



**Minutes  
Greenville Technical College Area Commission  
Barton Campus  
Administration Building (123), Executive Board Room**

**June 20, 2018**

**Members Present**

David Stafford (phone)  
Kenneth Southerlin  
James Blakely  
Dr. Burke Royster (phone)  
Coleman Shouse  
Ray Lattimore  
Keith Smith  
Hunter Howard  
Ray Martin  
Dean Jones  
Jo Hackl  
Paul Batson

**Staff Present**

Dr. Keith Miller  
Dr. Matteel Jones  
Dr. Jermaine Whirl  
Jacqui DiMaggio  
Ann Wright  
Wendy Walden  
Susan Jones  
Becky Mann  
Eric Bedingfield

**Members Absent**

**Guests**

Keith Munson  
Steve Burry

**Visitors**

Brian Craft, Workday

**Call to Order and Welcome**

With Chair Stafford out of the country, Vice Chair Shouse presided over the meeting.

Vice Chair Shouse called the meeting to order at 12:13 p.m. and welcomed members of the board, staff, and visitors. Vice Chair Shouse announced that in accordance with the Freedom of Information Act, the press had been notified of the meeting, but no press members were in attendance. Vice Chair Shouse acknowledged that the agenda was posted on the GTC website. Chair Stafford also acknowledged that a quorum of board members was present.

**Nominating Committee**

Chair Stafford asked Dr. Royster to present the new slate of officers for approval. Dr. Royster presented the slate: Chair – Mr. Shouse, Vice Chair – Mr. Lattimore, Secretary – Mr. Howard, and Treasurer – Mr. Southerlin. There being no opposition, Chair Stafford made a motion to accept the slate of new officers as presented by Dr. Royster. The motion carried. Chair Stafford will be formally recognized at the August meeting.

### **Approval of Minutes**

Mr. Howard made a motion to approve the May 16, 2018, minutes as submitted. Mrs. Hackl seconded the motion. The motion carried.

### **Building and Grounds Committee**

Mr. Shouse stated that in committee, two items were discussed.

### **Finance Report**

Mrs. DiMaggio presented the finance report.

Year-to-date revenues are 2% above the year-to-date budget and approximately 1% above the prior year actual. The most significant variances are:

**Student revenues** are approximately 1% above the budget and almost even with last year. Summer registration is still underway.

**County revenues** are above the actual budget for the year and will be above the budget at the end of the year.

**State appropriations** are slightly above the budget and below the prior year. All state appropriations have been received for the year.

**Auxiliary Services** continue to lag behind the budget and the prior year. The college is working on less expensive options for academic materials for students which will impact both revenue and expenses.

**Other revenue** is significantly above the budget and the prior year. The primary reason for the increase is related to revenue from the Clemson academic program agreement.

Expenses are slightly above the budget and 2% above the prior year. The most significant variances are:

**Instructional expenses** are slightly above the budget and the prior year because of timing differences and the impact of the pension increase.

**Academic Support** and **Student Support** are on target.

**Operation and Maintenance of Plant** are significantly under budget because of timing differences with some utility bills and projects. It will be closer to target by the end of the fiscal year.

**Administrative and general expenses** are above the budget and the prior year because of the one-time payment to the Department of Education.

**Remissions and exemptions** are above the budget and the prior year because of the increase in high school students this year.

**Capital expenses** are above the budget and the prior year because of the new aviation center. **Debt service** is on target.

### **Finance Committee**

Mrs. DiMaggio presented the proposed FY 2018-2019 budget.

Revenues are budgeted for a 1% increase or approximately \$500,000 above this year's budget.

Tuition is budgeted for an increase of approximately 3%.

Enrollment is budgeted for a 1% decrease. GTC tends to forecast on the conservative side to be able to release budget money later.

The Curriculum Tech Fee is budgeted for an increase of \$1/credit hour.

EDCT tuition revenue is the same as the prior year. GTC is waiting to hear from the state on availability of workforce development funds, and we expect to see an increase in revenues.

Furnishings and exemptions are budgeted for an increase of \$60,000.

GTC will start seeing a tuition increase from high school students. The students paying \$40/credit hour this year will continue to pay \$40/credit hour for the remainder of their high school career. Incoming high school students will be paying \$60. Revenue from high school students will slightly increase.

Greenville County revenues are budgeted for an increase of \$100,000. GTC is currently above projections but remain conservative with the forecast because of the new funding formula and uncertainty of the legislature for pension funding.

The expense items are broken out by salaries, benefits, and all other fixed charges.

Mrs. DiMaggio distributed a handout that shows the changes by functional area, i.e. the current operating budget, the current year actual through the end of May, and the proposed budget for 2018-2019.

Instructional expenses are budgeted for an increase of 1%.

Academic Support is budgeted for an increase of 10% because of personnel reallocation in those areas.

Student Support is budgeted for a slight increase because of the pension and benefits issues.

Operations and maintenance of plant are budgeted for an increase of 1%.

Administrative and general are budgeted for a downward trend because GTC has all of the attrition savings budgeted here. There is an extra negative line item for \$1.5 million in attrition savings. Budgets will be readjusted as needed.

There is a significant increase in the technology budget. The state is no longer allowing the college to use lottery technology funds to pay for expenditures like software licenses. The expenses did come out of a restricted fund and will need to be added into the operating budget. However, it will free up funds for tech refresh and for purchasing computers.

Remissions and exemptions are slightly increased.

Capital expenditures are significantly higher than last year.

Debt service is based on the debt service schedule.

The variance in auxiliary services is due to an 11% decrease in revenue and a 25% decrease in expenses. The college has come up with opportunities for savings in salaries and cost of goods sold.

Everything is on schedule for the book store to open this fall on the Barton campus.

There should be a surplus of approximately \$700,000 out of the operating budget. GTC has been very conservative in spending, and the county was able to give the college more money. As the county continues to grow, the millage for GTC will grow.

A motion was made by the committee to approve the budget as presented. The motion carried.

### **Building and Grounds Committee**

**McCall Hospice House Signage and Easement** – The easement is adjacent to the Brashier Campus and acquired through the Brashier Campus. McCall has a new affiliation with Bon Secours necessitating new signage. The signage would be visible from West Georgia Road near the current entrance to the McCall House. The committee made a motion to approve the signage and easement. Mr. Lattimore serves on the Bon Secours board and abstained from the vote. The motion carried.

**McKinney Automotive Center Right-of-Way** – The easement is for sanitary sewer to be constructed by the city of Greenville on the McKinney Automotive campus on Pleasantburg Drive. There is approximately 29,000 square feet that will be in the easement and undisturbed during construction. The permanent easement will be approximately 18,400 square feet. The committee recommended that the college enter into negotiations with the city of Greenville with the intent to approve. Should there be damages to the parking lot while under construction, GTC is going to ask the city to repave the entire parking lot and not just the easement. The committee further recommended that GTC complete the negotiations and bring the decision back to the full board. The recommendations carried.

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

**EMT – Paramedic New Certificate Request** – On behalf of the committee, Mr. Southerlin recommended the new certificate request for approval. It is an important update that will streamline the course and meet a strong demand. The motion carried.

### **Performance and Evaluation Committee**

Mrs. Hackl made a motion to move into Executive Session for the purpose of discussing the performance and compensation for the president. The motion carried.  
The board went into Executive Session at 12:45 p.m.

No other matters were discussed and no action was taken during the executive session.

The board reconvened from Executive Session at 1:17 p.m.

On behalf of the committee, Mrs. Hackl made a motion to accept the recommendations of the committee as provided. The motion carried.

**Review 2018-2019 Institutional Objectives** – Dr. Miller presented the new objectives for 2018-2019. There being no questions, Mrs. Hackl made a motion on behalf of the committee to adopt the 2018-2019 Institutional Objectives as presented. The motion carried.

### **President's Report**

Dr. Miller noted the 2017-2018 Key Accomplishments.

Dr. Miller provided an update on the Applied Baccalaureate Degree in Advanced Manufacturing Technology. The bill is in the conference committee for review. The conference committee will meet on June 27, 2018, and will go back to the House and Senate when session reopens on the budget. It is expected that the bill will come out clean as it was presented originally and go on to the governor for approval.

Dr. Miller also noted the Foundation monthly report that was handed out prior to the meeting. The Foundation will provide future monthly reports.

Mr. Burry requested time on the agenda to offer comments and observations. Mr. Burry's State Tech board term as the 4<sup>th</sup> Congressional District representative will expire at the end of the month. Mr. Burry acknowledged Mr. Calder Ehrmann who introduced him to Dr. Miller and GTC in 2012. Mr. Burry thanked Dr. Miller, the GTC leadership, the GTC staff, and the Area Commission for allowing him the opportunity to attend and participate in the board meetings. By doing so, it placed him in a better position to represent GTC in the state.

Mr. Burry stated that the State Tech Board is in excellent shape. Mr. Greg Atkins is the new chairman. Mr. Atkins is an attorney in the lower part of the state, has served on the commission, has chaired a local commission, and knows the needs and issues at the technical colleges.

Mr. Batson thanked Mr. Burry for his support and leadership at the state level.

### **SCATCC and CHE Update**

**SCATCC Update** – There was a discussion at the last board meeting on the challenges of funding going forward for all colleges. A task force was formed to work with the State Office and the presidents to help improve the state funding system going forward.

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Mr. Batson shared the death of Mr. Pete Sercer who was active in the state, former airforce officer, former State Board member, and former National ACCT chairman.

**CHE** – There was a recent board meeting in Anderson. Town hall meetings are continuing. CHE has developed a Student Bill of Rights that is controversial. A meeting is planned with four-year institutions in August to discuss a suggestion that CHE has made to freeze or cap tuition at all institutions over the next few years. There will be a two-day workshop in August.

**Old and New Business**

The next board meeting will be held on August 15, 2018, at the Benson Campus.

There being no other old or new business, Vice Chair Shouse adjourned the meeting at 1:31 p.m.