



## Greenville Technical College Board

### MEETING MINUTES

Wednesday, November 18, 2020

Zoom

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#### Members Present

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

#### Staff Present

Jacqui DiMaggio  
Julie Eddy  
Susan Jones  
Dr. Matteel Knowles  
Becky Mann  
Dr. Keith Miller  
Dr. Larry Miller  
Wendy Walden  
Ann Wright  
Kia Keyton

#### Guests

Grant Burns  
Keith Munson

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#### Call to Order and Welcome

Chair Shouse called the meeting to order at 12:03 p.m. and welcomed members of the board, staff, and guests. Chair Shouse announced that in accordance with the Freedom of Information Act, the press had been notified of the meeting, but no members of the press were in attendance. Chair Shouse acknowledged that the agenda was posted on the GTC website, and a quorum of board members was present.

Dr. Miller introduced Ms. Kia Keyton, director of the African American Male Scholars Initiative. Ms. Keyton is participating in a post-graduate leadership program, and one of the requirements is to observe a board meeting.

Dr. Miller also introduced Dr. Larry Miller, who was selected as the interim vice president for learning and workforce development.

### **Approval of Minutes**

Ms. Hackl made a motion to approve the September 16, 2020 minutes as amended. Mr. Howard seconded the motion. The motion carried.

Dr. Royster made a motion to amend the agenda to move the Building and Grounds Committee report to the last item on the agenda so as not to interrupt the flow of the meeting if an executive session is needed. Mr. Lattimore seconded the motion. The motion carried.

### **2021 Greenville Technical College Board Calendar**

Mr. Smith made a motion to approve the 2021 board calendar as presented. Mr. Lattimore seconded the motion. The motion carried.

### **Finance Report**

Approaching Thanksgiving season, Mr. Southerlin expressed his thankfulness for a great, dedicated staff and a strong leadership team that have helped the college navigate through extremely difficult circumstances with the COVID pandemic.

Ms. DiMaggio presented the financial report.

The total revenues are approximately 4% below the budget and 8% below the prior year actual.

Student revenues are approximately 6% below the budget and 10% below the prior year actual. Spring Semester enrollment began in October, and as experienced with Fall Semester, students are delaying registration due to the uncertainties of the pandemic.

County revenues are above the budget and the prior year actual. Most of these funds are received in the first calendar quarter of the year.

State appropriations are on target with the prior year actual and the budget. A continuing resolution was executed for the budget.

Auxiliary services continue to be a challenge with many students taking hybrid and online classes. The bookstore is making every effort to help students by offering online options.

Total expenses are approximately 1% below the budget and 2% below the prior year actual. The college has been able to use a portion of the CARES funding provided by the federal government to offset COVID-related expenses, helping with the operating budget.

Instructional expenses are close to the budget and slightly below the prior year actual. There has been a decrease in full-time faculty through retirements; however, because of social distancing requirements, additional lab employees were needed to better serve students.

Academic support is slightly above the budget and 1% below the prior year actual.

Student support is approximately 9% below the prior year. There has been a significant number of vacancies in this area; many of these will be filled with academic coaches and advisors who will help students as they enroll and progress in their studies.

Operations and maintenance of plant is significantly below the budget and the prior year actual. The college is working on the items that are essential to conserve as many resources as possible. Members of the Facilities staff have been able to help with COVID specifics to ready the campus for the return of employees and students.

Administrative and general expenses are slightly above the budget and the prior year actual.

Technology expenses are below the budget and the prior year actual. Some licensing was paid in advance and has evened out. Some of the costs associated with the data event have been covered by other areas of the college or the insurance company.

Remissions and exemptions are significantly below the budget and the prior year. The college is starting to see results of the high school students paying more toward their college classes. The college is also able to utilize Lottery Tuition Assistance and the Workforce Pathways Grant for certain high school students taking college classes. Thus, the college has not had to waive payment for as many of those credit hours as in previous years.

Auxiliary services expenses are below the budget. There was a significant expense associated with installation of contact-free lockers, and it is anticipated that revenues for auxiliary services will exceed the expenses.

Capital expenditures are above the budget and the prior year actual. There were some capital expenditures associated with opening the Center for Culinary and Hospitality Innovation (CHI) that needed to come out of the college budget for some moveable equipment and furniture.

Debt service payments will now be made in April rather than a small payment in October and a larger payment in April.

Ms. DiMaggio stated that the college received favorable news from the Bureau of Economic Advisors. There will not be any mid-year state budget cuts, which is extremely helpful.

The voluntary furlough initiative was briefly addressed by Ms. Jones. The initiative was implemented in mid-October with approximately 33 employees electing to take time off without pay for an approximate total savings of \$47,000.

### **Finance Committee**

- A motion was made by the committee to freeze tuition and fees for FY 2020-21. There being no questions, the motion carried unanimously.
- A motion was made to continue with the May 20, 2020 resolution to hold the FY 2020-21 budget in place. There being no questions, the motion carried unanimously.

### **President's Report**

Dr. Miller provided the following updates:

- Congratulations to Ms. DiMaggio and her team for receiving the Government Finance Officers Association Certificate of Excellence for the eighth consecutive year.
- Congratulations to Ms. Simer who was recently appointed to the American Association of Community Colleges Commission on Institutional Infrastructure and Transformation, serving a three-year term. She was also appointed as vice chair of the National Alliance of Community and Technical Colleges.
- Congratulations to Dr. Knowles who was recently appointed to the executive council of the Southern Association of Colleges and Schools Commission on Colleges.

- GTC has two staff members who have been accepted into the Center for Policy Research at Harvard University Fellows Program to participate in a strategic data project for career and technical education – Kevin McMIndes, statistician, and Elizabeth Varga, director of research and grants. This opportunity will provide national visibility for the college as a leader in the use of data analytics to help advance career and technical education student outcomes.
- Because of the pandemic, there will not be a December joint board meeting with the legislative delegation and the County Council; rather, a video presentation is being developed that will provide an update. It will be emailed via a link to the board, the legislative delegation, and the County Council. The information was shared with Chair Shouse for determining the necessity of a December board meeting.
- Ms. Eddy provided a brief COVID Response Team update. Since the week of June 21, 2020, the college has fielded over 969 unduplicated reports with 179 positive cases. The college is not seeing numbers that mirror the increases in the county, primarily because the college has implemented required pandemic protocols for a safe environment for employees and students. There was a slight uptick in cases two weeks following the combined weekend of Fall Break, Halloween and the election, but this was expected because of the activities associated with that weekend and close contact that occurred. The team expects an increase in cases after the Thanksgiving holiday, and the college is positioned to transition quickly into an emergency plan if needed. To the extent possible, the college is pushing for all lab type courses to be wrapped up before Thanksgiving, should the college need to move to a virtual format after that time.

### **SCATCC Update**

Chair Shouse did not have updates to report.

### **CHE Update**

Mr. Batson provided a brief CHE update:

- At the last CHE meeting, the Finance Committee considered and approved the budget increase for the Benson Campus, CHE approved, and it will go on to the Joint Bond Review Committee.
- The committee that Mr. Batson chairs has been heavily involved in reviewing state regulations for uniformity in college admissions, i.e. SAT and ACT tests.
- Dr. Fred Fore, retired president of Florence Darlington Technical College and one of the early pioneers of the South Carolina Technical College System, passed away on November 13, 2020, at the age of 90 in Murrells Inlet.

### **Building and Grounds Committee**

- A motion was made by the committee to grant an easement to Duke Power to run power to the chiller at the dental building. There being no questions, the motion carried unanimously.
- A motion was made by the committee to approve the sale of the Buck Mickel Center per state requirements. When the building is sold, the money generated will go into plant funds to help pay for the new arts and health sciences building. There being no questions, the motion carried unanimously.
- A motion was made by the committee to sell the land where student housing sits to the GTC Foundation. The Foundation owns the buildings with a long-term land lease through the college and would like to purchase the land. Because of in-depth questions associated with this issue, Mr. Southerlin made a motion to go into executive session under SC Code 30-4-70 to

discuss the proposed contract and proposed sale of this property. Mr. Smith seconded the motion. The motion carried unanimously with no objections at 12:56 p.m.

The meeting reconvened at 1:07 p.m. No action was taken in the executive session.

- There being no further questions, the motion on the floor was restated to authorize the sale of land where student housing sits to the GTC Foundation. The motion carried with one abstention.

The board voted unanimously to cancel the December 16, 2020 board meeting based on the joint board meeting update in Dr. Miller's report.

There being no other old or new business, the meeting adjourned at 1:10 p.m.