



Greenville Technical College Board

MINUTES

Wednesday, June 15, 2022

Barton Campus, Student Success Center, Community Room

Members Present

James Blakely
Jo Hackl (Zoom)
Hunter Howard
Dean Jones
Ray Lattimore
Ray Martin
Coleman Shouse, Chair
Keith Smith
Kenneth Southerlin

Members Absent

Paul Batson
Dr. Burke Royster
Dave Stafford

Staff Present

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

Guests

Stacy Brandon, GT Foundation Board Chair
Grant Burns, SC Tech Board
Keith Munson, Board Attorney

Chair Shouse called the meeting to order at 12:18 p.m. and welcomed board members, staff, and guests. Chair Shouse announced that the press had been notified of the meeting in accordance with the Freedom of Information Act. 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 May 18, 2022, minutes as amended. Mr. Lattimore seconded the motion. The motion carried.

Finance Report

Ms. DiMaggio provided the May finance report.

Year-to-date revenues for the first eleven months of the fiscal year are close to the prior year-to-date budget and 6% above the prior year actual. The most significant variances are:

- Student revenues are close to the budget and 4% above the prior year actual. Registrations continue for the second summer term.

- County revenues are 9% above the budget and 7% above the prior year actual. These revenues should be at or slightly above the budget at the end of the year.
- State appropriations are above the budget and the prior year actual. The college has received all state allocations for the fiscal year. The revenues were higher because of the increases for state-mandated salary increases.
- Auxiliary services revenue is below the budget and 4% above the prior year. The college is working on less expensive options for academic materials, impacting revenues and expenses.
- Other revenue is significantly below the budget and 24% above the prior year actual. The revenues are below the budget because of a line item in the budget allocating \$2 million in HEERF funds into revenue that will be deferred to the next fiscal year when some expenses are expected to increase. Revenues reflect rental income increases and student clinic income as these areas return to pre-pandemic levels.

Expenses are 1% below the budget level and 4% below the prior year actual. The most significant variances are:

- Instructional expenditures are 1% below the budget and close to the prior year actual. This is the net effect of the 2% salary increase and some attrition.
- Academic support is slightly below the budget and 6% above the prior year actual as a result of some vacancies being filled in this area and the salary increase.
- Student support is also close to the budget and 13% above the prior year actual. Increases in expenditures were planned.
- Operation and maintenance of plant are below the budget and 1% below the prior year actual because of vacancies that have been difficult to fill.
- Administrative and general expenses are close to the budget and 5% above the prior year actual because of payments related to debt issuance for the new Center for Health and Life Sciences. Bond proceeds will reimburse the cost of issuance.
- Technology expenditures are 13% above the budget and 29% above the prior year actual because of payments for the new enterprise resource planning (ERP) system. The college will pay for both systems until implementation is complete.
- Remissions and exemptions are below the budget and above the prior year actual because of the timing of high school student enrollment and the placement of financial aid on the accounts.
- Auxiliary services expenditures are on track with the budget and 10% above the prior year actual because of the volume and timing of inventory purchases.
- Capital expenditures are above the budget and the prior year actual because the college is using state funds and HEERF funds for eligible purchases. The college released some institution funds for items that cannot be purchased with grant funds, i.e., grounds equipment and vehicles needed to improve the quality of the fleet.
- Debt service is on target with expectations.

Finance Committee

Ms. DiMaggio presented the proposed FY 2023 budget (see attached). Zero tuition will come to an end on December 31, 2022. On behalf of the committee, Mr. Southerlin made a motion to approve the proposed 2022-2023 budget as presented. The motion carried unanimously.

Education and Training Review Committee

Mr. Jones presented three programs for board approval.

- **University Transfer Certificate**

This program is intended for students who either plan to transfer to a four-year institution or enter phase one of a health program at GTC. Scheduled to begin in Spring Semester 2023, this certificate will increase the number of completers at the college, allowing those accepted into the desired health program to complete a certificate first and giving students who plan to transfer to a four-year college or university a completion milestone. On behalf of the committee, Mr. Jones made a motion to approve the certificate. The motion carried.

- **AAS Computer Technology – Concentration in Business Analytics**

This degree will provide students with the knowledge and skills necessary for employment and growth in analytical professions and is scheduled to start in Fall 2023. Students will complete course work in statistical and analytic theory, best practices, and analysis; data mining and data warehousing; predictive modeling; project and operations management; and analytical tools and techniques. On behalf of the committee, Mr. Jones made a motion to approve the new associate degree. The motion carried.

AAS Computer Technology – Data Science

This degree prepares learners to design and develop desktop and web applications, emphasizing business logic and data-driven applications and is scheduled to start in Fall 2023. Students will be able to support the needs of businesses in various industries, including healthcare, manufacturing, insurance, finance, and software publishing. On behalf of the committee, Mr. Jones made a motion to approve the new associate degree. The motion carried.

President’s Report

Ms. Brandon, Greenville Tech Foundation board chair, provided an update on the capital campaign for the new Center for Health and Life Sciences. The Foundation has received pledges from the GTC board for \$135,000 (50% participation). The overall campaign is trending toward \$4.5 million. The Foundation board has reached \$311,000 in pledges.

Ms. Brandon also provided an update on the Foundation scholarship program. The Foundation board will be able to grant \$567,000 in scholarships compared to the prior year of \$344,000. There were over 1,000 scholarship applications with 687 eligible applicants. The awards will go out the week of June 20, 2022.

The Foundation board has a new tenant for the Boda Pipes space at McAlister Square, NNN Academy, bringing McAlister Square to almost 100% occupancy.

SCATCC Update

Chair Shouse stated that the SCATCC is on break for the summer and will reconvene in August to discuss how the budget affects the technical college system and how SCATCC might influence the allocation of these funds.

State Tech Update

Chair Shouse asked Mr. Burns for an update on the State Tech board. The ReadySC enterprise zone programs are busy in the State Tech System. The System president, Dr. Tim Hardee, will take the month of July as a retirement month and should return the month of August. The state’s CFO will be the acting president for July. The summer board retreat will be in Greenville. Mr. Roger Schrum, an executive with Sonoco in Hartsville, will take over as chair in July.

Performance and Evaluation Committee

- **2021/2022 Institutional Objectives Update** (See attached.)

Ms. Hackl called on President Miller to review the performance to date for the FY 2022 institutional objectives.

- **Proposed 2022/2023 Institutional Objectives** (See attached.)
Ms. Hackl asked President Miller to present the proposed FY 2023 institutional objectives. Ms. Hackl noted that a few changes were made to allow the college to have more data to help accomplish the mission and keep track of efforts aligned with the overall institutional mission. On behalf of the committee, Ms. Hackl proposed that the board adopt the institutional objectives presented. The motion carried unanimously.

Executive Session

Mr. Southerlin made a motion to enter into executive session to discuss personnel and compensation relating to the institution's president. Mr. Smith seconded the motion. The motion carried. Chair Shouse excused everyone except the board and Mr. Munson.

The board went into the executive session at 1:17 p.m.

Chair Shouse reconvened the board meeting at 1:28 p.m. and stated that no action was taken in the executive session.

On behalf of the Performance and Evaluation Committee, Ms. Hackl made a motion that the full board adopt the committee's recommendations concerning President Miller's compensation package. The motion carried unanimously.

Nominating Committee

With Mr. Stafford absent, Chair Shouse asked Mr. Blakely to present the new slate of officers for approval on behalf of the Nominating Committee. The committee comprised Mr. Stafford (chair), Mr. Blakely, Mr. Batson, and Chair Shouse. Mr. Blakely presented the slate: Chair – Mr. Lattimore, Vice-Chair – Ms. Hackl, Secretary – Mr. Howard, and Treasurer – Mr. Southerlin. There were no other nominations, Mr. Smith made a motion to accept the slate of new officers as presented by Mr. Blakely. Mr. Martin seconded the motion. The motion carried unanimously. As required by the bylaws, Chair Shouse dissolved the committee after the motion carried.

Old and New Business

Mr. Lattimore shared a tribute and presented Chair Shouse a plaque with a gavel in honor of his two consecutive terms as board chair (2019 to present) and overall leadership and contributions to the community. Chair Shouse has been on the board since May 2009 under past chairs: Mr. Batson, Ms. Johnson, and Mr. Stafford.

Mr. Lattimore stated Chair Shouse's accomplishments:

- Chair Shouse provided strong leadership during the pandemic, creating a safe environment where student needs were met through innovation.
- Chair Shouse helped the college meet employer needs by adding the state's first applied bachelor's degree in advanced manufacturing technology.
- During his tenure, a facility was renovated resulting in a better student experience through the Dreisbach/Anderson Student Success Center.
- Chair Shouse put a plan in place to transform the Barton Campus beginning with the new Center for Health and Life Sciences.
- Chair Shouse makes a difference as part of the South Carolina Association of Technical College Commissioners (SCATCC), providing expertise and guidance for the organization.

TEACHING AND LEARNING	Measures of Success	2020-21 Outcomes	Annual Goals	Performance as of			
				November 1	January 31	April 30	May 31
<p>Strategic Objective 1: Deliver high-quality educational programs and skills-based training.</p>	Credit Licensure exam pass rate	94% (verified)	95%	94%	94% No change	94% No change Did Not Meet	94% No change Did Not Meet
	Graduate placement rate	85% (graduates of 2019-20) (verified)	87%	85%	85% No change	85% No change Did Not Meet	85% No change Did Not Meet
<p>Strategic Objective 2: Improve course success and program completion for all students.</p>	WIG - Total # of Graduates (unduplicated)	1,783 (verified)	2,200	509 (summer '21 only) Preliminary – Summer '21, Fall '21, Spring '22	509 (Summer '21 - verified) 670 (Fall '21 – preliminary)	1,545 (preliminary) Summer '21, Fall '21, Spring '22 Did Not Meet	1,876 (preliminary) Summer '21, Fall '21, Spring '22 Did Not Meet
	Total # of Awards (duplicated)	2,011 (verified)	2,024 3% Increase	551	551 (Summer '21 - verified) 713 (Fall '21 – preliminary)	1,670 (preliminary) Summer '21, Fall '21, Spring '22 Did Not Meet	2,062 (preliminary) Summer '21, Fall '21, Spring '22 EXCEEDS
<p>Strategic Objective 3: Provide a prepared workforce.</p>	8 Year Integrated Postsecondary Education Data System (IPEDS) Outcome Measure. This is GTC's selected measure from one of five options offered by SACSCOC; measures the percentage of all students who graduate within 8 years.	20% Baseline – 2012 cohort Peer institutions average 21%	21% 1% Increase	N/A	N/A	21% MEETS	21% MEETS

STUDENT ACCESS AND SUCCESS	Measures of Success	2020-21 Outcomes	Annual Goals	Performance as of			
				November 1	January 31	April 30	May 31
<p>Strategic Objective 1: Streamline existing and identify new pathways for student access.</p>	% Persistence Fall semester to Spring semester	72%	74% 2% Increase	N/A	75% Preliminary Eff. 2/3/22	75% EXCEEDS	75% EXCEEDS
	% Retention Fall semester to Fall semester	55%	57% 2% Increase	55% Fall '20 – Fall -21	55% No change	55% No change Did Not Meet	55% No change Did Not Meet
	# of Early College Enrollment	1,765 (Fa20) 1,729 (Sp21)	1,800 (Fa21) 1,764 (Sp22) 2% increase	1,676 (Fa21) Preliminary Eff. 10/15/21 565 (Sp22) Preliminary	1,676 (Fa21) 1,605 (Sp22) Preliminary Eff. 2/2/22	1,677 (Fa21) Did Not Meet 1,630 (Sp22) Preliminary Eff. 3/15/22 Did Not Meet	1,677 (Fa21) Did Not Meet 1,630 (Sp22) Did Not Meet
<p>Strategic Objective 2: Ensure effective pathways to student academic and personal development.</p>	Increase Enrollment Headcount	10,526 (Fa20) 9,130 (Sp21)	11,111 (Fa21) 9,638 (Sp22) 5.56% increase	9,756 (Fa21) Preliminary Eff. 10/15/21 4,327 (Sp22) Preliminary	9,755 (Fa21) Preliminary Eff. 12/10/21 8,894 (Sp22) Preliminary Eff. 1/31/2022	9,752 (Fa21) Preliminary Eff. 5/10/22 Did Not Meet 9,103 (Sp22) Preliminary Eff. 5/10/22 Did Not Meet	9,706 (Fa21) Did Not Meet 9,101 (Sp22) Did Not Meet
	Increase Foundation donations for endowed scholarship funds	\$364,508 Cumulative to date	Increase by \$200,000 Annually	\$334,473 Raised towards annual goal 167% over goal	\$2,637,513 Raised towards annual goal of \$200,000 <i>2025 Target \$800,000</i>	\$2,762,992 Raised towards annual goal of \$200,000 2025 Target \$800,000 EXCEEDS Includes an estate gift of \$2,000,000	\$2,762,992 Raised towards annual goal of \$200,000 2025 Target \$800,000 EXCEEDS Includes an estate gift of \$2,000,000
<p>Strategic Objective 3: Expand engagement strategies to promote student goal attainment.</p>							

EMPLOYEE SUPPORT AND DEVELOPMENT	Measures of Success	2020-21 Outcomes	Annual Goals	Performance as of			
				November 1	January 31	April 30	May 31
<p>Strategic Objective 1: Foster a culture of innovation, continual learning, and professional development for employees.</p> <p>Strategic Objective 2: Provide a supportive and rewarding work environment.</p> <p>Strategic Objective 3: Facilitate open and productive communication across all levels.</p>	Increase the number of employee engagement opportunities	14 virtual town hall meetings with employees (SCW); 9 management team meetings; 9 Courageous Conversations and Women's Club meetings multiple communiques w/students & employees (cumulative to date)	11 Success Check Webinars; 10 Courageous Conversations and 3 Women's Club meetings; 9 management team meetings; 6 major celebratory events per year for employees (examples – employee appreciation, retirement celebration, 4DX Summit, Convocation, Employee Service Awards, etc.)	8 Success Check Webinars; 2 MT meetings; 3 Courageous Conversations; 1 celebratory event (Convocation) <i>(cumulative from prior month)</i>	One - 4DX college-wide Relaunch Event; 16 Success Check Webinars; 4 Courageous Conversations; 12 Greenville Tech Gives Back opportunities <i>(cumulative from prior month)</i>	One 4DX college-wide Relaunch Event; One 4DX March Mania Summit; & One Anthology Kick-Off; 30 Success Check Webinars; 5 Courageous Conversations; & One Women's Group Meeting Annual Employee Appreciation Awards & Appreciation Picnic 11 Greenville Tech Gives Back opportunities President Miller - Quarterly Employee & Community Newsletter <i>(cumulative from prior month)</i> EXCEEDS	One 4DX college-wide Relaunch Event; One 4DX March Mania Summit; & One Anthology Kick-Off; 30 Success Check Webinars; 5 Courageous Conversations; & One Women's Group Meeting Annual Employee Appreciation Awards & Appreciation Picnic 11 Greenville Tech Gives Back opportunities President Miller - Quarterly Employee & Community Newsletter <i>(cumulative from prior month)</i> EXCEEDS
	% of minority applicants from full time faculty applicant pool of positions filled.	25%	26%	28%	31%	31%	31%
	Fluctuates Monthly	Fluctuates Monthly	1% Increase	140 Total Applicants 13 Full time faculty positions 137 provided race 38 self-reported as Black/African American, Hispanic, Asian/Pacific Islander, or Native American	261 Total Applicants 21 Full time faculty positions 254 provided race 80 self-reported as Black/African American, Hispanic, Asian/Pacific Islander, or Native American	No new faculty hires No change EXCEEDS	EXCEEDS 271 Total Applicants 25 Full time faculty positions 264 provided race 83 self-reported as Black/African American, Hispanic, Asian/Pacific Islander, or Native American

OPERATIONAL EXCELLENCE AND ACCOUNTABILITY	Measures of Success	2020-21 Outcomes	Annual Goals	Performance as of			
				November 1	January 31	April 30	May 31
<p>Strategic Objective 1: Continue to refine budgeting principles and policies for ongoing financial sustainability.</p>	Process improvement efficiency and/or effectiveness gains	Process Adoption = 94% XPS = 3.65 XPS is similar to GPA calculations (4.0)	Process Adoption = 90% XPS = 3.75	Process Adoption = 92% XPS = 3.83	Process Adoption = 76% XPS = 3.6	Process Adoption = 90% MEETS XPS = 3.72 Did Not Meet	Process Adoption = 90% MEETS XPS = 3.72 Did Not Meet
<p>Strategic Objective 2: Maximize resource impact while balancing the needs of employees, customers, and key stakeholders.</p>	% of annual discretionary budget spend with minority vendors excluding women & veterans.	4% \$277,947 Cumulative available spend \$7,147,86	≥ 5% 1% Increase	5% \$160,112 Cumulative available spend \$3,138,209	5% \$308,433 Cumulative available spend \$5,847,634	5% \$378,104 Cumulative available spend \$8,063,850 MEETS	4.5% \$422,019 Cumulative available spend \$9,355,964 Did not meet
<p>Strategic Objective 3: Meet and exceed operational excellence standards.</p>	% of annual discretionary budget spend with all minority vendors.	24% \$1,686,128	≥ 16% Maintain goal	30% \$938,850	25% \$1,452,151	25% \$1,780,312 EXCEEDS	20% \$1,874,505 EXCEEDS
COMMUNITY LEADERSHIP	Measures of Success	2020-21 Outcomes	Target	November 1	January 31	April 30	May 31
<p>Strategic Objective 1: Forecast and respond to changing employer needs.</p>	# of Greenville County companies served	119	139 3% Increase	70	87	146 MEETS	152 EXCEEDS
<p>Strategic Objective 2: Advance educational opportunities for all community members.</p>	Continuing Education Annualized Headcount	9,182	10,000 9% increase	3,605 (duplicated)	5,505 (duplicated)	7,835 (duplicated) Anticipate 9,000 by year-end Did Not Meet	8.650 (duplicated) Anticipate 9,000 by year-end Did Not Meet
<p>Strategic Objective 3: Serve the community by sharing our expertise, volunteerism, economic support, and other resources.</p>	Dr. Miller to provide narrative in annual year-end report to meet SO 3.		N/A	N/A	N/A	N/A	End of Year Accomplishments MEETS

TEACHING AND LEARNING	Measures of Success	2021-22 Outcomes	Annual Goals	Performance as of			
				August 31	November 1	January 31	April 30
Strategic Objective 1: Deliver high-quality educational programs and skills-based training.	Credit Licensure exam pass rate	94% (verified)	95% 1 percentage point increase NO CHANGE				
	Graduate placement rate <i>Defined as students placed in field of study & continuing education</i>	85% (graduates of 2019-20) (verified)	87% 2 percentage point increase NO CHANGE				
	WIG - Total # of Graduates (unduplicated)	1,876 (preliminary) Summer '21, Fall '21, Spring '21	2,200 NO CHANGE 17+% increase				
Strategic Objective 2: Improve course success and program completion for all students.	Total # of Awards (duplicated)	2,062 (preliminary) Summer '21, Fall '21, Spring '22	2,024 2,124 3% increase over 2021-22 outcomes				
Strategic Objective 3: Provide a prepared workforce.	8 Year Integrated Postsecondary Education Data System (IPEDS) Outcome Measure. This is GTC's selected measure from one of five options offered by SACSCOC; measures the percentage of all students who graduate within 8 years.	21% Peer institutions average 21%	20% 22% 1 percentage point increase over 2022 outcomes				

STUDENT ACCESS AND SUCCESS	Measures of Success	2021-22 Outcomes	Annual Goals	Performance as of			
				August 31	November 1	January 31	April 30
Strategic Objective 1: Streamline existing and identify new pathways for student access.	% Persistence w/o transfers Fall semester to Spring semester	75%	75% 76% 1 percentage point increase over 2021-22 outcomes				
	% Retention fall semester to Fall semester	55%	57% NO CHANGE 2 percentage point increase				
	# of transfers (Spring '21 - 364)	309 <i>Spring 2022* preliminary</i>	325* Spring 2023 5% increase over 2021-22 outcomes				
Strategic Objective 2: Ensure effective pathways to student academic and personal development.	# of Early College Enrollment (<i>dual enrollment</i>)	1,677 (Fa21) 1,630 (Sp22) Final	1,800 (Fa22) 1,764 (Sp23) 2% increase				
	% of Black & AA students enrolled in <i>Early College</i>	8% of total <i>Early College</i> enrollment	10% 2% percentage point increase over 2021-22 outcomes increase				
	% of Hispanic students enrolled in <i>Early College</i>	11% of total <i>Early College</i> enrollment	13% 2% percentage point increase over 2021-22 outcomes increase				
Strategic Objective 3: Expand engagement strategies to promote student goal attainment.	Increase Enrollment Headcount	9,706 (Fa21) 9,101 (Sp22) Final	10,500 (Fa22) 9,300 (Sp23)				
	Increase Foundation donations for endowed scholarship funds Increase Foundation donations for the Capital Campaign	Cumulative to date	Increase to \$5,000,000 By July 31, 2023				

EMPLOYEE SUPPORT AND DEVELOPMENT	Measures of Success	2021-22 Outcomes	Annual Goals	Performance as of			
				August 31	November 1	January 31	April 30
<p>Strategic Objective 1: Foster a culture of innovation, continual learning, and professional development for employees.</p> <p>Strategic Objective 2: Provide a supportive and rewarding work environment.</p> <p>Strategic Objective 3: Facilitate open and productive communication across all levels.</p>	<p>Increase the number of employee engagement opportunities</p> <hr/> <p>% of minority applicants from full time faculty applicant pool of positions filled.</p>	<p>One 4DX college-wide Relaunch Event; One 4DX March Mania Summit; & One Anthology Kick-Off;</p> <p>30 Success Check Webinars;</p> <p>5 Courageous Conversations; & One Women's Group Meeting</p> <p>Annual Employee Appreciation Awards & Appreciation Picnic</p> <p>11 Greenville Tech Gives Back opportunities</p> <p>President Miller - Quarterly Employee & Community Newsletters</p> <hr/> <p align="right">31%</p>	<p>4DX Summit; Convocation; Success Check Webinars;</p> <p>6 Courageous Conversations; & Two Women's Group Meeting</p> <p>Annual Employee Appreciation Awards & Appreciation Picnic</p> <p>Greenville Tech Gives Back opportunities</p> <p>President Miller - Quarterly Employee & Community Newsletters</p> <hr/> <p align="right">26% 28%</p> <p>Fluctuates Monthly</p>				

OPERATIONAL EXCELLENCE AND ACCOUNTABILITY	Measures of Success	2021-22 Outcomes	Annual Goals	Performance as of			
				August 31	November 1	January 31	April 30
<p>Strategic Objective 1: Continue to refine budgeting principles and policies for ongoing financial sustainability.</p> <p>Strategic Objective 2: Maximize resource impact while balancing the needs of employees, customers, and key stakeholders.</p> <p>Strategic Objective 3: Meet and exceed operational excellence standards.</p>	Process improvement efficiency and/or effectiveness gains	Process Adoption = 90% XPS = 3.72 XPS is similar to GPA calculations (4.0)	Process Adoption = 90% XPS = 3.75				
	% of annual discretionary budget spend with minority vendors excluding women & veterans.	4.5% \$422,019 Cumulative available spend \$9,355,964	≥ 5% NO CHANGE				
	% of annual discretionary budget spend with all minority vendors.	20% \$1,874,505	≥ 16% Maintain goal HEERF Funds presented opportunities not previously available				

COMMUNITY LEADERSHIP & RESPONSE TO EMPLOYERS	Measures of Success	2021-22 Outcomes	Target	Performance as of				
				August 31	November 1	January 31	April 30	
<p>Strategic Objective 1: Forecast and respond to changing employer needs.</p> <p>Strategic Objective 2: Advance educational opportunities for all community members.</p> <p>Strategic Objective 3: Serve the community by sharing our expertise, volunteerism, economic support, and other resources.</p>	# of Greenville County companies served	146	139 3% Increase					
	# of individuals attending quick jobs training	1,475	Increase by 2% 1,500					
	<i>GTC's goal is to track the % of completers and job placements in field of study + those continuing their education. With that in mind, GTC will launch a pilot program Fall 2022 in partnership with the state. Results to be reported next spring.</i>							
	Continuing Education Annualized Headcount	7,835 (duplicated)	10,000 9% increase					
# of Economic Development and Corporate Training (EDCT) credentials awarded	810	Increase by 2% 826						
Dr. Miller to provide narrative in annual year-end report to meet SO 3.	Year End Accomplishments		N/A	N/A	N/A	N/A	N/A	
		NO CHANGE						