



Central Carolina Technical College Area Commission Meeting Minutes

President's Conference Room
Main Campus

5:30 p.m.

September 19, 2024

MEMBERS PRESENT:

Paul Napper, Chairman
Christopher Lee, Vice Chairman
Bobby Anderson, Secretary
Abram Ludd
Willie Mae Muldrow
Robbie Powers
Matthew Prince
Ray Reich
David Sanders (*virtual*)

COLLEGE STAFF:

Kevin Pollock, President
Misty Hatfield, Vice President for Institutional Advancement
Beth Young, Vice President for Business Affairs
Diana Reardon, Administrative Assistant to the President

MEMBERS ABSENT:

Meagan Kuhlman
André McBride
Thoyd Warren

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 September 19, 2024, 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

Daniel Kuzbary, Director of Institutional Research, shared the results of the 2024 Community College Survey of Student Engagement (CCSSE) that was administered this year. CCSSE is a nationally-normed survey administered to community and technical colleges across the county. Mr. Kuzbary shared that the college's overall satisfaction rate is 84%, which is above our 82% goal. Another highlight from the survey is that CCTC students have an extremely high, and higher than average, sense of confidence and belonging at the college. Mr. Kuzbary also shared data on CCTC graduate wages that is being collected in connection with the Department of Employment and Workforce (DEW).

4. APPROVAL OF MINUTES – Paul Napper

Chairman Napper entertained a motion to **approve** the minutes of the July 18, 2024, Area Commission meeting, as submitted. A **motion** was made by Mr. Anderson and **seconded** by Mr. Prince. 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

a) New Directive, Directive 6.90 Academic Planning and Effectiveness

5. A. 3. Student Affairs Report

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

6. FINANCE UPDATE – Beth Young

6. A. FINANCIAL STATEMENTS AS OF 08/31/2024

Ms. Young referenced the Financial Statement as of 08/31/2024 that was provided in the materials booklet. Ms. Young shared that our total revenue is currently at 52% of our annual budget compared to 59% at this point in time last year. This is due to the timing of our state appropriation. Our current expenditures are at \$4.8M which is 18% of our annual budget, which is in line with where we were at this point last year.

6. B. CASH BALANCES AS OF 08/31/2024

Ms. Young referenced the Cash Balances as of 08/31/2024 that was provided in the materials booklet. At the end of July, our cash balances were at \$21.5M and at the end of August, our cash balances were down to \$17.9M. Ms. Young pointed out that this is a timing issue due to the state appropriations for our capital projects. The college receives the invoices, we record and pay the invoice, and then we invoice the state for reimbursement. The total should go back up to \$21M once we receive our reimbursement from the state for our capital projects which typically takes 30 to 45 days. Ms. Young pointed out that we have shifted \$2M from our Synovus operating account to First Community Bank out of Camden. We have two certificates of deposits (CDs). One CD is six months at \$1M with a 5% interest rate, and the second is a \$1M CD for 12 months with a 4% interest rate. Ms. Young stated she will reach out to both Clarendon and Lee county to allocate funding in a local bank there.

6. C. OTHER

Ms. Young shared that we are still in the process of having the Broad Street property deeded back to the college. We are currently on the agenda for the October 8th Joint Board Review Committee to acquire the property back. Ms. Young hopes to have an update at the November commission meeting.

Ms. Young provided a brief update on the Academic and Student Services building. Ms. Young shared photos of the signage that will be on the new building. The target completion date is still April 2025 and we are currently coming in a little under budget.

7. COLLEGE REPORT – Kevin Pollock

Dr. Pollock shared that Scholars program funding is coming up for renewal. Dr. Pollock and Ms. Young have started meeting with city and county administrators requesting the Scholars program be extended for another five years. So far, all of the meetings have been positive. After the new year, they will start the official request and speak with each county's council.

Dr. Pollock shared that the South Carolina Technical College System (SCTCS) will be implementing performance funding measures in the future. Beginning with the 2025-2026 fiscal year, the performance measures will account for 10% of the overall funding formula. The measures are: administrative and fiduciary accountability performance, licensure exam pass rate, graduate placement rate, fall-to-spring persistence rate and student success rate. Currently, the presidents are still working out the final details. Dr. Pollock stated he will share additional information at the November commission meeting once everything is finalized.

8. CHAIRMAN'S REPORT – Paul Napper

Chairman Napper reported on his attendance to a recent South Carolina Association of Technical College Commissioners (SCATCC) meeting where they are working on updating their bylaws and hiring a new lobbyist. Chairman Napper mentioned that he and Dr. Pollock will begin discussing what the college needs are for the next state budget request.

9. EXECUTIVE SESSION

There was no need for an executive session

10. OTHER MATTERS – Paul Napper

Mr. Reich asked commission members if there was an interest in staying after the commission meeting to eat their meal as a time to socialize. Commission members also discussed an option of a retreat at some point in the future. Ms. Reardon will check to see if any other technical colleges provide a commission retreat.

Chairman Napper shared that he has been invited to several conferences and out-of-town meetings with the SCATCC, but has turned them down to be budget conscious.

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 6:36 p.m.

Respectfully submitted,

Bobby Anderson, Secretary

Diana Reardon, Recording Secretary