



**Central Carolina Technical College
Area Commission Meeting Minutes**

President's Conference Room
Main Campus

5:30 p.m.

January 16, 2025

MEMBERS PRESENT:

Paul Napper, Chairman
Christopher Lee, Vice Chairman
Meagan Kuhlman
Abram Ludd
Willie Mae Muldrow
Robbie Powers
Matthew Prince
Ray Reich
David Sanders
Thoyd Warren

COLLEGE STAFF:

Kevin Pollock, President
Cheryl Allen-Lint, Interim Vice President for Business Affairs
Lisa Bracken, Vice President for Student Affairs
Misty Hatfield, Vice President for Institutional Advancement
Jason Tisdell, Vice President for Academic Affairs
Diana Reardon, Administrative Assistant to the President

MEMBERS ABSENT:

Bobby Anderson, Secretary
André McBride

The meeting was held in accordance with the *Freedom of Information Act, Chapter 4, Title 30, Code of Laws of South Carolina*.

1. CALL TO ORDER AND WELCOME – Paul Napper

Upon the establishment of a quorum, Chairman Napper welcomed everyone and called the January 16, 2025, Central Carolina Technical College (CCTC) Area Commission meeting to order at 5:30 p.m.

2. INVOCATION

Ms. Muldrow delivered the invocation.

3. RECOGNITION OF GUESTS – Kevin Pollock

Jasmine Todd, Director of Planning, provided an overview of the 2025-2030 Strategic Plan development process and what has been completed up to this point. Ms. Todd shared the various data sources that are used during the strategic planning development phase. Ms. Todd provided commission members with resources needed to submit their feedback on the proposed strategic plan. The next steps in the development timeline are:

- January 2025: Gather internal community feedback from faculty, staff and commission members on the draft version of the plan

- February 2025: Revise the draft plan using feedback from internal community at the Executive Leadership Team (ELT) planning retreat scheduled for February 12th. ELT will also draft the 2025-2026 College Annual Goals at the planning retreat.
- March 2025: Invite external stakeholders to provide feedback on the revised plan via email and revise the draft using that feedback.
- May 2025: Submit the 2025-2030 Strategic Plan and the 2025-2026 Annual Goals to the Area Commission for approval.
- Summer 2025: Develop performance targets to evaluate success of the strategic plan. Submit full plan to Marketing and Communications Department for publishing.
- August 2025: The final 2025-2030 Strategic Plan goes into effect and will be distributed to internal and external stakeholders.

4. APPROVAL OF MINUTES – Paul Napper

Chairman Napper entertained a motion to **approve** the minutes of the November 21, 2024, Area Commission meeting, as submitted. A **motion** was made by Mr. Warren and **seconded** by Mr. Lee. There was no further discussion. The minutes were **unanimously approved**.

5. APPROVAL OF CONSENT AGENDA – Paul Napper

5. A. REPORTS AND RECOMMENDATIONS

Chairman Napper entertained a motion to approve, object, or remove for discussion, any of the following items in the Consent Agenda:

- 5. A. 1. Institutional Advancement Report
- 5. A. 2. Academic Affairs Report
- 5. A. 3. Student Affairs Report
- 5. A. 4. Reaffirmation of Mission Statement

Chairman Napper entertained a motion to **approve** the Consent Agenda as submitted. A **motion** was made by Mr. Reich and **seconded** by Mr. Prince. There was no further discussion. The consent agenda was **unanimously approved**.

6. FINANCE UPDATE – Cheryl Allen-Lint

Dr. Pollock shared that there is no new state budget information to report on at this time. The Governor has published his draft of the budget, but as always, that will change once the Senate and House put forth their versions of the budget. Dr. Pollock shared that this will likely be a long process like the past few years.

6. A. FINANCIAL STATEMENTS AS OF 12/31/2024

Ms. Allen-Lint referenced the Financial Statement as of 12/31/2024 that was provided in the materials booklet. Ms. Allen-Lint shared that our total revenue is currently at 80% of our annual budget. Last year at this point in time we were at 84%. This is partially due to tuition revenue being down and the timing of our state appropriation. Our current expenditures are currently at 49% of our annual budget. Last year at this point in time we were at 51%. Dr. Pollock shared that he will be going before all counties to request continuation of county funding and another five-year commitment for the Scholars program. Ms. Allen-Lint shared that a draft FY26 budget will be presented at the next commission meeting in March.

6. B. CASH BALANCES AS OF 12/31/2024

Ms. Allen-Lint referenced the Cash Balances as of 12/31/2024 that was provided in the materials booklet. Ms. Allen-Lint shared that at the end of this December, we were at \$21M compared to last year's amount of \$20M. This is due to timing of our reimbursements from the state for our capital projects.

6. C. BUILDING UPDATE

Ms. Allen-Lint provided a brief update on the Academic and Student Services building. The target completion date is still April 2025 and we are currently coming in under budget. Dr. Pollock shared that Building M200 will be demolished soon and there is still discussion of how much of Building M100 to keep. We are waiting on the recommendations from the Facilities and Master Plan to determine any additional renovations. Ms. Allen-Lint shared that there will be an opportunity for commission members to tour the new building at 4:30 p.m. before the March 20th commission meeting.

7. COLLEGE REPORT – Kevin Pollock

Dr. Pollock reminded commission members about the South Carolina Technical College Commissioners' (SCTCC) Day of Learning and Awards event that is being held on Wednesday, January 29th in Columbia. The first portion from 9AM – 12PM is geared towards newer commission members with less than five years of service. The awards luncheon portion will be held from 12PM – 1PM with the regular commission academy portion following from 1PM – 3PM. Ms. Reardon will email commission members the information.

Dr. Pollock shared that this upcoming calendar year will be very busy with the following: development of the new 2025-2030 Strategic Plan, implementation of the Strategic Enrollment Plan, the SACSCOC accreditation visit in October, concluding our work with Achieving the Dream and the opening of the new Academic and Student Services building.

Dr. Pollock provided an update on the Kershaw campus. The college currently has \$20M for a new building at our Kershaw campus and there has been a lot of interest in this future space. There are currently three businesses and industries that would like to discuss potential future partnerships. Dr. Pollock shared that the college will probably request an additional \$10M for the Kershaw expansion.

Dr. Pollock shared that there are several commission members' terms that will expire in June this year. Ms. Reardon will send an email out letting everyone know whose terms will expire.

8. CHAIRMAN'S REPORT – Paul Napper

Chairman Napper reiterated the recent work and meetings that have taken place in Kershaw County recently. Chairman Napper stated is he excited to see the interest that the businesses and industries have taken in the Kershaw expansion.

Chairman Napper shared that Representative Will Wheeler has decided to step down. Representative Wheeler has served for many years and has been a wonderful supporter of the college.

A. Distribution of CCTC Area Commission Bylaws:

Copies of the bylaws were provided to commission members for their annual review.

B. Distribution of SC Ethics Commission Rules of Conduct:

Copies of the SC Ethics Commission Rules of Conduct were provided to commission members for their annual review.

C. 2025 Conflict of Interest Statements:

Commission members were asked to review the conflict of interest statements and sign these for inclusion in the records. A second form was provided to commission members if there is ever a need to disclose a potential conflict of interest. The completed and signed forms will be available in the President's Office.

9. EXECUTIVE SESSION

There was no need for an executive session

10. OTHER MATTERS – Paul Napper

There were no other matters to discuss.

11. ADJOURNMENT – Paul Napper

There being no further business, Chairman Napper entertained a **motion, seconded** by Mr. Prince to adjourn the Central Carolina Technical College Area Commission meeting at 6:17 p.m.

Respectfully submitted,

Bobby Anderson, Secretary

Diana Reardon, Recording Secretary