



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

**September 19, 2018**

**Members Present**

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

**Staff Present**

Dr. Keith Miller, President  
Eric Bedingfield  
David Clayton  
Jacqui DiMaggio  
Les Gardner  
Susan Jones  
Tanisha Latimer  
Lisa Mangione  
Becky Mann  
Lauren Simer  
Wendy Walden  
Dr. Jermaine Whirl  
Ann Wright

**Guests**

Ben Kochenower  
Keith Munson

**Visitors**

Ariel Gilreath, Greenville Journal

**Call to Order and Welcome**

Chair Shouse called the meeting to order at 12:38 p.m. and welcomed members of the board, staff, and visitors. Chair Shouse announced that in accordance with the Freedom of Information Act, the press had been notified of the meeting. Ms. Ariel Gilreath with the *Greenville Journal* was in attendance. Chair Shouse acknowledged that the agenda was posted on the GTC website. Chair Shouse also acknowledged that a quorum of board members was present.

**Approval of Minutes**

Mr. Stafford made a motion to approve the August 15, 2018, minutes as submitted. Mr. Jones seconded the motion. The motion carried.

### **Finance Report**

Mr. Southerlin referred the board to the revised financial reports in the board packet. Mrs. DiMaggio presented the finance report in the new format that reflects a ten-year comparison (see attached).

### **Audit Committee**

Mr. Howard reported that the Audit Committee met earlier to review and accept the audit conducted by Kline Brandt Kochenower as presented by Mr. Kochenower, a senior partner with the firm. The college had to book a post-employment liability; however, the college is operating in a very positive manner in terms of year to year. The college had a clean opinion and a clean management letter. A motion came from the committee to accept the financial statements of June 30, 2018, as presented. The motion carried.

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

**Student Success Center Naming** – Chair Shouse introduced Mr. Les Gardner. Mr. Gardner stated the Greenville Tech Foundation has received a donor gift that matches the criteria for naming. That gift is intended to be used for the construction of an addition and renovation of the Student Success Center with the naming going on that center. A formal announcement with details will follow later this year. The committee made a motion to accept the donation as presented. The motion carried.

**TRC Renovation Plan** – Dr. Miller reminded the board that the plan was addressed briefly at the August meeting. It concerns moving the services of the Admissions and Registration Center (ARC) from McAlister Square back to the Barton Campus in what is now the TRC building. A move to campus was identified as one of the top priorities in the 2012 master plan to increase services and convenience for students. The college is also looking at relocating the library to the Student Center in order to facilitate the move. Mrs. DiMaggio presented a PowerPoint of the renovation plan (see attached). The total TRC project cost, with a very generous contingency, would be approximately \$20 million. There are some other enabling projects (the library relocation and replacing a great deal of the HVAC/electrical) that in a worst case scenario could cost approximately \$900,000. Another \$500,000 has been set aside for other enabling projects to relocate other building offices. The college is asking the state for approval of \$22.5 million for part of the project. The source of funds will be the balance of \$30.7 million in reserves for construction projects less the \$2 million donation for the building. The projected date for the library to be moved to the Student Center is May 2019 and for Student Services to be moved to the TRC the summer of 2020. The Finance and Building & Grounds committees jointly made a motion to authorize administration to start the implementation of this project. The motion carried.

### **President's Report**

Dr. Miller went over two reports that the board wanted to see on a regular basis (see attached). Dr. Whirl prepared the Third Quarter Workforce Development report that provided an update on EDCT corporate training and on academic programs in development. Ms. Wright prepared the Greenville Tech Foundation report that provided a summary of Foundation activity for the month. Mr. Howard noted the Workforce Development Salute to take place on October 9, 2018 at the GTC Training Facility.

### **SCATCC and CHE Update**

**SCATCC Update** – Mr. Batson reported that the Commissioners' Association has been working all year with the presidents and the State Office to develop the legislative agenda. The agenda is also being developed with a proposal by Senator Sheehen.

### **CHE Update**

- Mr. Batson reported there were some State Tech projects approved by the Finance Committee. There has been a 100% pass rate for State Tech projects that have gone before the Finance Committee in the last three to four years.
- The Access and Equity and Student Services Committee that Mr. Batson chairs is looking into student debt and the collection process for policy issues.
- The data dashboard has been refined, and Mr. Batson will send the information to Chair Shouse to review and distribute accordingly.

There being no old or new business, Mrs. Hackl made a motion to adjourn. Mr. Martin seconded the motion. The motion carried.

The meeting adjourned at 1:15 p.m. and moved into the Enterprise Campus Authority Board meeting.

# FINANCIAL UPDATE

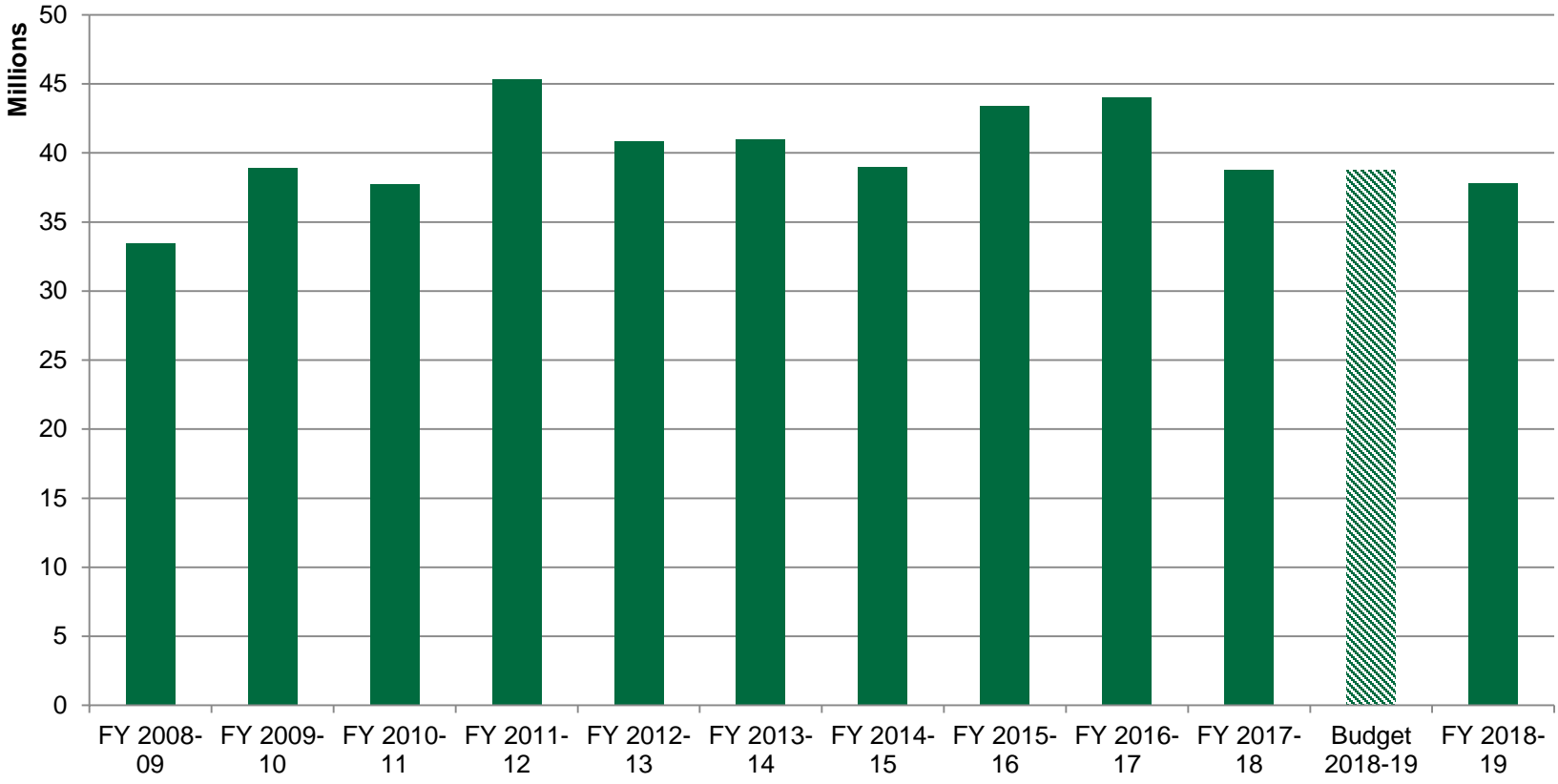
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Area Commission  
September 19, 2018



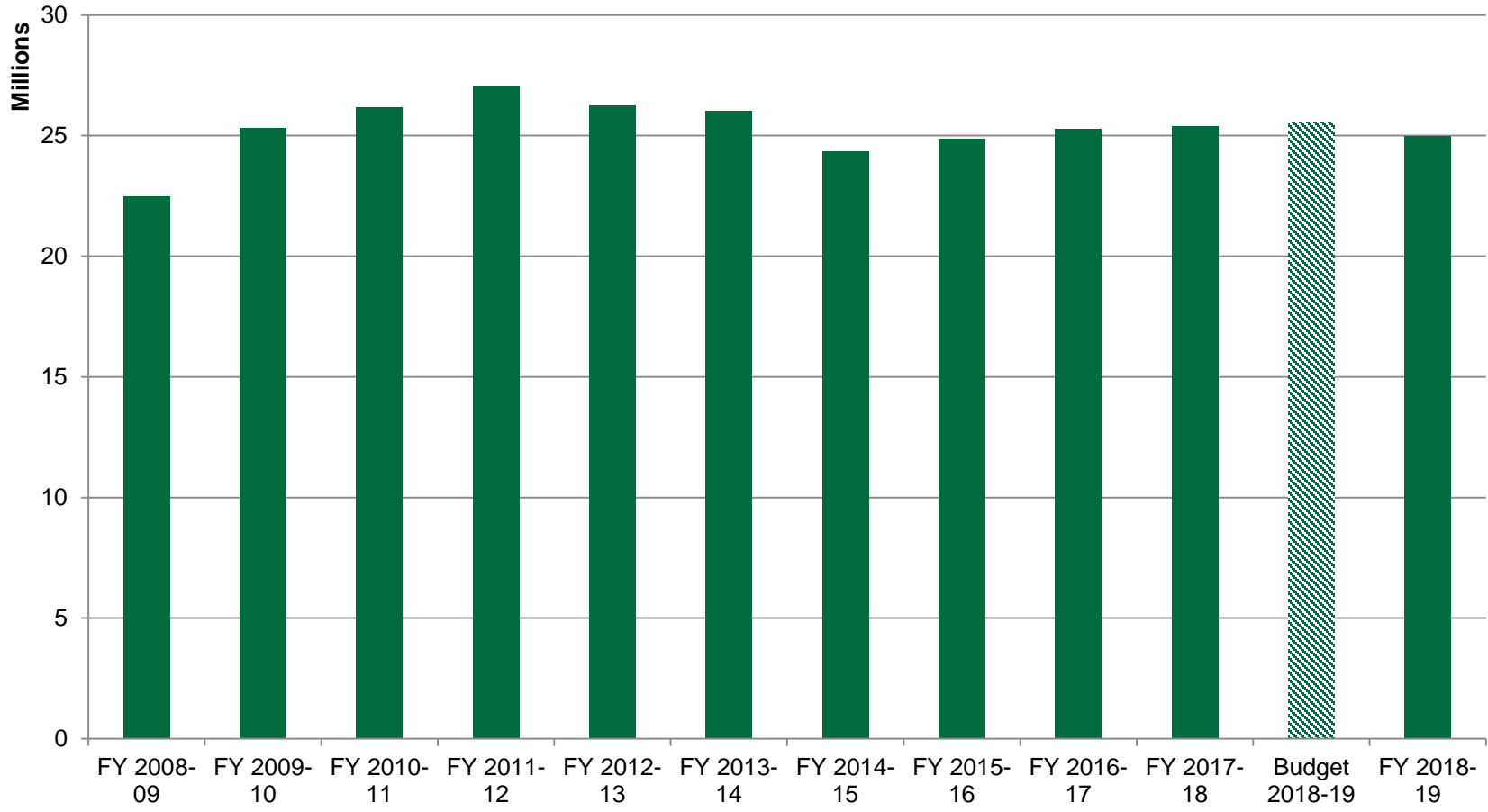
# REVENUES AUGUST 31 YEAR-TO-DATE

## Total Revenues



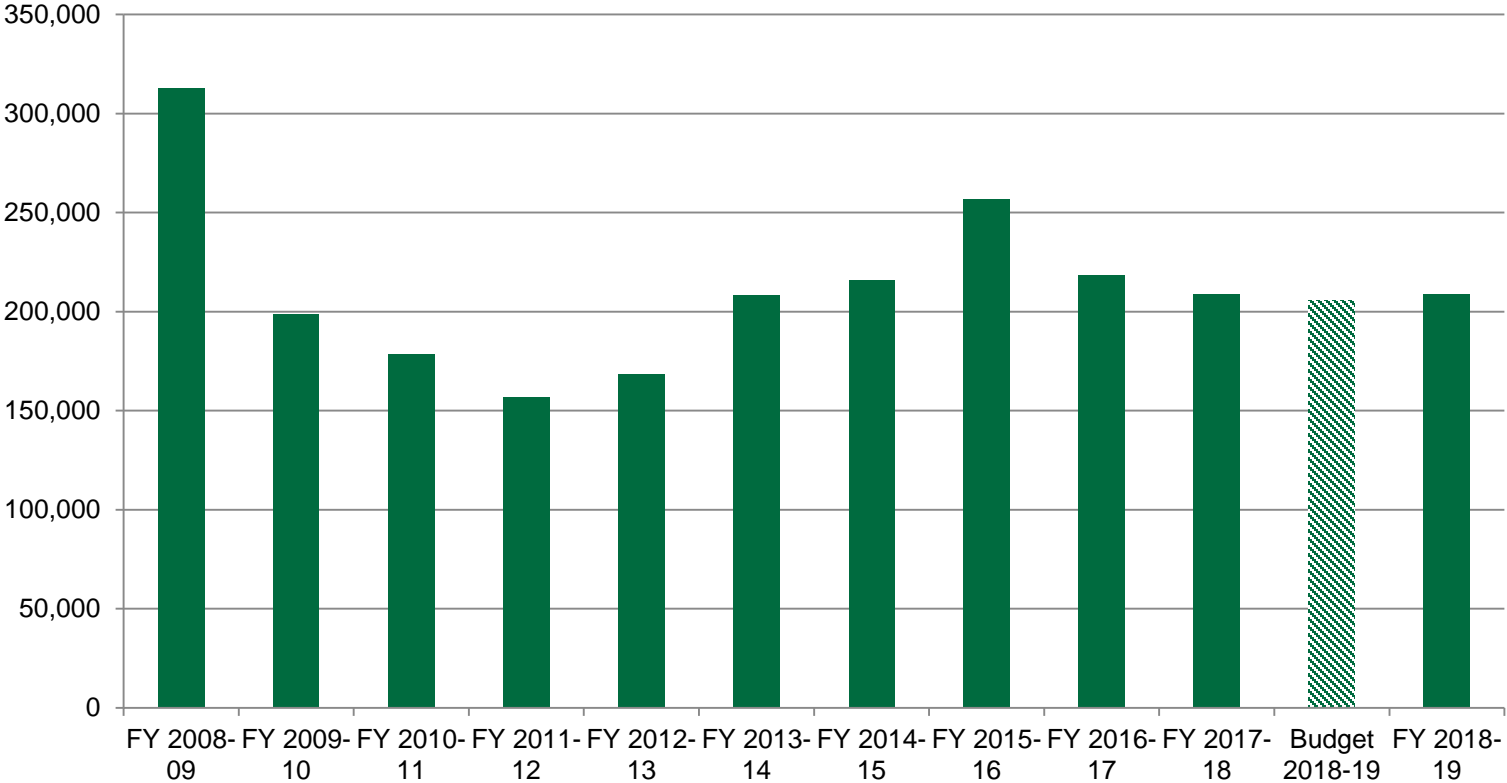
# REVENUES AUGUST 31 YEAR-TO-DATE

## Student Revenues



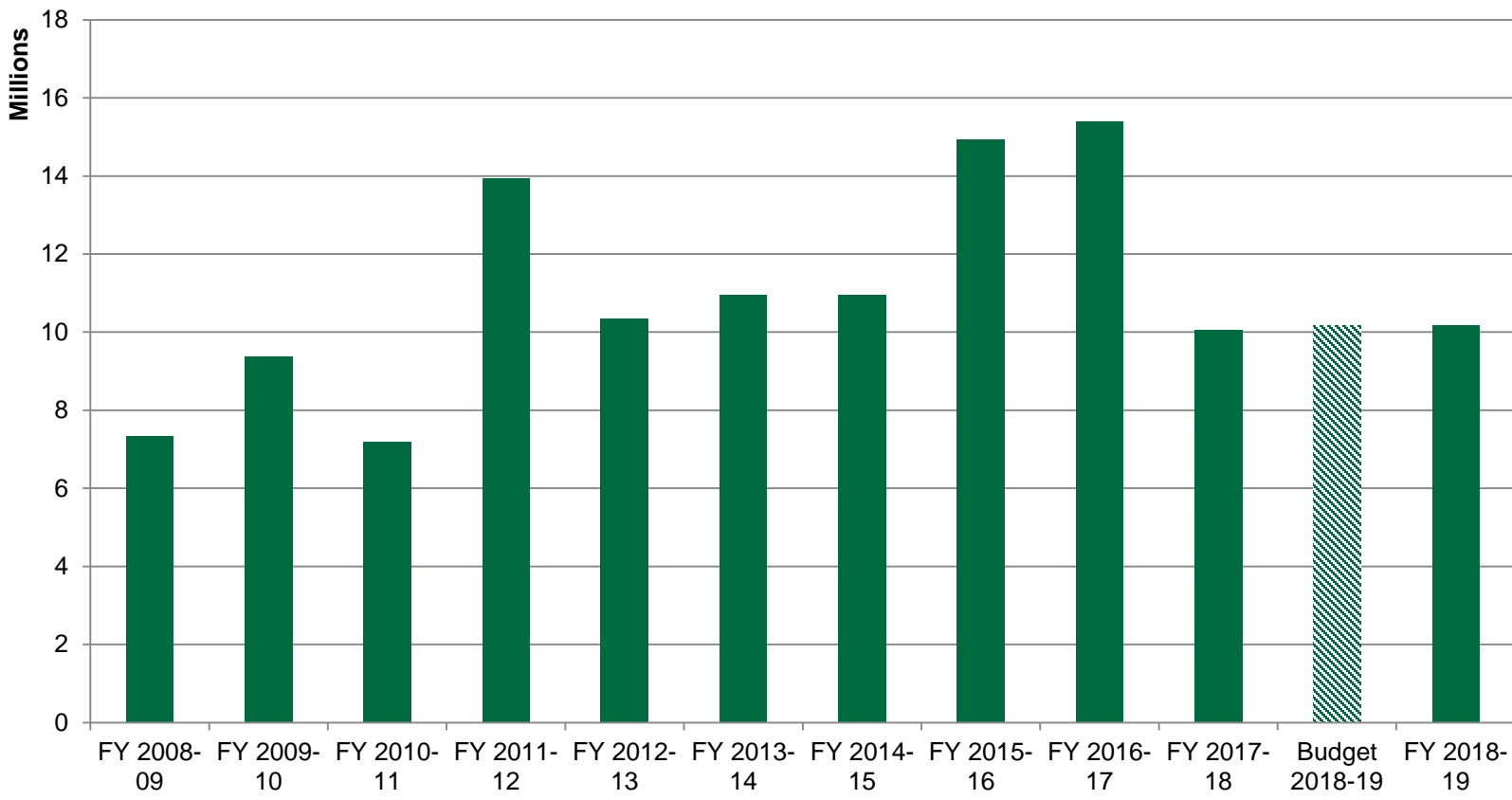
# REVENUES AUGUST 31 YEAR-TO-DATE

## County Revenues



# REVENUES AUGUST 31 YEAR-TO-DATE

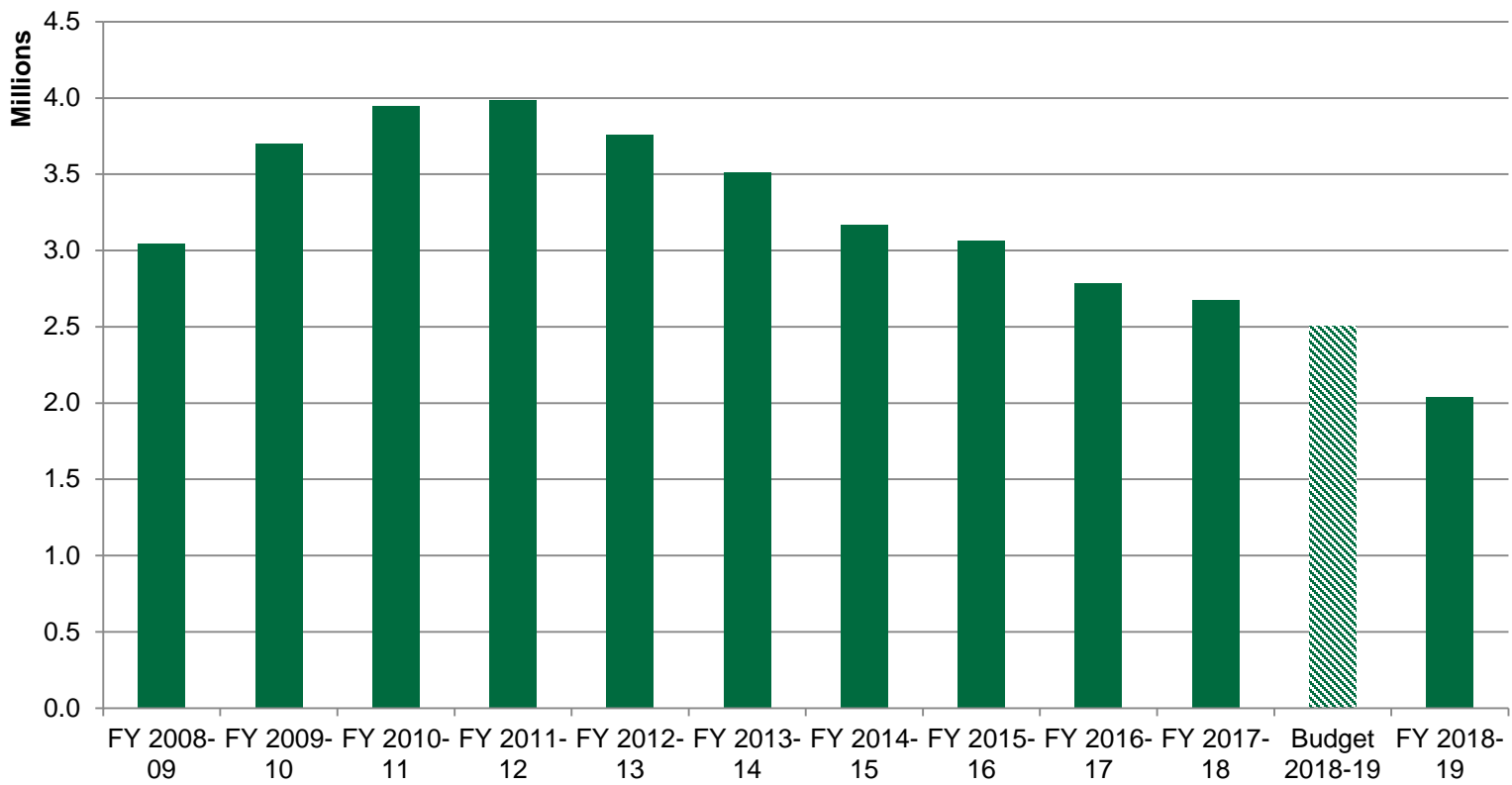
## State Appropriations





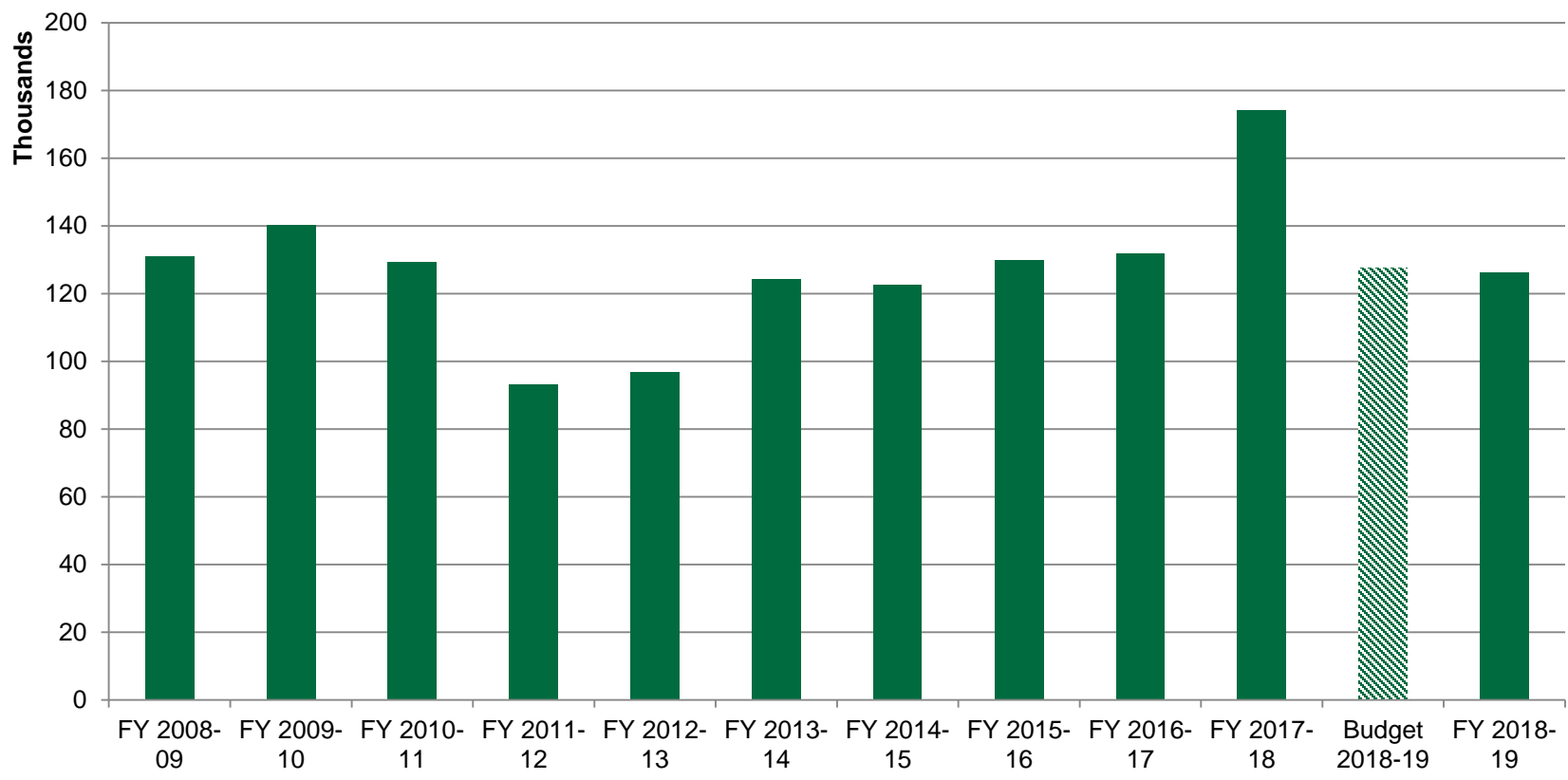
# REVENUES AUGUST 31 YEAR-TO-DATE

## Auxiliary Services



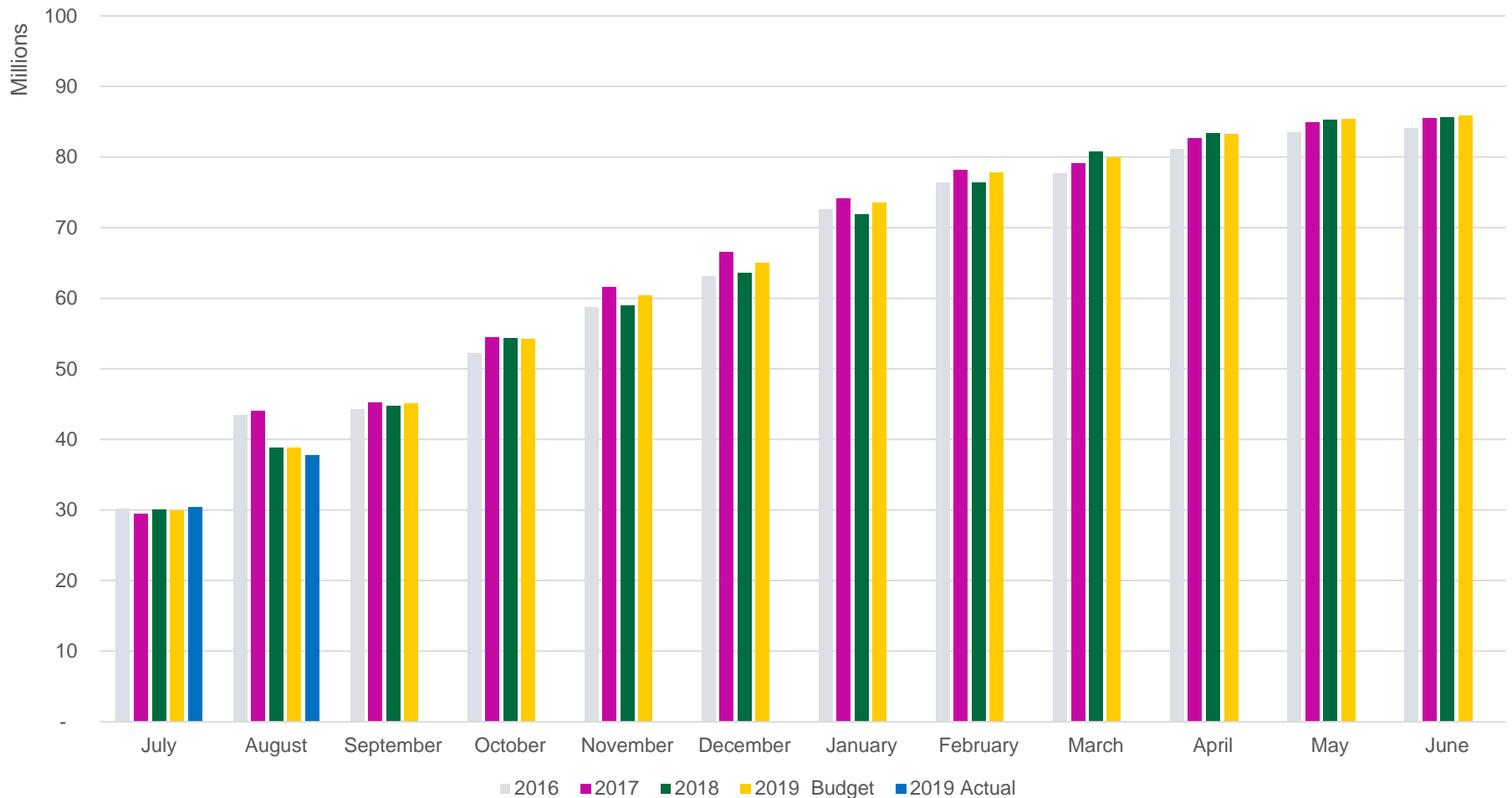
# REVENUES AUGUST 31 YEAR-TO-DATE

## Other Revenues



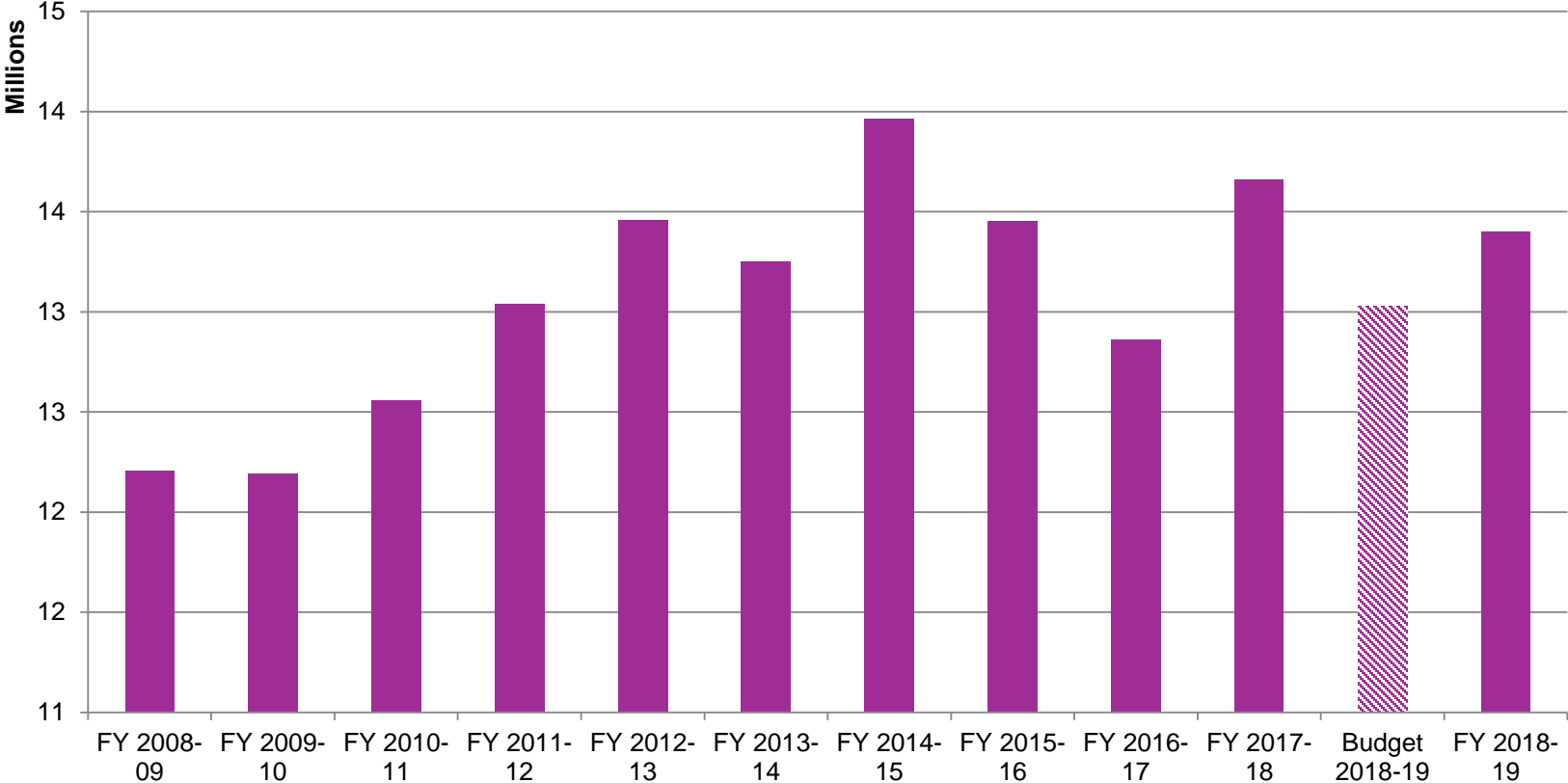
# TOTAL REVENUES BY MONTH

## Total Revenue



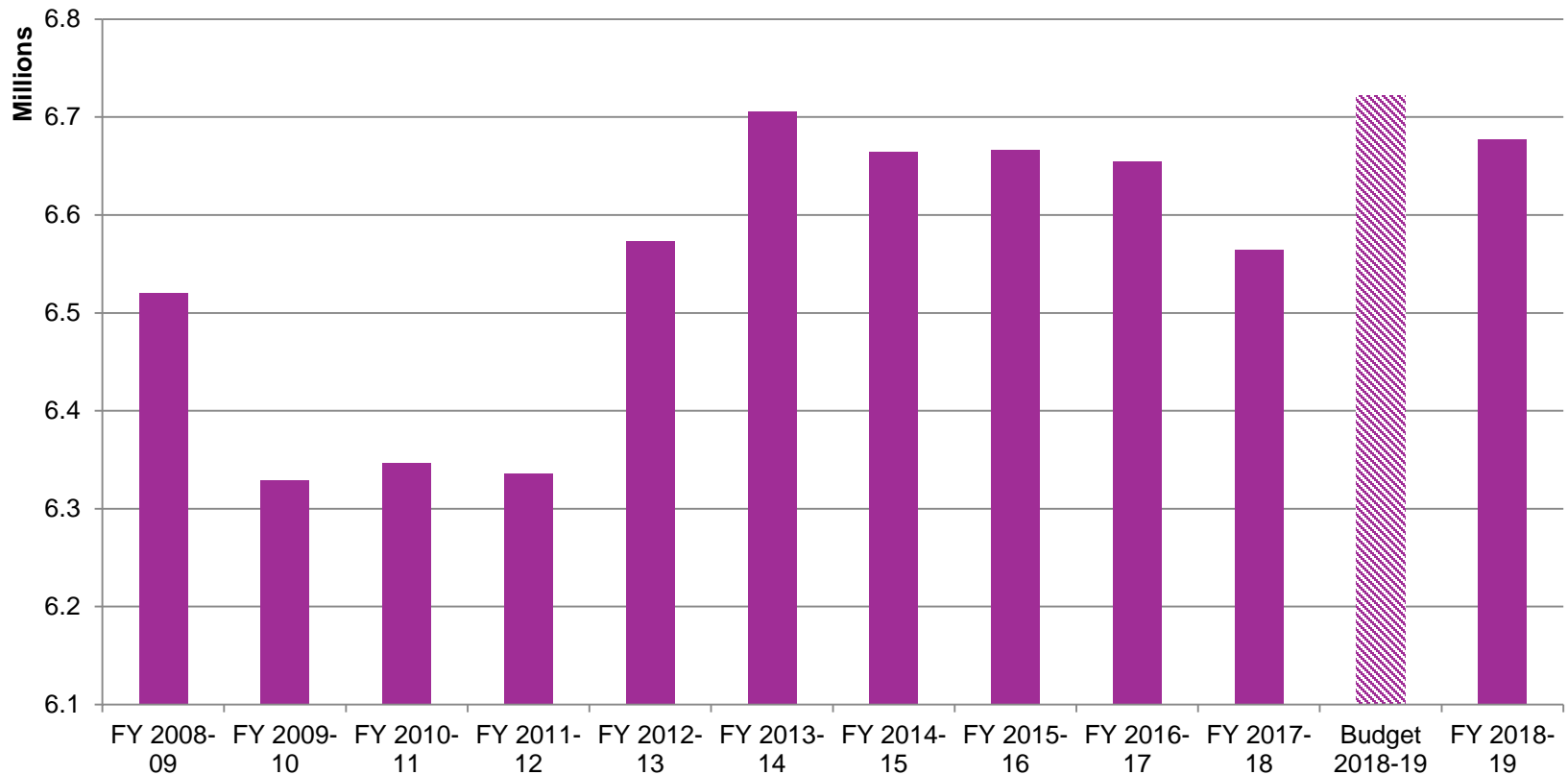
# EXPENSES AUGUST 31 YEAR-TO-DATE

## Total Expense



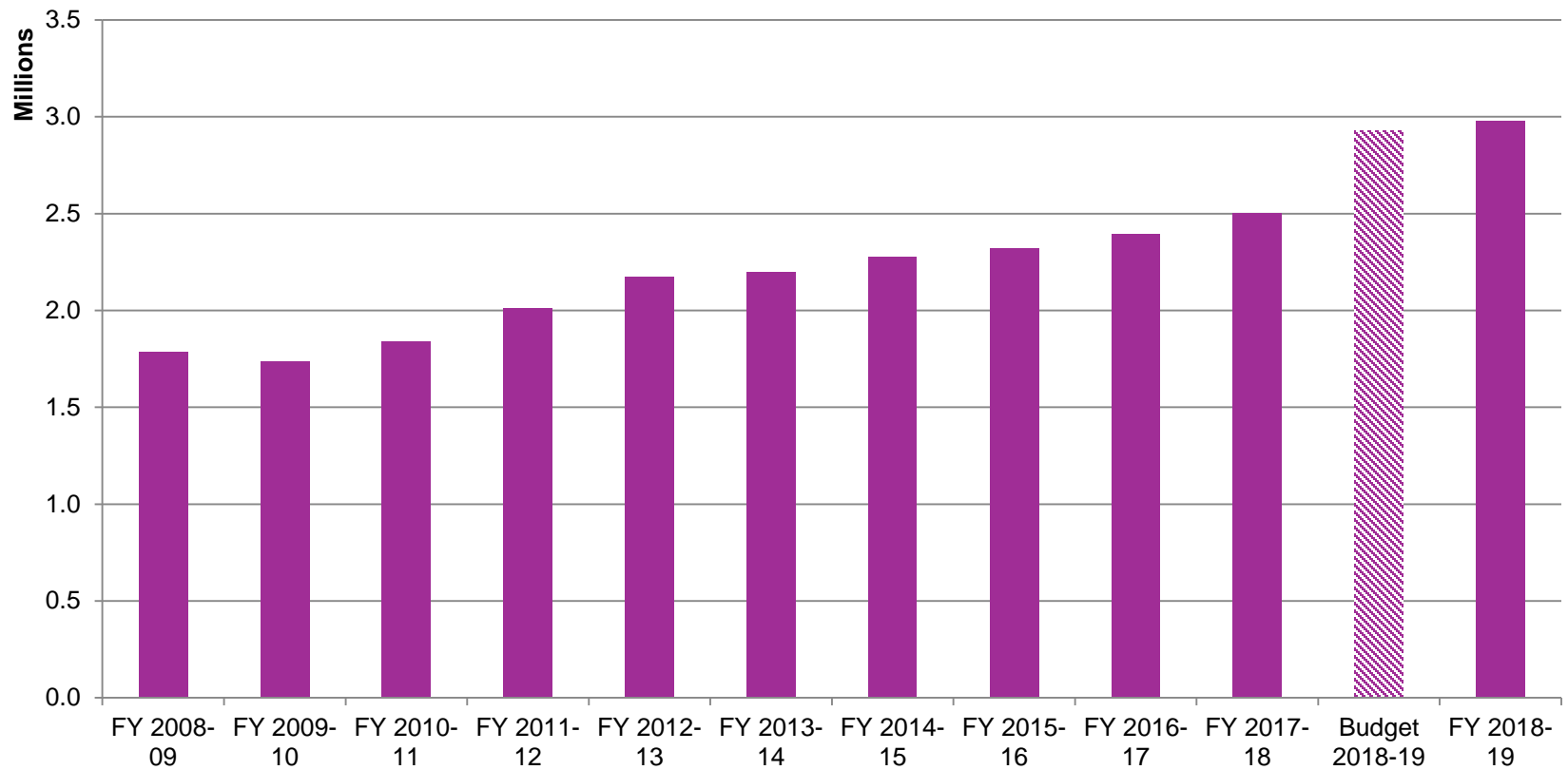
# EXPENSES BY TYPE AUGUST 31 YTD

## Salaries



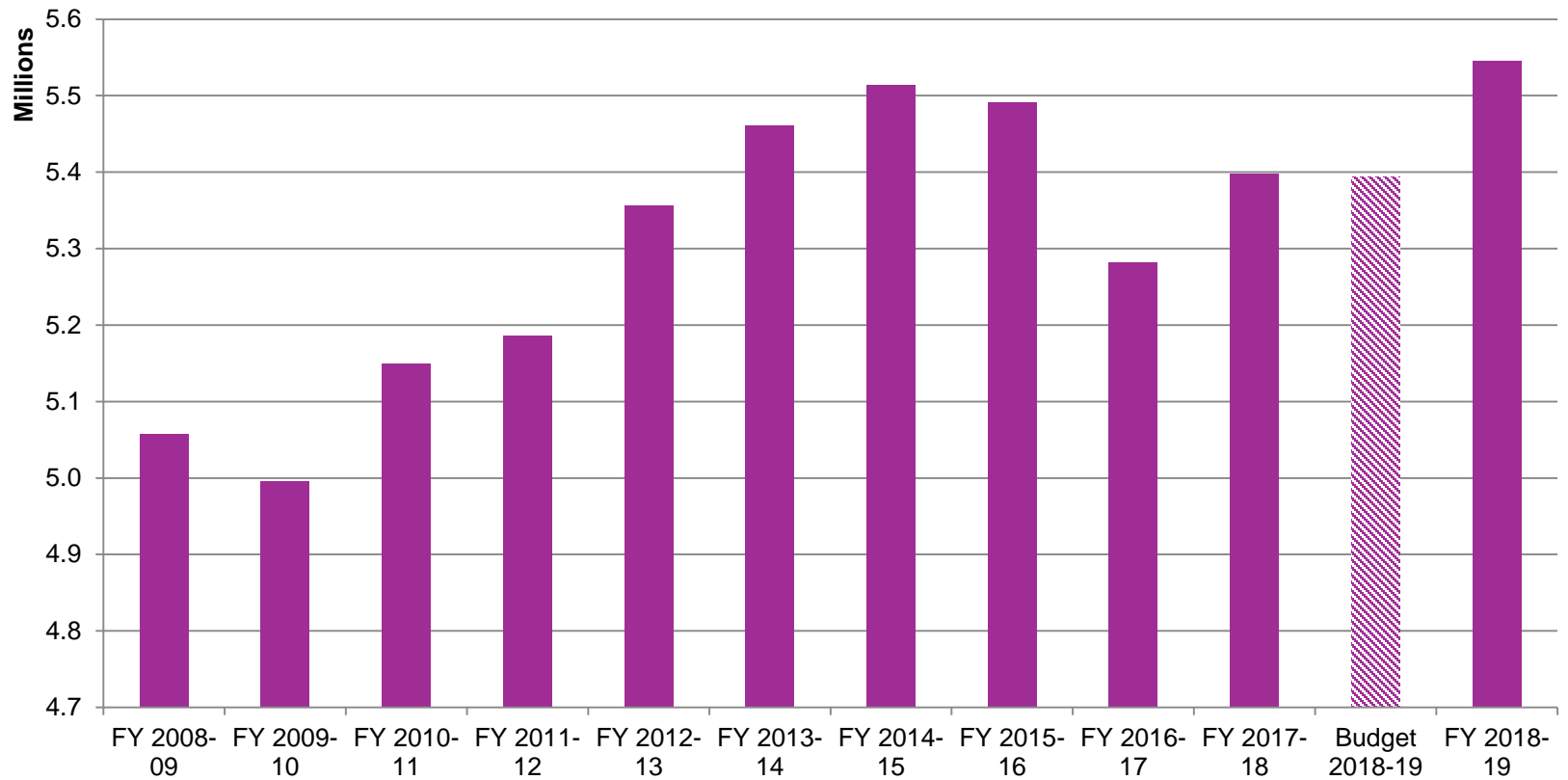
# EXPENSES BY TYPE AUGUST 31 YTD

## Benefits



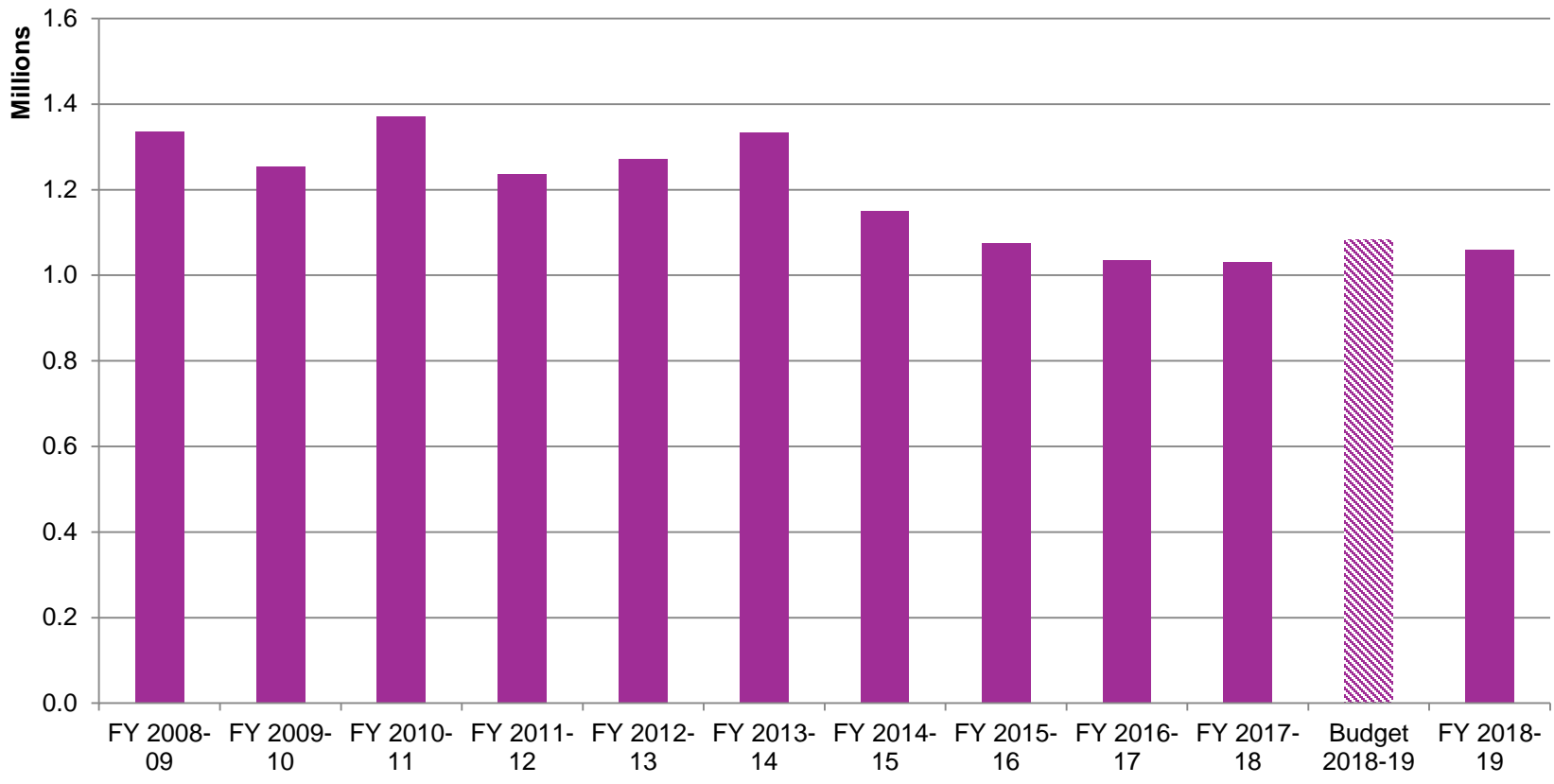
# EXPENSES BY FUNCTION AUGUST YTD

## Instruction



# EXPENSES BY FUNCTION AUGUST YTD

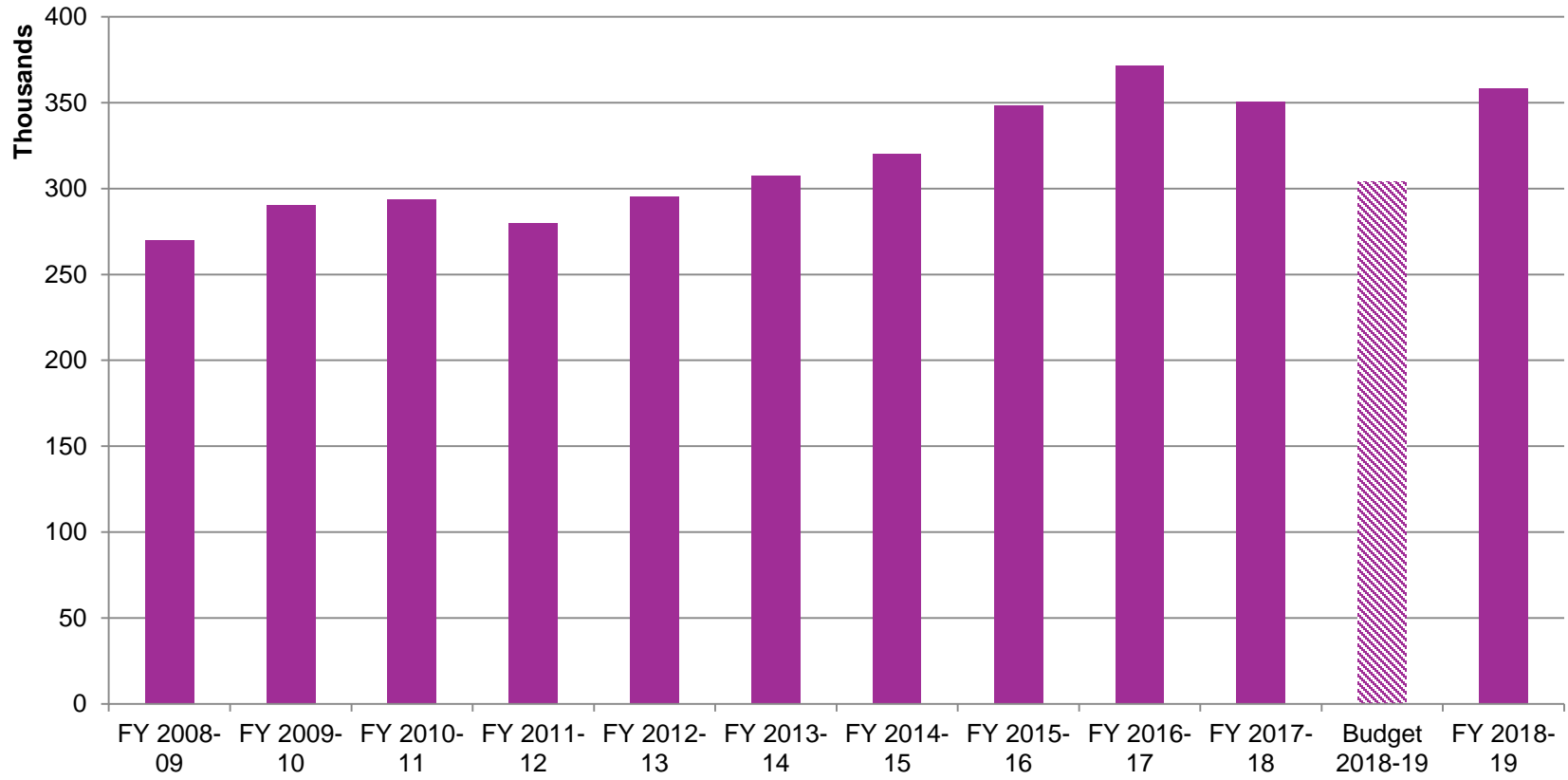
## Academic Support





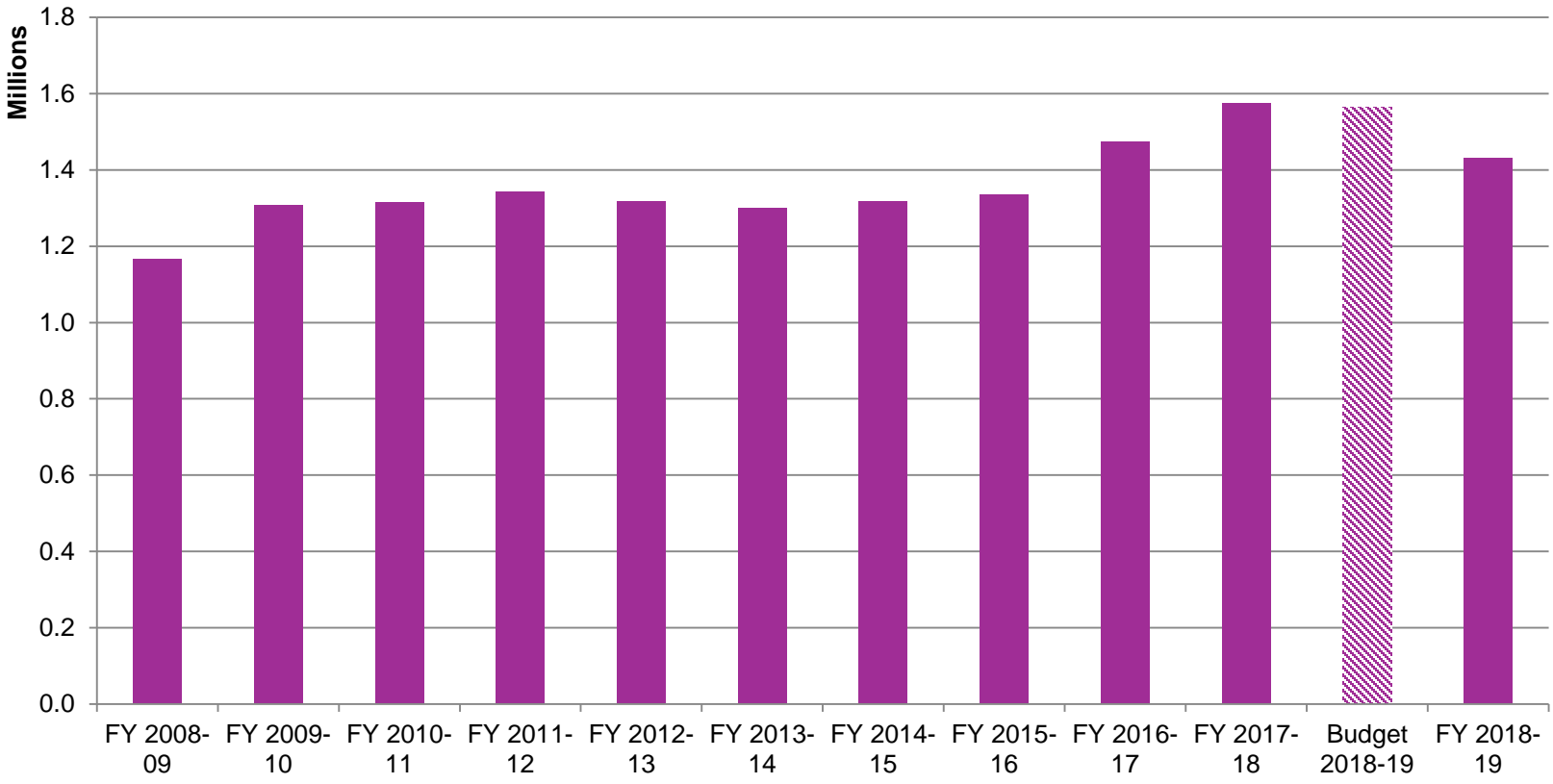
# EXPENSES BY FUNCTION AUGUST YTD

## Student Support



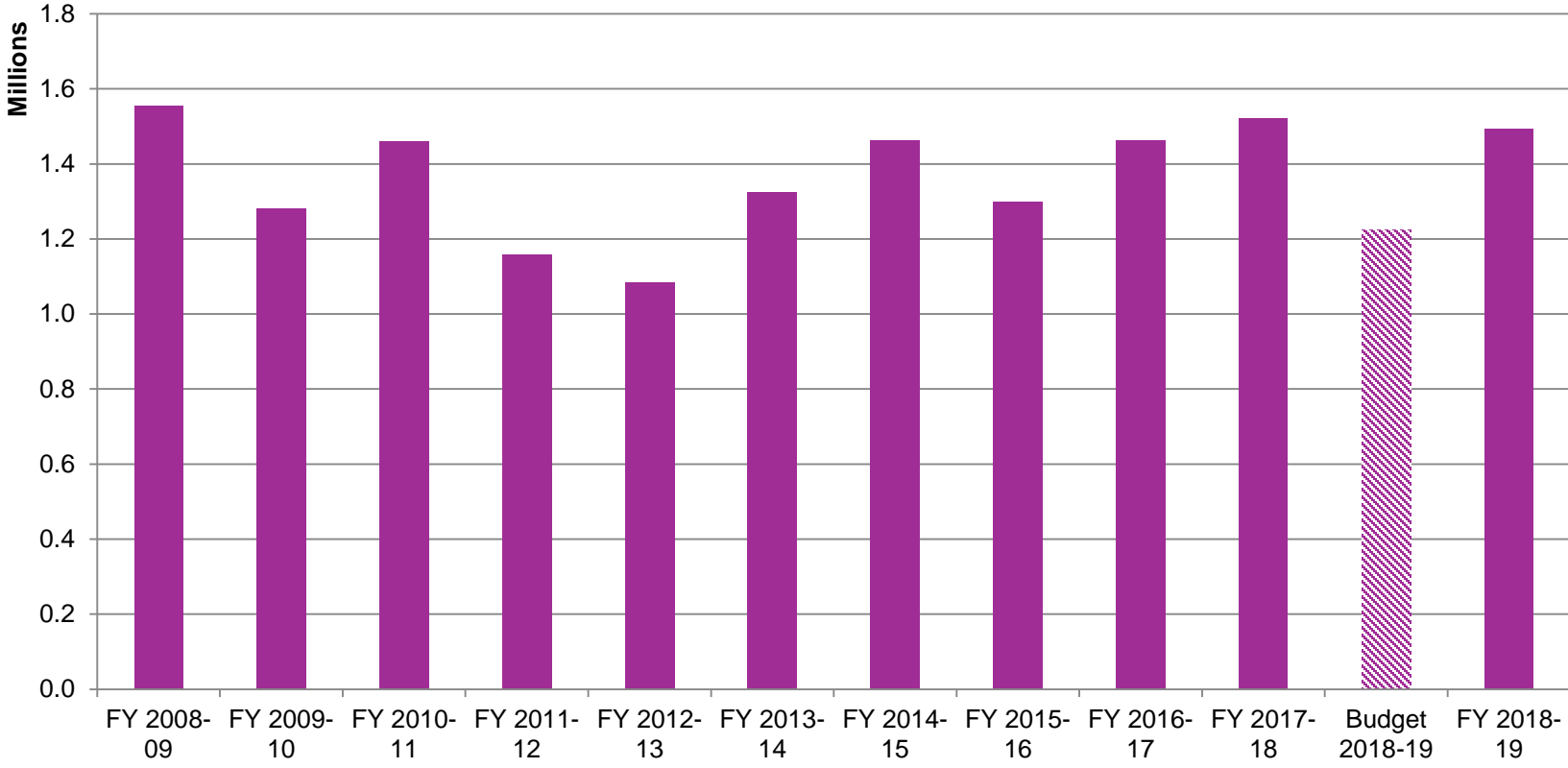
# EXPENSES BY FUNCTION AUGUST YTD

## Operations and Maintenance



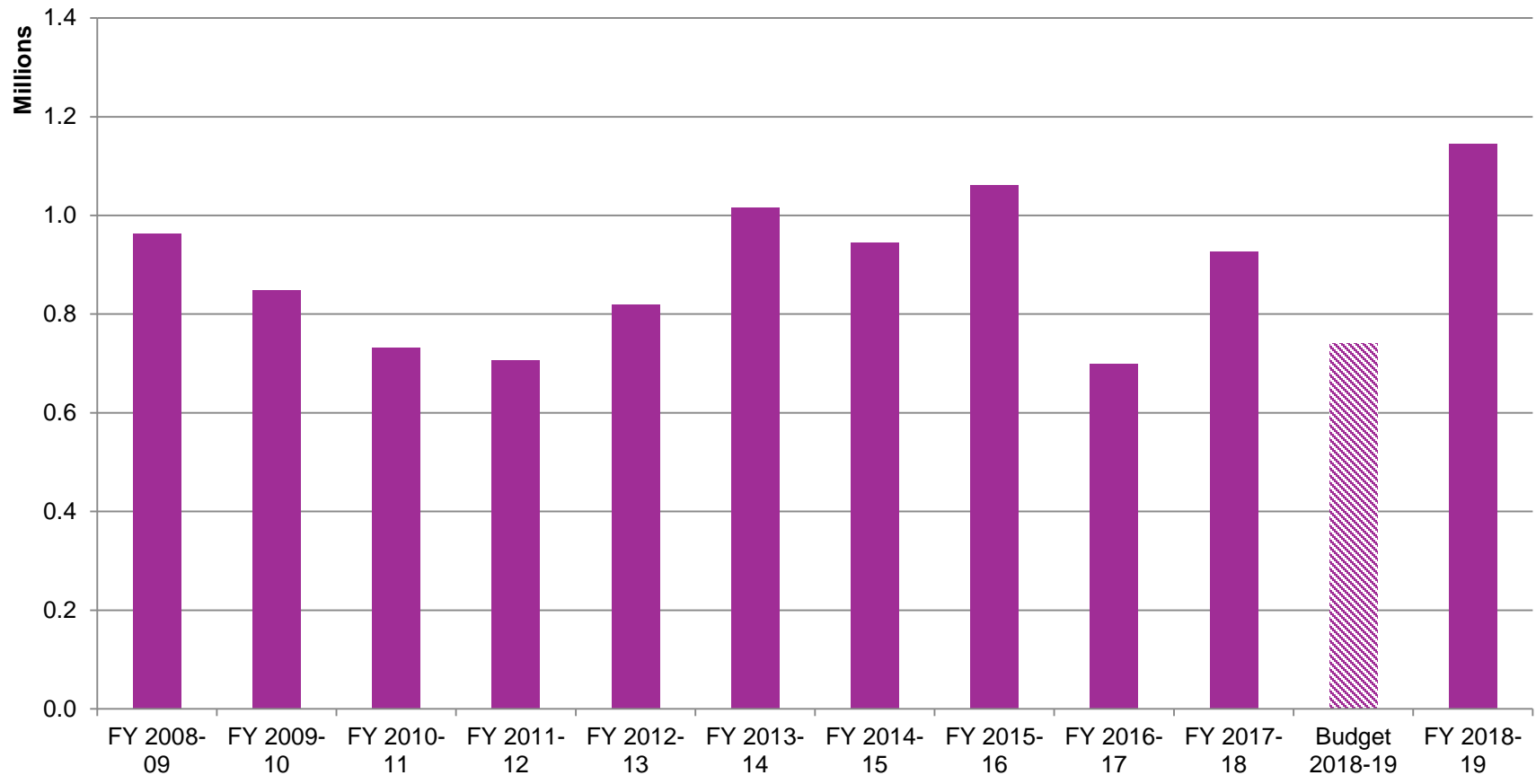
# EXPENSES BY FUNCTION AUGUST YTD

## Administrative and General



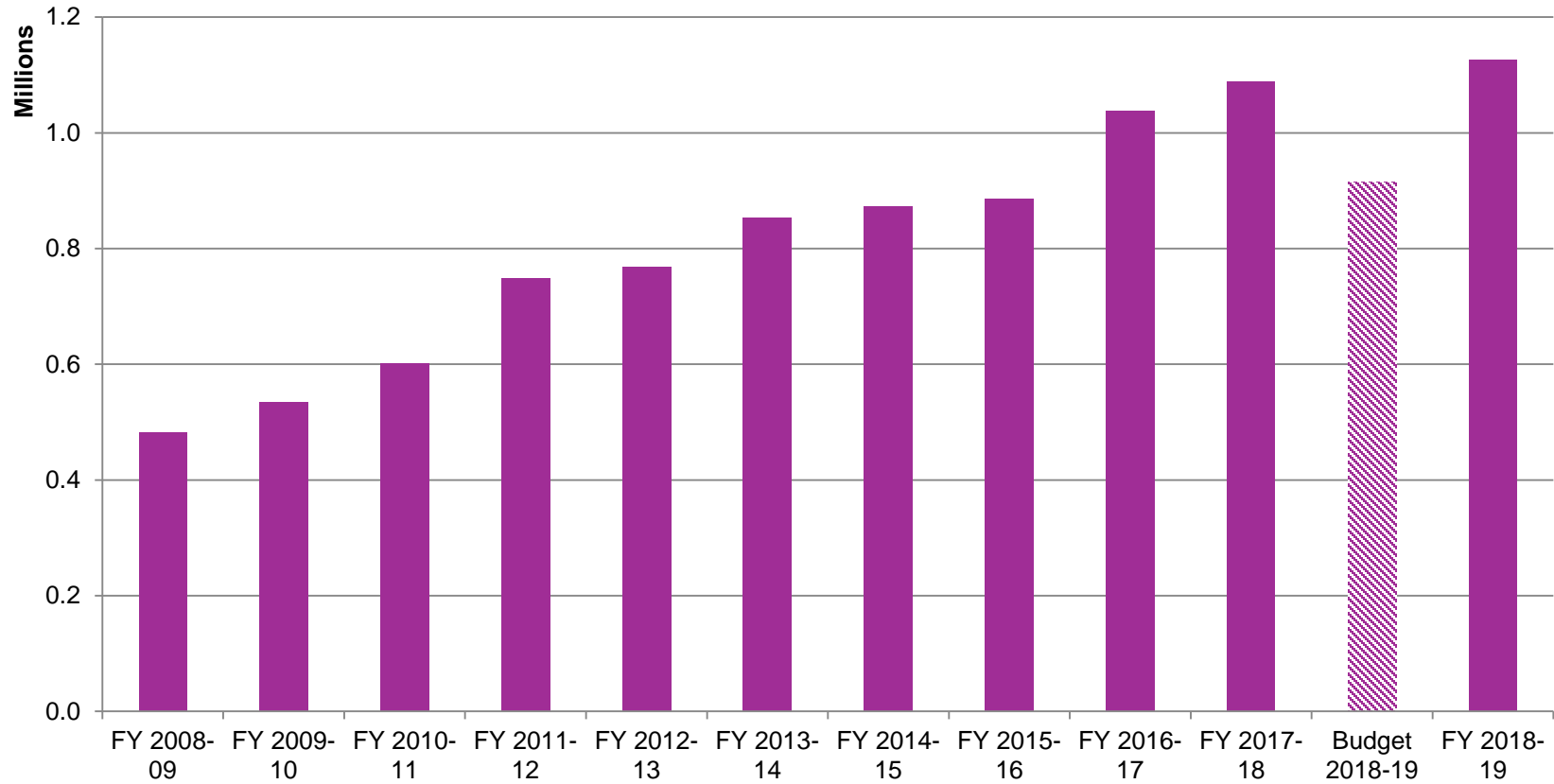
# EXPENSES BY FUNCTION AUGUST YTD

## Technology



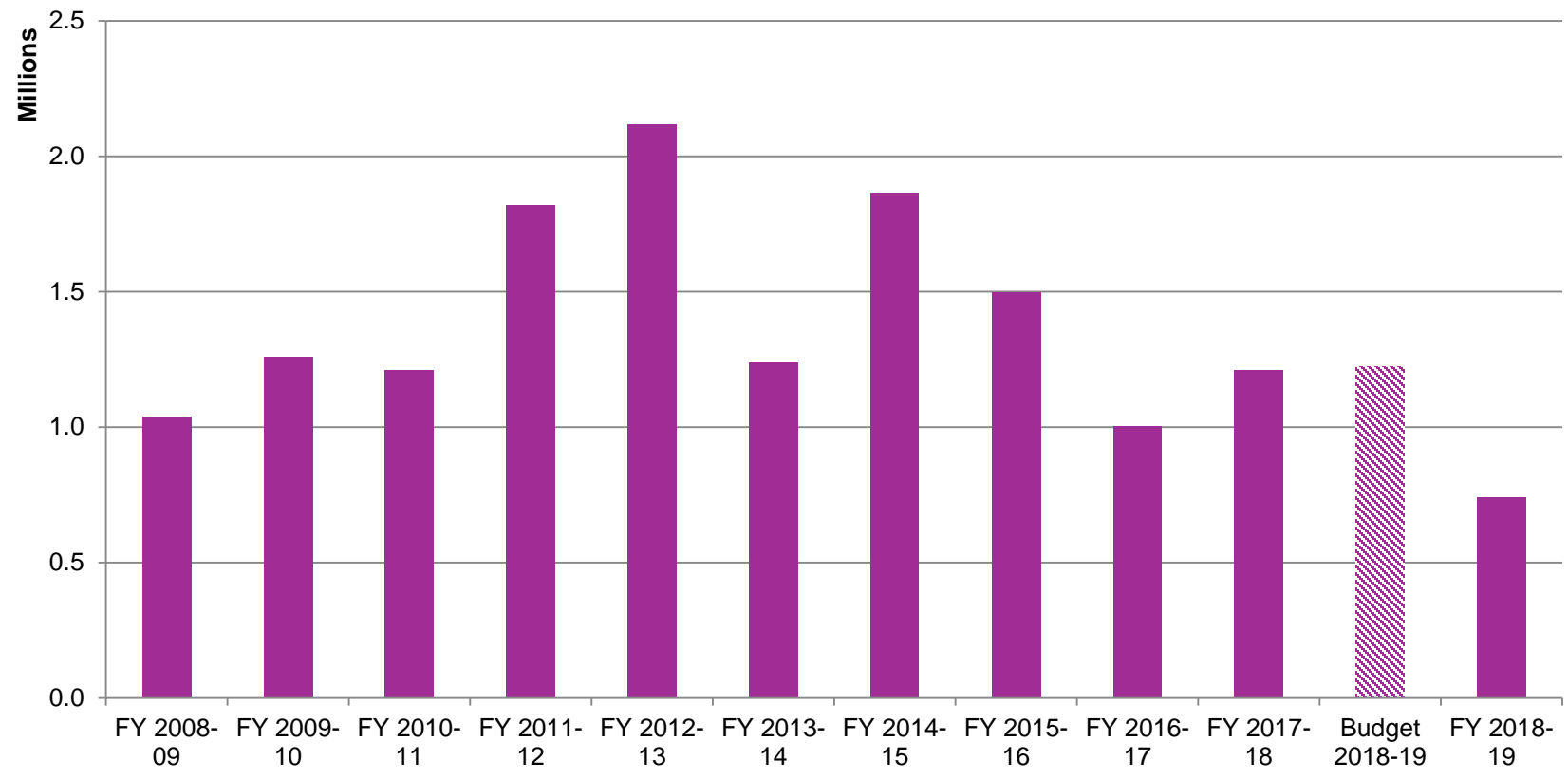
# EXPENSES BY FUNCTION AUGUST YTD

## Remissions and Exemptions



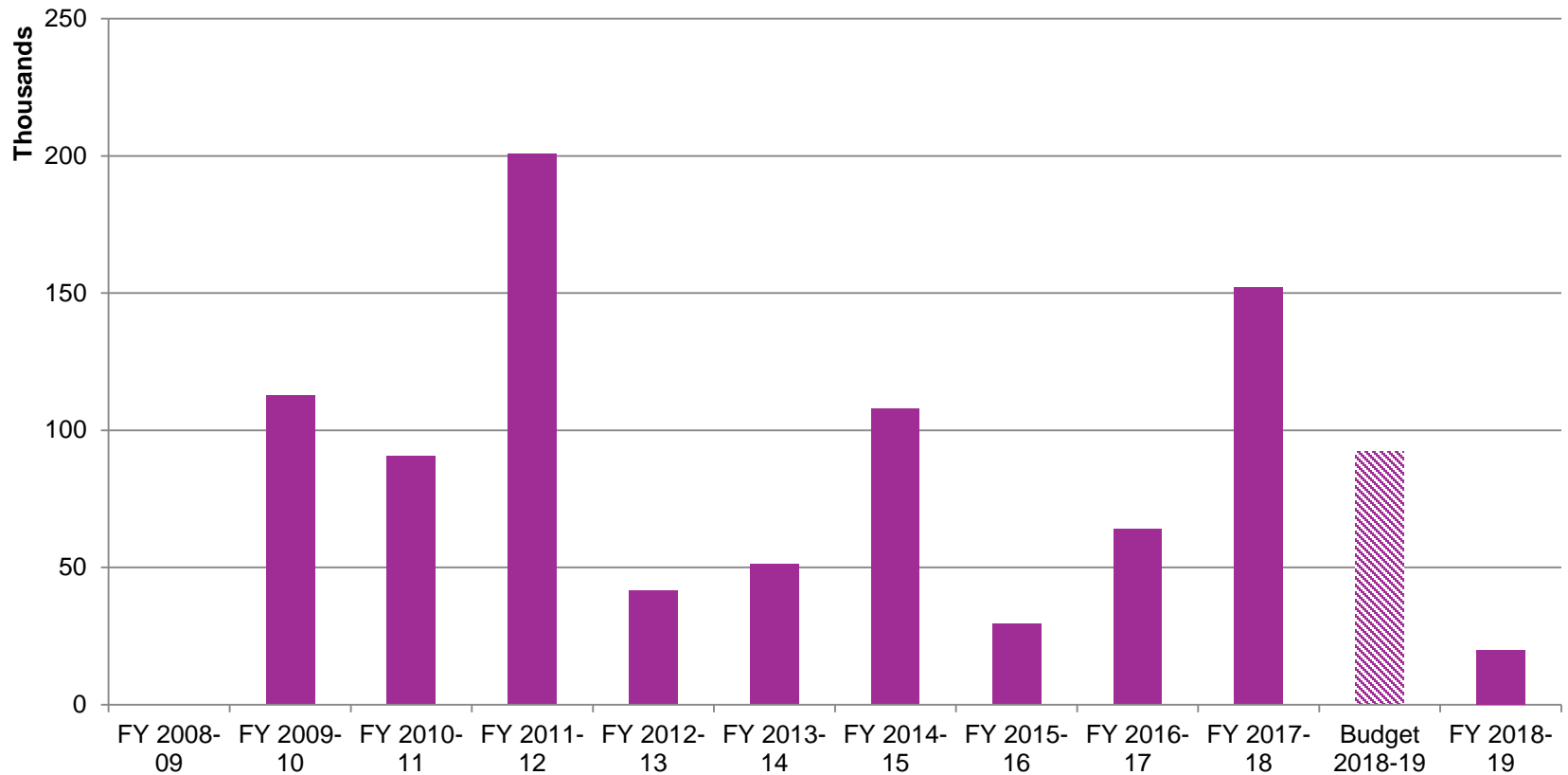
# EXPENSES BY FUNCTION AUGUST YTD

## Auxiliary Services



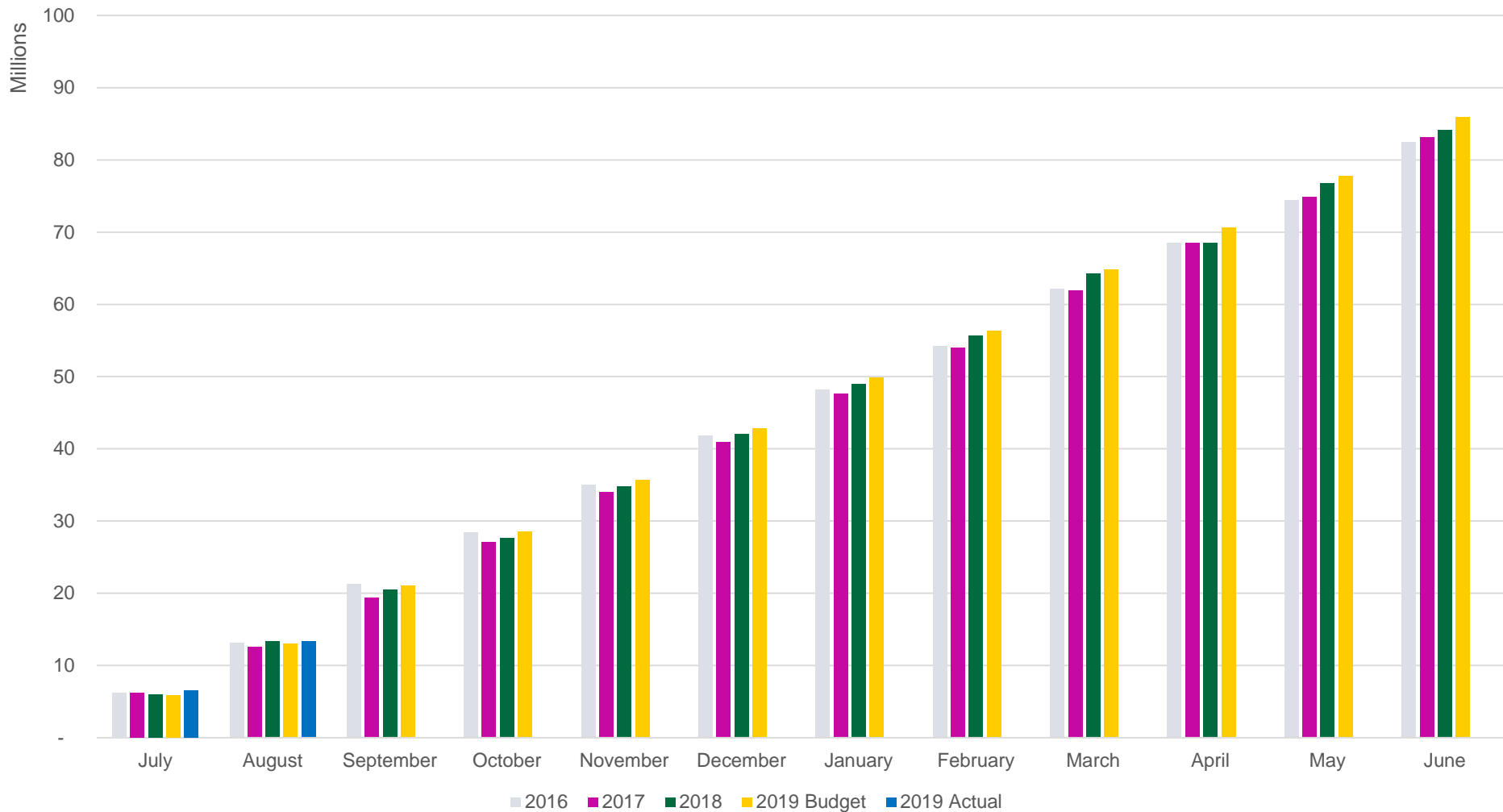
# EXPENSES BY FUNCTION AUGUST YTD

## Capital



# EXPENSES BY MONTH

## Total Expenses





Questions?





**Third Quarter**  
**Workforce Development**

**EDCT Corporate Training Updates**

- TD Bank- Customer Service Training
- WSPA Channel 7- Social Media Training
- BMW- PLC Controller Training
- BMW-NCCER Training
- BMW- Safety Training
- ZF Transmissions-Supervisor Training in Partnership with Piedmont Tech.
- ZF Transmissions- Quality Bootcamp and Macros Coding Training
- 3M- OSHA Training
- Advanced Technology Services- Heart Saver FA/CPR/AED Training
- Canal Insurance- First Aid/CPR Training
- Harper Corporation- NCCER Training
- Jarden Plastic Solutions- Maintenance Tooling Training
- Ritz Instrument Transformers- ISO 9001: 2015 Internal/Supplier Training
- Greenville County Schools-Customer Service Training
- JTEKT- SPC Training
- Magna Decostar- Accident Investigation & Reports Training
- Magna Drive Automotive-OSHA 10 Training
- Meyer Tool Inc- GD&T Training & Leadership Training
- Nutra Manufacturing- Machine Operator Training
- ScanSource- Excel Training
- Southeastern Paperboard In-Mechatronics Training
- Spinx- Culinary Arts Training
- United Way of Greenville County- First Aid/CPR/AID Training
- Publix- Pharmacy Tech Training

**Academic programs in development**

- Cybersecurity- Ready for November 2018 Area Commission Meeting
- AS in General Business Degree Concentration- Spring 2019
- Teacher Education- Spring 2019
- Hospitality & Tourism- Summer 2019



## Officers

### Chairman

Samuel L. Erwin

### Vice Chairman

Will Huss

### Treasurer

Brian Rogers

### Secretary

Rick Erwin

### Immediate Past Chairman

Timothy J. Reed

## Directors

Stacy B. Brandon

Michael A. Cinquemani

John Davey

Lynn C. Faust

Cheryl Grant

Steve Hall

Luke M. Hardaway

James D. Jordan

Dmitry Kopytin

Ted Lyerly

Heather Meadors

Ruben G. Montalvo

Patrick A. Sapp

Karen G. Schwartz

Shelly-Anne Tulia Scott

W. Donald Shaw

Brenda J. Thames

Erik Theisen

Tony Williams

C. Laney Younts

Michael E. Zeller

## Life/Emeritus Members

Jim Benson

Ralph S. Hendricks

S. Hunter Howard, Jr.

Douglass E. Kondra

James C. Morton, Jr.

Jim Ryan

Nell W. Stewart

Claude I. Theisen

Charles R. Warne

## Ex-Officio

David Stafford, Chair  
Greenville Technical College  
Area Commission

Dr. Keith L. Miller, President  
Greenville Technical College

Ann M. Wright  
Vice President for Advancement  
Greenville Tech Foundation

Andrew Fitch, President  
Alumni Council

## President's Report

November 2, 2018

### Fundraising

- Fundraising Summary: gifts for January – October totaling \$3,140,657
- Workforce Development Salute – 58 sponsors at \$2,000 or more; 485 tickets sold. \$230,876 cash gifts – expense budget \$70,000; projected net unrestricted revenue \$ 165,000; (goal \$150,000).
- Gifts of \$25,000 or more for October include: The Greenville News - \$25,000 2018 WDS advertising.

### Student Housing

- Fall occupancy at 97% as of October 31, 2018.

### McAlister, LLC

- 95% occupancy as of October 31, 2018.

### Properties

- Greer property under contract for \$1,050,000; \$50,000 commission to Langston Black; inspection underway and expect to close by year-end.

### Grants 2018

- Received \$353,000 YTD 2018; 88% of goal (\$400,000).
- 9 grants pending totaling \$224,500.

### Student Aid

- Provided \$3,570 for 11 students in October for emergency needs, including: rent, car repossession, tire replacement, graduation fees, medical bills, and utility bills. Total of \$34,604.71 provided to 91 students for CY18.

### Finance

- Total operations revenue January – September is at 56% of budget. Expenses are \$540,832. Net surplus YTD of \$117,391.

### Community Engagement Activities

- Manufacturing Event, Chamber, CMI
- Culinary lunch NW Campus with Foundation Board nominees
- SunTrust reception with CEO Bill Rogers, Clemson One Building
- 25 Anniversary Celebration, McMillan Pazdan Smith
- Student Town Hall with Drs. Whirl and Jones
- Phillis Wheatley Association Culinary Program Discussion

### Important Dates 2018

- Foundation Board Meeting, Thurs. Nov. 15, 2018, 4 – 5:30 PM, Room 188, Buck Mickel Center

Have you considered the Greenville Tech Foundation in your estate plans?

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