

**FLORENCE-DARLINGTON COUNTY COMMISSION
FOR TECHNICAL EDUCATION
September 24, 2024
4:30 p.m.**

MEMBERS PRESENT:

Ershela Sims
Leroy Robinson
Hood Temple
Meredith Taylor
Missy Jay
Kevin Etheridge

ABSENT:

Wanda James
Clint Moore
Paul Seward

OTHERS ATTENDING:

Jermaine Ford
Terry Dingle
Travis Gleaton
Debbie Cheek via WebEx
Luegina Mounfield
Rhonda Johns
Tyron Jones
Karen Lee
Andrew Golden
Kim Lutz
Sheryl Love
G.E. Hinson, Post & Courier

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 G.E. Hinson from the Post and Courier and other guests.

II. INVOCATION

Mr. Terry Dingle delivered the Invocation.

III. APPROVAL OF MINUTES

A motion was made by Mr. Temple, seconded by Dr. Robinson that the minutes of the June 25, 2024, be approved. The motion carried.

IV. FINANCE COMMITTEE – Dr. Robinson

Chairwoman Sims recognized Dr. Robinson, Chair of the Finance Committee for the Finance Committee Report. Dr. Robinson reported that the Finance Committee met on Thursday, September 19th, at 4:00 p.m. via WebEx. Dr. Robinson stated that the committee reviewed Policy 60-40, Use of College Facilities and Policy 70-08, Execution of the Budget. Dr. Cheek, Vice President, Finance and Administration, reviewed the updated policies and gave a gave an update on the College's current finances.

A. Action

1. Approval of 60-40 Use of College Facilities Policy

Dr. Robinson, on behalf of the Finance Committee, made a motion to approve Policy 60-40 Use of College Facilities. The motion carried.

2. Approval of 70-08 Execution of the Budget

Dr. Robinson on behalf of the Finance Committee, made a motion to approve Policy 70-08 Execution of the Budget. The motion carried.

B. Information

1. Financial Report as of May 31, 2024

Chairwoman Sims recognized Dr. Debbie Cheek, Vice President Finance and Administration, who joined virtually, referred the Commissioners to the financial information in their packets. Dr. Cheek stated that revenue is \$18.2 M compared to last year \$19.1 M and that difference is contributed to the state appropriations timing of fund transfers. Addition of funds will be forthcoming throughout the year. Dr. Cheek stated the expenditures were virtually the same with \$6M this year compared to last year \$6.1M. Dr. Cheek referred to the Balance Sheet with cash \$23.9 M and the investment account at \$11M. The cash restricted for debt services is \$12.4 M in the escrow account and can be used to pay off the current bond, which is at \$7.7M.

IV. ACADEMIC AFFAIRS/STUDENT SERVICES COMMITTEE – Dr. Taylor

A. Action

Chairwoman Sims recognized Dr. Meredith Taylor, Chair, Academic Affairs/Student Services Committee, who stated that the Academic Affairs Committee met via WebEx on September 16, 2024, to review FDTC policies.

1. Approval of Policies

Dr. Taylor 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. Taylor stated that the Academic Affairs Committee approved the following policies and recommended that they be submitted to the entire Commission at the September 24, 2024 meeting for approval. A motion from the Academic Affairs Committee was made, seconded by Dr. Robinson, that Policies:

- 10-01 Responsibilities of the Area Commission
- 40-01 Accreditation
- 40-02 Program Evaluation
- 40-03 Advisory Committee
- 40-04 Articulation
- 40-07 Academics – Defining Credit Hours Awarded for Courses
- 40-06 Faculty Administration
- 40-08 Intellectual Property Rights
- 40-29 FDTC Website Policy

be approved as submitted. The motion carried.

V. GOULD BUSINESS INCUBATOR UPDATE

Chairwoman Sims recognized Ms. Tressa Gardner, Associate Vice President, SiMT and Gould Incubator, for an update. Ms. Gardner stated that the Gould Business Incubator was established as an extension of the SiMT in 2012. The 27,000 square foot building was to help successfully develop and grow new businesses and manufacturing to the Florence-Darlington area. Ms. Gardner showed a brief video showcasing the Gould Business Incubator.

VI. EDUCATIONAL FOUNDATION UPDATE

Chairwoman Sims recognized Ms. Sheryl Love, Executive Director, FDTC Educational Foundation. Ms. Love stated that Educational Foundation used a new auditor and changed their financial advisor this year, which led to a significant savings for the Foundation. Ms. Love stated that the Educational Foundation's Legacy Ball will be held this year on November 21st, and tickets and sponsorships were available for purchase. At this time, they have received \$90,000 in sponsorships. The Educational Foundation recently held its Annual Board Retreat and plans are underway to launch an \$100 M Campaign over the next 5 years.

Chairwoman Sims recognized Dr. Ford, President, for his update.

VII. PRESIDENT'S REPORT

A. Action

1. None

B. Information

Dr. Ford stated that our enrollment is 3400, which is less than a point different from where we were last year and our second eight-week session will start on October 7th, so that number will increase. Also, Dr. Ford distributed the updated pocket fact reference card to the commissioners.

Dr. Ford stated that the FDTC Convocation was held on September 23 and part two will follow on September 30th. The emphasis was "The Pivot: Fostering a culture of growth while preparing for the future".

Dr. Ford gave an update on the FDTC Community Day that will be held on Thursday, September 26th. FDTC volunteers will be in Florence, Darlington, and Marion Counties giving back to various organizations with needed services. Following the morning, a lunch will be provided.

Dr. Ford stated that the college has contracted with Salesforce, which is a customer relations system that gives educational institutions ten free licenses and will be starting the first of October in the SiMT, Workforce Development Area, Foundation, and President's Office. This will be the first time to use a database to manage external businesses.

Dr. Ford reviewed "ACUE", which is a professional development for our 99 faculty members. An information sheet was in the packets for reference. At the end of the eight-month training, each faculty member will receive a certification.

Dr. Ford stated that after he conducted a review of positions at the college, he has eliminated the Associate Vice President of Human Resources and revamped the position to Vice President of Human Resources and Organizational Development. Dr. Ford recognized Mr. Dingle to enlighten the Commission on how this new position relates to the "Reimaging Plan for Human Resources" means. Mr. Dingle gave a brief update on the position.

Dr. Ford stated that also the Associate Vice President of Information Technology was eliminated and revamped to the new position of Vice President of Information Technology. Dr. Ford invited Mr. Jones to give an update on his expanded role and review some of the most significant growing changes within the IT industry and its effects on the college. He reviewed how IT is incorporated into the entire operation of the college and how with the modernization of its functions can save substantial costs and incorporates data security.

Dr. Ford introduced Dr. Rhonda Johns, the new Vice President for Corporate Workforce Development and Continuing Education. Dr. Johns come to FDTC from Spartanburg Community College and will begin on October 2, 2024. Dr. Ford recognized Dr. Johns for a brief update.

Dr. Ford stated that on November 1, 2024, the Florence Chamber of Commerce will hold its Fall Community Breakfast Education and Workforce Update. Invited to be the keynote speakers are Dr. Fred Carter, Francis Marion University and Dr. Ford. FDTC will have tables and if you would like to attend the breakfast, please let us know.

Dr. Ford noted that on October 29th, we will have Family Night and the Educational Foundation will hold the Legacy Ball on November 21st. Also, please note on your calendar that the FDTC Christmas Celebration will be held on December 12th, at Osbornes.

VIII. CHAIRPERSON'S REPORT

A. Action

1. None

B. Information

1. Update

Dr. Sims stated that the Committee Assignments has been updated and distributed. Also, the 2025 meeting dates have been updated and distributed to the Commissioners. The next Commission meeting will be November 19, 2024.

Dr. Sims stated that she and the board secretary will be attending the ACCT Leadership Conference in Seattle on October 22-26, 2024, with President Ford.

Dr. Sims requested that the Commissioners please go ahead and complete the Agency Head Evaluation Survey in order to have done for President Ford's evaluation.

IX. EXECUTIVE SESSION

Chair Sims requested a motion to go into Executive Session to discuss the Commission's new Boardable training. A motion was made by Ms. Jay and seconded by Dr. Robinson to go into Executive Session. The motion carried.

Upon return from Executive Session, a motion was made by Mr. Temple, seconded by Dr. Robinson to return to regular session. The motion carried. Chair Sims stated that no action was taken during Executive Session.

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

X. ADJOURNMENT

There being no further business, a motion was made by Dr. Robinson, seconded by Dr. Taylor, that the meeting be adjourned. The motion carried and the meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Secretary, Dr. Meredith Taylor

Date Approved