

**FLORENCE-DARLINGTON COUNTY COMMISSION
FOR TECHNICAL EDUCATION**

**June 25, 2024
4:30 p.m.**

MEMBERS PRESENT:

Ershela Sims
Leroy Robinson
Hood Temple
Paul Seward

ABSENT:

Wanda James
Meredith Taylor
Missy Jay
Kevin Etheridge
Clint Moore

OTHERS ATTENDING:

Jermaine Ford
Terry Dingle
Travis Gleaton
Debbie Cheek
Tyron Jones
Karen Lee
Andrew Golden
Kim Lutz
Sheryl Love
Marketing Team: Rachel Howell
Jared Meyer, Duane Childers
Bob Sloan, Morning News

I. CALL TO ORDER

The Florence-Darlington County Commission for Technical Education was called to order at 4:35 p.m., by Dr. Ershela Sims, Chairperson, who stated the media had been notified. Chairman Sims welcomed Bob Sloan from the Morning News and other guests.

II. INVOCATION

Mr. Terry Dingle delivered the Invocation.

III. SPECIAL THANK YOU AND RECOGNITION

Chairwoman Sims asked for a moment of silence for Mr. Alvin DeWitt, who recently passed away on May 30, 2024. Mr. DeWitt served on the Commission for over 50 years until his retirement this past year. Please keep his family in your prayers.

IV. APPROVAL OF MINUTES

A motion was made by Mr. Seward, seconded by Dr. Robinson that the minutes of the March 26, 2024, be approved. The motion carried.

V. ACADEMIC AFFAIRS COMMITTEE – Dr. Taylor

A. Action

1. Approval of Certificate in Applied Science – Welding (MIG)

Chairwoman Sims stated that the Academic Affairs Committee met via WebEx on June 20, 2024, to review FDTC policies. Dr. Taylor, Academic Affairs Committee Chair is not able to join us this evening to bring us the report. Chairwoman Sims stated that the committee reviewed a Certificate in Applied Science- Welding (MIG) request. This certificate is an addition to the welding curriculum as a two- semester certificate and will put workers in the industry sooner than the three-semester certificate. After discussion, the academic committee unanimously voted to approve the certificate and bring it forward for approval by the whole Commission at the June 25th meeting.

Upon the recommendation of the Academic Affairs Committee to approve the certificate, a motion was made, seconded by Dr. Robinson, to accept the recommendation to approve the Certificate in Applied Science – Welding (MIG). The motion carried.

2. Approval of Policies

Dr. Sims stated that the following policies were reviewed by the Academic Affairs Committee. In past years, the Florence Darlington Technical College Area Commission approved each of the policies included in the packet for today's meeting. For FDTC to comply with SACSCOC guidelines for policies and procedures, the College must review all policies and procedures regularly and continuously. Because the FDTC Area Commission approves FDTC Policies, the process we need to use to bring us into compliance is to request that the FDTC Area Commission review the FDTC policies and note the date of review and/or revision. The policies presented today represent policies that only need review. At future meetings, there may be policies that need revisions, including changes in red and a final draft, or new policies for your consideration for approval, disapproval, or further work by the staff. The outcome of the review of policies by the Academic Affairs Committee of the FDTC Area Commission will be presented to the full FDTC Area Commission by the Committee Chair or designee as a consent agenda item at the next meeting of the FDTC Area Commission.

Dr. Sims stated that the Academic Affairs Committee approved the following policies and recommended that they be submitted to the entire Commission at the June 25, 2024 meeting for approval. A motion from the Academic Affairs Committee was made, seconded by Mr. Temple, that Policies:

- 70-46 Smoking Policy
- 70-04 Periodic Audits and Management Analysis
- 70-11 Preparation of the Budget
- 70-47 Emergency Assistance

50-33 Lost and Found
50-01 Admissions Policy
50-37 Student Life

be approved as submitted. The motion carried.

VI. FINANCE COMMITTEE – Dr. Robinson

A. Action

1. Approval Preliminary Fiscal Year 2024-25 Budget

Dr. Sims, Chair, recognized Dr. Debbie Cheek, Vice President Business Affairs, who reviewed the proposed Fiscal Year 2024-25 Budget. Dr. Cheeks stated that FDTC Administration is requesting for the 2024-25 Fiscal Year Budget the amount of \$39,982,965. This budget is presented with the following assumptions:

- 1) Projected state pay increase of 2.75% per employee
- 2) Projected enrollment increase of 2% in FTE; and
- 3) Implementation of differential tuition for the priority technical programs, which will be covered by SC WINS, Workforce scholarship, and Lottery Tuition Assistance Funding.

Dr. Sims recognized Dr. Leroy Robinson, Chair of the Finance Committee, who stated that the Finance Committee had met earlier this afternoon to review the Preliminary Fiscal 2024-2025 Budget. Upon the review, on behalf of the committee, Dr. Robinson requested a motion that the Preliminary Fiscal Budget 2024-2025, be approved by the Commission. A second was made by Mr. Temple. The motion carried.

2. Participation in the Local Government Investment Pool

Dr. Cheek reviewed the request for FDTC to participate in the Local Government Investment Pool. Dr. Cheek referred to their packets to review the Consent Form that was included. Dr. Cheek stated that she and Dr. Ford will be the two FDTC personnel authorized on the account. The initial investment will be \$15M into the account. Upon Dr. Cheek's review of the benefits of joining the and process of joining, Dr. Robinson, on behalf of the Finance Committee, requested a motion that FDTC participate in the Local Government Investment Pool, and seconded by Mr. Seward. The motion carried.

B. Information

1. Financial Report as of May 31, 2024

Chairwoman Sims recognized Dr. Debbie Cheek, Vice President Finance, who referred the Commissioners to their finance sheets. Dr. Cheek stated that revenues and expenses are on target as the budget year is winding down. The May revenues over expenditures are in excess of \$4,893,390 and it is anticipated that June will finish with the revenues \$4M over expenditures. Dr. Cheek noted that our monthly cash reserve is approximately 5.4 months of cash reserve.

VII. PRESIDENT'S REPORT

A. Action

1. None

B. Information

Dr. Ford stated that this year's Commencement was outstanding with a total of 916 graduates with 450 attending. This was the first year we included Corporate Workforce Certificates and we had 107 students who received certificates. Dr. Ford showed a short video recap of the Commencement Ceremony.

Dr. Ford gave a brief update on FDTC's Summer enrollment numbers. Summer enrollment was up by 11%. Dr. Ford stated that we will provide the Fall enrollment numbers at the September meeting as enrollment numbers are still growing. Dr. Ford distributed various flyers showing various registration events and open houses that we are offering throughout the community.

Dr. Ford stated that FDTC has been selected to become a part of Complete College America. Complete College America is an outside organization that is completely funded. They awarded \$10,000 to FDTC to participate. We will use the money to enhance our SACSCOC Quality Enhancement Plan. They will provide a coach to FDTC to help our students get into college and to continue in college.

Dr. Ford announced that our Stinger Softball team were division champs and one game away from going to the World Series. FDTC's Stinger Baseball team won the Division 10 champs and did go to the World Series and reached one game short of being in the final championship game.

Dr. Ford expressed gratitude to our Marketing Team for their work in developing FDTC's new website. Dr. Ford recognized Mr. Andrew Golden, Director of Marketing and Strategic Communications. Mr. Golden introduced the marketing department staff, who were in attendance. He then reviewed the new website timeline and the management of the process.

VIII. CHAIRPERSON'S REPORT

A. Action

1. Election of Officers

Dr. Sims noted that the election of officers must be done each year in June. Officers (Chair, Vice Chair, Secretary) are elected annually and may succeed themselves for one additional consecutive term provided that the officers rotate no later than each two years between the two counties of Florence and Darlington. Chairwoman Sims requested a motion to move the current slate of officers forward. Dr. Ershela Sims, Chairwoman; Ms. Wanda James, Vice Chairwoman; and Dr. Meredith Taylor, Secretary.

A motion was made by Mr. Temple, seconded by Dr. Robinson to move the current slate of officers forward. The motion carried.

B. Information

1. Update

Dr. Sims stated that the Committee Assignments were being updated and will be distributed. Also, the 2025 meeting dates will be distributed at the next Commission meeting.

Dr. Sims recognized Dr. Ford, who stated that the Area Commission will begin using the Boardable application for board meetings. Each Commissioner will be receiving an iPad and instructions on using the portal to receive the meeting agenda and materials. Commissioners will not need to receive a paper packet.

IX. EXECUTIVE SESSION

None

There being no further business, Dr. Sims requested a motion for adjournment.

X. ADJOURNMENT

There being no further business, a motion was made by Mr. Temple, seconded by Dr. Robinson, that the meeting be adjourned. The motion carried and the meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Secretary, Dr. Meredith Taylor

Date Approved