Tri-County Technical College Commission Minutes
Ruby Hicks Board Room, Pendleton Campus
June 13, 2022

Present
Tom Strange, Chair
Leon Harris
Hamid Mohsseni
Helen Rosemond-Saunders
Larry Smith
Al Young
Jim Wanner
John Powell
Jim Kaplan
Al Young

Present Staff
Dr. Galen DeHay, President
Dan Cooper, Chief of Staff
Dr. Chris Marino, Director of Institutional Effectiveness
Cara Hamilton, VP Business Affairs
Jenni Creamer, AVP of Enrollment MGT & Educational Partnerships
Karen Potter, Sr. Director of Strategic Communication & Engagement
Grayson Kelly, VP of Institutional Advance & Business Relations
Marci Leake, VP for Human Resources
Linda Jameison, VP Student Support and Engagement
Dr. Anthony Guiseppi-Elie, VP Academic Affairs Workforce Dev.
Kathy Brand, Executive Assistant

Absent: [List of absent members]

Guests: Tracy Wactor, Business Affairs, Lisa Garrett, Public Relations, Equity Award representatives: Rodney Estrada, Travis Durham, Dr. Laneika Musalini, Dr. Brian Smith, Tammie Martin-Rucker, Jackie Blakley, August Johnson

I. CALL TO ORDER
Chairman Strange called the meeting to order and welcomed everyone. He stated that the appropriate notice had been sent to the media as required by the Freedom of Information Act (FOIA).

II. INVOCATION
Commissioner Harris gave the invocation.

III. APPROVAL OF AGENDA
The Chair presented the agenda and asked if there were any changes or additions. Hearing none, the agenda stood approved as submitted.

IV. APPROVAL OF MINUTES
Chairman Strange presented the April 4, 2022, minutes and asked if there were any changes or additions. Commissioner Wanner requested the verbiage “per credit hour” be added to the motion to freeze in-county tuition at $185.33 beginning Fall 2022 for fiscal year 2023. Hearing no other changes, the Chair called for a motion to approve the minutes with the stated addition. Commissioner Young moved, seconded by Commissioner Powell, that the minutes from April 4, 2022, be approved with the stated addition. The affirmative vote was unanimous.

V. CONSENT ITEMS
TCTC Institutional Policies
Chairman Strange referred to Dr. DeHay for clarification on the policies to be approved. Dr. DeHay stated a summary of the policy changes was included and reiterated that the policies are on a three-year revision cycle. With no questions, the Chair called for a motion to approve the policies. Commissioner Harris, moved, seconded by Commissioner Rosemond-Saunders that the policies be approved as presented. The affirmative vote was unanimous.

VI. FINANCE COMMITTEE REPORT

Chairman Strange reported the Finance Committee met virtually on May 25, 2022, and reviewed year-to-date operating results and the proposed budget for FY22-23. The Committee also discussed summer enrollment, the status of Federal Higher Education Emergency Relief Funding (HEERF I, II, III), and interim audit results.

Chairman Strange stated the Finance Committee discussed the details of the proposed budget and were pleased with the budget assumptions and recommendation. The Finance Committee unanimously approved the budget as presented. The Finance Committee, therefore, moves that the Commission approve the FY22-23 Budget as presented. Chairman Strange reiterated the approval of the FY23 budget comes as a recommendation from the Finance Committee and called for discussion. Hearing none, he called for the vote of approving the operating budget for FY22-23 as presented. The affirmative vote was unanimous.

VII. BUILDING COMMITTEE REPORT

Commissioner Harris gave an update on the Oconee Hall expansion and renovation stating DP3 was awarded the bid for architectural services. Contractual agreements are being negotiated and will be submitted to OSE (Office of State Engineering). A project Steering Committee and Focus Group have been formed. The Steering Committee is comprised of high-level College administrators who will provide the vision and deliverables for the project, monitor progress, and aid in making strategic project decisions. The Focus Group is comprised of key project “customers”
and stakeholders (i.e. Deans, Assistant Deans, and other leaders) who will aid in programming and design concepts.

On May 23, 2022, DP3 held “visioning” meetings with both the project Steering Committee and Focus Group. Feedback from the meeting reflected the visioning wish list of the Steering Committee and the Focus Group were closely aligned. Key themes included an engaging, welcoming space, flexible use classrooms/conference rooms, and collaboration spaces. Charettes with internal (employees and students) and external stakeholders will begin to inform the design work. The process is estimated to be a year-long process. A general contractor will be selected to work alongside the design firm.

The original funding estimate of $16 million has increased due to escalating costs in the construction sector and costs associated with supply chain constraints. The College will add an additional 20% to the FY23 CPIP submission ($20 million).

VIII. PRESIDENT’S REPORT

Dr. DeHay reported

- **Enrollment Report for Summer and Fall** – Jenni Creamer, AVP of Enrollment Management and Educational Partnerships, gave the enrollment report, stating summer headcount enrollment was currently at 3161, above the 2900 goal, and +9.5% change from summer 2021. She stated FTE enrollment was currently at 1433.9, above the 1291.5 goal, and +11.3% change from summer 2021. Creamer reported a significant increase in Bridge to Clemson and Dual Enrollment students compared to last summer. She stated new and continuing student increases are spread equitably across AS, BPS, and E&IT and proudly reported an increase of more than 40% in the number of Hispanic students compared to last summer. Creamer gave an update on Fall enrollment stating headcount was currently at 2862 of the 5600 goal, up 9.0% from Fall 2021 and FTE was currently at 1894.4 of the 4210 goal, up 9.4% from Fall 2021. She listed Fall 2022 enrollment tactics and targeted outreach efforts, especially for students of color and low-income. Creamer concluded stating the College is on track to meet or exceed the Bridge to Clemson goal of 1050 students and the dual enrollment goal of 670 students for Fall 2022.

- **Legislative Update** – Dr. DeHay gave the legislative update stating the Conference Committee adopted the budget report and income tax legislation. The legislature is slated to return on June 15, 2022, for conference reports and vetoes. Dr. DeHay reported the State Technical College System received $7 million recurring funding, $39 Million for SCWINS scholarships, 3% base pay increase for all FTE, a $1500 bonus for qualified employees, and for Tri-County Technical College, $12.4 million for capital renovations, repair, and maintenance and $6 million for the logistics automotive project.

- **Board Goals**: Dr. DeHay gave the following status updates for the 2021-2022 Commission goals:
  
  **Goal 1**: Complete Phase 1 preliminary design for the Oconee Hall project.
  - DP3 was awarded the bid for architectural services.
  - Contractual agreements are being negotiated and will be submitted to OSE the week of June 6, 2022. A project Steering Committee and Focus Group were formed.
  - Visioning and stakeholder charrette meetings are taking place to inform design decisions. It is estimated to be a yearlong process.
Goal 2: Developing strategies that mitigate threats to business continuity.
- Continue to monitor COVID pandemic and its impact on the College.
- Fiscal Affairs continues to monitor HEERF III funds. All Student funds have been disbursed. Remaining institutional funds have been prioritized to fund zero-cost tuition for students in non-technical programs not eligible for WF Scholarship for the Future funding.
- Data and infrastructure security continue to be high priorities.
- Focus on financial sustainability including contingency reserves and maintaining a fund balance target of 75 days of operating capital.

Goal 3: Increase business and industry partnerships to support workforce needs.
- Pickens County Workforce Training Center feasibility study in process. Engaged MRB Group as a consultant to lead the feasibility. Currently scheduling meetings with Pickens County stakeholders, including K-12, business and industry, developers, as well as county officials including economic development.
- BASF North American Apprenticeship Development Program – currently in 2nd cohort and are recruiting 3rd cohort.
- B&I Engagement strategy has been developed and is being implemented across the institution by way of a B&I Task Force responsible for developing the strategic direction of business development.
- 26 new business collaboratives initiated.

Goal 4: Advocate for TCTC’s value with state and local government and economic development groups.
- Attend legislative breakfast in Columbia (if possible).
- Engage legislators/council members as requested leadership.
- Reach out to elected officials in AOP to make them aware of the College’s achievements, programs and goals.

Goal 5: Develop a plan to increase outreach and improve success for lower income students and minority students.
- Targeted outreach to Hispanic students continues.
- TC Central is following up with 700+ students registered this summer who are not yet registered for the Fall.
- The IDEA Council continues with foundational knowledge and team development and will begin planning fall initiatives this summer.
- Student Development Division is reviewing the status of existing registered student organizations and coordinating student engagement events and enrichment series.

- Equity Award – Dr. DeHay announced that Tri-County Technical College has been awarded the 2022 SCATCC Equity award. He introduced Dr. Jackie Blakley who shared more information on this achievement. Dr. Blakley introduced the Men of Color committee members present at the meeting: Rodney Estrada, Travis Durham, Dr. Laneika Musalini, Dr. Brian Smith, Tammie Martin-Rucker, August Johnson, and herself. She gave a brief history of the group and shared data on minority students in South Carolina, the technical college system, and at Tri-County Technical College. Dr. Brian Smith, assistant dean, School of Humanities and Social Sciences, reviewed the Men of Color mission, vision, and values. He shared information on events, seminars, workshops, scholarships, and fund-raising efforts that the Men of Color committee has worked on to provide
value to students. Commissioner Rosemond Saunders, expressed how proud she was that TCTC was the winner of the SCATCC Equity Award and looks forward to the nomination progressing to the next level at ACCT.

IX. CHAIR’S REPORT

- South Carolina Association of Technical College Commissioners Report:
  Commissioner Rosemond-Saunders stated she would share a report after the SCATCC September meeting.

- ACCT Leadership Congress – Chairman Strange stated the 2022 ACCT Leadership Congress will take place in New York, N.Y., October 26-29. He encouraged attendance and reported the TCTC presentation proposal had been accepted and Dr. DeHay and others would be presenting at the conference.

- Fall Commission Retreat – Chairman Strange announced the date of the Fall Commission Retreat as Friday, September 23, 2022. Details regarding the retreat will be forthcoming.

- Announcements:
  - Committee meetings for the Commission will be on July 19, 2022.
  - Next Commission Board meeting will be on August 1, 2022.

X. EXECUTIVE SESSION – With no further business to discuss at this time, the Chair entertained a motion that the board move into Executive Session. Commissioner Powell moved, seconded by Commissioner Harris that the Commission move into Executive Session. The affirmative vote was unanimous.

XI. ADJOURNMENT
The meeting was adjourned at 1:50 p.m.

Approved: [Signature]
Thomas F. Strange, Commission Chair
Date: 8/1/2022