewed.

Chair Shouse reiterated the complexity of all that is necessary to operate the college as well as the importance of board decisions.

The recommendation on tuition is in process internally and will be brought to the board in April or May. The final action on the budget will be in June based on state outcomes.

## **McAlister Square Update**

Chair Shouse reported that the college met with the city and city staff to discuss redevelopment plans for the vicinity of McAlister Square should the college sell. Dr. Miller referenced the McAlister Facts included in the retreat notebook.

**Barton Charter Update**

Dr. Miller and Ms. DiMaggio met with Ms. Mary Nell Anthony, Barton Charter principal. Phase 1 of the construction project will break ground in May 2020.

**Capital Projects Update**

Dr. Miller stated that the capital projects update is in the retreat notebook under tab 9.

**Old and New Business**

The next board meeting is expected to be held on April 15, 2020.

There being no other business, Mr. Southerlin made a motion to adjourn. Mr. Lattimore seconded the motion. The meeting adjourned at 12:16 p.m.