**FLORENCE-DARLINGTON COUNTY COMMISSION**
**FOR TECHNICAL EDUCATION**
**August 18, 2025**
**4:30 p.m.**

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| **MEMBERS PRESENT:** | Ershela Sims via WebEx<br>Leroy Robinson<br>Hood Temple<br>Missy Jay<br>Clint Moore<br>Paul Seward<br>Meredith Taylor<br>Missy Jay |
| **ABSENT:** | Wanda James<br>Goz Segars |
| **OTHERS ATTENDING:** | Jermaine Ford<br>Travis Gleaton<br>Debbie Cheek<br>Luegina Mounfield<br>Rhonda Johns<br>Tyron Jones<br>Terry Dingle<br>Karen Lee<br>Andrew Golden<br>Kim Lutz<br>Sheryl Love<br>Veverlyn Watson-Smith<br>Renada Samuel<br>Dino Chavis<br>Alison Salley |

## I. CALL TO ORDER

The Florence-Darlington County Commission for Technical Education was called to order at 4:33 p.m., by Mr. Clint Moore Chairman, who stated the media had been notified in accordance with the Freedom of Information Act Statement, Section 30-4-80- (e). Chair Moore welcomed guests.

## II. INVOCATION

Dr. Watson Smith delivered the Invocation.

## III. APPROVAL OF MINUTES

A motion was made by Mr. Temple, seconded by Dr. Robinson, that the minutes of the June 24, 2025, be approved. The motion carried.

## IV. ACUE PRESENTATION – Ms. Renada Samuel

Chair Moore recognized Ms. Renada Samuel, Director of ACE, for an update on the ACUE Program (The Association of College & University Educators). Ms. Samuel noted that the ACE Grant is funded by the U.S. Department of Education One of the initiatives through this grant is faculty professional development. ACUE goal is to help students succeed by improving teaching. Ms. Samuel shared a recap of the 2024-2025 Cohort. FDTC achieved 100% participation of eligible faculty with 94 participants with 91 certifications completed. It is an eight-month training program. In addition, FDTC senior leadership completed the course. The graduates were honored and presented certificates at a special ceremony. Ms. Samuel noted that we are moving forward with a cohort II and will continue to offer continuing education to cohort I.

Dr. Ford noted that joining us this evening are two faculty members, Mr. Dino Chavis and Mrs. Alison Salley to share their experiences and thoughts about the ACUE Program.

## V. FDTC SACSCOC Accreditation – Dr. Watson-Smith & Dr. Luegina Mounfield

Chair Moore recognized Dr. Veverlyn Watson-Smith, Director of Accreditation and Assessment to give an update on FDTC's forthcoming SACSCOC 10 Year Decennial Visit. Dr. Watson-Smith shared with the Commission some key milestones, responsibilities, and institutional priorities to prepare for the reaffirmation visit. The onsite visit by the Peer Review Team will be October 6-9, 2025. Dr. Watson-Smith stated that the Focus Report and been completed and uploaded and that we are on schedule. The document will be submitted on Friday, August 22, 2025. Preparations for the onsite visit are underway and checking accuracy and having all required support documentation. Dr. Watson-Smith noted that the Commissioners are scheduled to meet with the onsite committee on October 7th, during the timeframe of 11:00 am until 2:00 p.m. Lunch will be provided. Dr. Watson-Smith reviewed the signed Conflict of Interest Statement and the Standard 4.2.d requirements that apply to the Commission. Commissioners may be asked about the status of signed statements. Dr. Mounfield distributed a handout with examples of core requirements and the potential questions that the Commissioners may be asked about them.

Dr. Watson-Smith reviewed the Quality Enhancement Plan (QEP) topic. Marketing has created a video about the QEP and this video was presented to the Commissioners for review. Dr. Watson-Smith noted that the QEP was "AIM", Advising in Motion. The focus of the QEP is enhancing advising to improve student retention for first-time, full-time freshman. Dr. Watson-Smith referred the Commissioners to their hand-outs with the timeline.

## VI. FOUNDATION – Ms. Sheryl Love

### A. Information

Chair Moore recognized Ms. Sheryl Love, Foundation Executive Director, who gave an update on the Foundation's finances and activities. Ms. Love stated the total assets are $3,763,476 over last year $2,769,764. The current revenue for FY 26 is $805,809. Ms. Love noted that the Foundation has helped over 300 students this year. Ms. Love reviewed upcoming events: Alumni Social on August 26th, Donor Luncheon on October 29th, and reminded of the Legacy Ball on November 13th.

## VII. FINANCE COMMITTEE – Dr. Robinson, Chair

Chair Moore recognized Dr. Robinson, Chair of the Finance Committee. Chair Robinson stated that the Finance Committee met at 3:45 p.m. prior to this meeting and reviewed and accepted the Finance Report presented by Dr. Cheek. Chair Robinson deferred to Dr. Cheek for financial update.

### A. Financial Report as of June 30, 2025

Chair Moore recognized Dr. Debbie Cheek, Vice President of Finance and Administration for the Finance Committee Report. Dr. Check referred the Commissioners to the financial statement. Dr. Cheek stated that the 2025 revenues were $43,156,014 compared to the 2024 revenues of $40,837,080. Dr. Cheek referred the Commissioners to the expense report and reported that these were the unaudited numbers as of June 30, 2025. The auditors have begun the annual auditing process. Dr. Cheek noted that on the revenue side, we are $2.3 M ahead of last year, FY 2024. Our local appropriations are good for 2025. Dr. Cheek stated that on the expense side was up $1.8M minimally, as tuition was up for FY 2025. Dr. Cheek stated that the 2025 expenses of $37,700,413 compared to the 2024 expenses of $35,832,746. At this time there is 8.0 months of cash on hand.

## VIII. ACADEMIC AFFAIRS/STUDENT SERVICES COMMITTEE – Dr. Taylor

### A. Action

Chair Moore recognized Dr. Meredith Taylor, Chair, Academic Affairs/Student Services Committee, who stated that the Academic Affairs Committee met on August 12, 2025 via WebEx to review FDTC policies.

#### 1. Approval of Policies

Dr. Taylor stated that the Academic Affairs Committee approved the following policies and recommended that they be submitted to the entire Commission at today's meeting for approval.

A motion from the Academic Affairs Committee was made, that the Policies:

50-21 Student Privacy
60-82 Alumni Association
70-49 Management of Institutional Vehicles

be approved as submitted.

Chair Moore stated that a motion was made by the Academic Affairs/Student Services Committee that Policies: 50-21,60-82 and 70-49, be approved.

There being no discussion, Mr. Temple seconded the motion. The motion carried.

## IX. PRESIDENT'S REPORT

### A. Information

Chair Moore recognized Dr. Ford, President, for his update.

Dr. Ford presented the FDTC Annual Report Video that the FDTC Marketing Team has produced. The Annual Report for 2025 will be complete and distributed later in September.

Dr. Ford stated that FDTC's summer head count enrollment is 15.5% compared to last year and the fall head count is 6.1% compared to last year. The enrollment continues to go into the right direction.

Dr. Ford updated the Area Commission on the Hartsville Campus site and distributed an updated booklet of information for the Commission's reference.

## X. CHAIRPERSON'S REPORT

### A. Information

Chair Moore stated that our regular September 30, 2025, meeting main focus will be the Board's Self-Assessment. The process will begin in August and the results presented and reviewed with the ACCT consultant, Dr. Mary Spilde. Each Commissioner will receive an email from the ACCT staff with the survey link that will need to be completed by September 14th. The ACCT will prepare the summary analysis and have available for the September 30th meeting. The Boards Self-Assessment is required to meet SACSOC Standard Requirement.

Chair Moore recognized Dr. Ford, who stated that staff would be reaching out to each Commissioner for an updated bio for reference as needed.

**B. Action**

**1. Approval of Policies**

Chair Moore noted that there were five different action items for review and approval: the Area Commission Bylaws and Handbook; and three policies 10-07, 10-08, and 10-09. Chair Moore stated that within these documents there were quite a number of recommended changes and additions. Chair Moore stated that upon his review, he would entertain a motion to send these documents to the Executive Committee for further review. Chair Moore stated the Commission Conflict of Interest Statement should be the first priority in preparation for SACSCOC and the other items reviewed in more detail by the Executive Committee. He noted that review of the Area Commission Bylaws and Handbook should be done annually.

A motion was made by Mr. Temple, seconded by Dr. Robinson, to send the Commission Bylaws, Handbook, and Policies 10-07,10-08, 10-09 to the Commission Executive Committee for further review and their recommendations be brought back to the Commission at a future meeting. The motion carried.

There being no further business, Chair Moore requested a motion for adjournment.

**XI. ADJOURNMENT**

There being no further business, a motion was made by Dr. Robinson, seconded by Mr. Seward, that the meeting be adjourned. The motion carried and the meeting was adjourned at 5:45 p.m.

Respectfully submitted,

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Secretary, Ms. Missy Jay

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Date Approved