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

August 1, 2022

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

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 Giuseppi-Elie, VP Academic Affairs Workforce Dev.
Kathy Brand, Executive Assistant

Absent: Jim Kaplan

Guests:

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 Young 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 June 13, 2022, minutes and asked if there were any changes or additions. Hearing none, the Chair called for a motion to approve the minutes. Commissioner Young moved, seconded by Commissioner Harris, that the minutes from June 13, 2022, be approved with the stated addition. The affirmative vote was unanimous.

V. CURRICULUM AND INSTRUCTION COMMITTEE REPORT
Commissioner Rosemond-Saunders stated the group met virtually on July 19, 2022. She stated an enrollment update was given during the meeting which included the following information: Summer FTE as of July 12 was 1,438.4, up 11.7% from Summer 2021. Headcount was 3,175, up 9.6% from Summer 2021. There was an 18% increase in students of color compared to Summer 2021 and 33% increase compared to Summer 2018. Fall FTE is 3,268.3, up 1.9% from Summer 2021 and headcount is at 4,322, an increase of 1.4% from Summer 2021. Ongoing enrollment
efforts include community outreach regarding free tuition and fees for nearly all students who meet criteria. Commissioner Rosemond-Saunders reported on Academic Programs stating the College is focusing on expanding its capabilities to deliver a transformative student experience and fostering learning and collaboration by integrating the student experience. The College has undertaken a Program Demand/Gap Analysis, a thorough Program Portfolio Review and an Academic Program Review. These efforts will allow the College to identify and focus appropriate attention on new and reinvented programs. Commissioner Rosemond-Saunders concluded the report listing new programs under consideration at the College:

- An associate’s degree in Human Services
- An associate’s degree in Dental Hygiene
- An associate’s degree in Diesel and Heavy Diesel
- A Certificate in Plastic Mold Injection
- A Certificate in Biomedical Device Process

VI. BUILDING COMMITTEE REPORT

Commissioner Harris reported the Building Committee met virtually on Tuesday, July 19, 2022. He stated Campus Police Chief Marcus Guess updated the Committee on the College’s Secure and Lockdown Protocol and shared recent departmental initiatives. Physical Plant Director Ken Kopera provided updates on current capital projects and discussed plans for future projects. Commissioner Harris reported Chief Guess presented best practices for locking down a campus during an active threat. Chief Guess informed the Committee that the College has Mutual Aid Agreements with all three counties, Clemson University and the Pendleton Police Departments. All campus police officers are trained and wear body cameras as required by State Law. Funding for the cameras was provided by a grant from the Department of Public Safety. Commissioner Harris explained the College’s Police Department has been actively preparing for accreditation for the past two years. A representative from SC Law Enforcement Accreditation (SCLEA) will perform a virtual “Mock Assessment” in August and based on the findings and remediation required, an onsite accreditation assessment is planned for late September or October. Accreditation will enhance police effectiveness, identify areas for improvement, documentation of performance, decrease insurance premiums, decrease liability and demonstrate to the community that TCTC’s police department runs a state-of-the-art operation. Tri-County Technical College will be the first South Carolina technical college to obtain state SCLEA which puts the department into a category of premier law enforcement agencies who are held to and operate at a higher standard than most agencies. Commissioner Harris stated the College’s Comprehensive Emergency Management Plan is being designed to improve usability. He concluded stating the College will be hosting an active shooter workshop called “I Love U Guys” though a Foundation that was started in 2006 by Ellen and John-Michael Keyes following a school shooting that took the life of their daughter, Emily. The Building Committee was pleased with the report made by Chief Guess and the protocols and departmental initiatives he described.

In regard to the physical plant’s current and future capital projects, Commissioner Harris reported the following: There are currently 16 capital projects in various stages of completion ranging from investments of $200,000 - $20,000,000 for a total of $31,150,000. All projects that have begun are within budget and on track. All remaining projects are in design or awaiting State Engineering approval. Administration updated the Committee on work that had been completed for the Oconee Hall Renovation Project. Four charrettes/visioning sessions involving faculty, staff and administration were conducted by the College’s architect firm, DP3, to obtain clarity on the programming needs and critical success criteria for the building. DP3 will use the results of the visioning sessions to begin schematic design of the building. Schematic design is estimated to be complete by the mid-October. The College will engage the general contractor using the
Construction Manager at Risk (CMAR) delivery method. The goal is to engage the contractor/construction manager by late October. Commissioner Harris concluded stating the Building Committee was pleased with the capital project and Oconee Hall updates. All capital and facilities maintenance projects are on track and being soundly managed from a project management and financial standpoint.

VII. PRESIDENT'S REPORT

- **Enrollment Update**: Dr. DeHay asked Jenni Creamer to give an enrollment update. Creamer presented the following information regarding the Fall 2022 enrollment status:

<table>
<thead>
<tr>
<th>Headcount</th>
<th>FTE</th>
<th>% of Goal</th>
<th>% change from Fall 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2022</td>
<td>5600</td>
<td>4798</td>
<td>85.7%</td>
</tr>
<tr>
<td>Goal</td>
<td></td>
<td></td>
<td>+0.95%</td>
</tr>
<tr>
<td>Fall 2021</td>
<td>4210</td>
<td>3618</td>
<td>85.9%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>+0.68%</td>
</tr>
</tbody>
</table>

- **Legislative Update**: Dr. DeHay asked Dan Cooper to give the legislative update. Cooper stated there will be a change in three new House members (Thomas Beach, April Cromer, and Don Chapman) in the new year and that he and Dr. DeHay have already been scheduling meetings inviting them to campus to share TCTC information. He reported on funding from the state listing:
  
  For SC Technical College System:
  o $7 million recurring.
  o $39 million for SCWins.
  o 3% base pay increase and one-time $1,500 bonus for employees.

  For TCTC:
  o $12.4 million in capital renovation, repair and maintenance.
  o $6 million for logistics center.

Cooper shared information on the Transportation/Logistics/Utilities Center stating it will:
  o Create an automotive, logistics, heavy equipment and power line hub that addresses regional workforce needs.
  o Expand offerings for automotive training for diesel technicians.
  o Aim to increase labor force participation in Opportunity Zones.
  o Leverage Electric City Transit service to Anderson Campus, thereby increasing access for those with no personal transportation.

Cooper concluded stating the next step will be to engage in an Anderson Campus master facility plan. Dr. DeHay concurred with this statement and reiterated the goal is to create a hub for automotive program growth and program partnerships.

- **SCWins Eligibility**: Dr. DeHay asked Cara Hamilton to give an update on SCWins. Hamilton stated SCWins covers tuition, course-related fees and materials for credit, and CCE students. The requirements include being a South Carolina resident enrolled in a critical workforce program that leads to an industry-recognized credential, maintain a 2.0 GPA, or being employed and completing a financial literacy course or complete 100 hours of community service. Hamilton explained the Workforce Scholarships for the Future is funded by the Governor’s Emergency Education Relief (GEER) Fund which received another $25 million on July 26, 2022. The eligibility requirements are the same as SCWins but GEER funds include students in Arts and Sciences programs. The combination of SCWins, Workforce Scholarships for the Future, and HEERF funds makes zero-cost tuition possible through spring 2023. Commissioner Harris asked to see a breakdown metrics of the funding. Hamilton will provide this spreadsheet as requested.
• **Strategic Initiatives:** Dr. DeHay asked Dr. Chris Marino to review the College’s strategic direction. Dr. Marino stated the strategic direction centers on four areas: People, Partnerships, Capabilities, and Student Experience. He reviewed the following areas explaining plans for the future.

The first set of strategic initiatives focusing on people includes:
- Develop a skills inventory.
- Use the skills inventory to develop a succession plan.
- Review and implement the DEI framework.
- Design an employee mentoring program.

The second set of strategic initiatives focusing on partnerships includes:
- Update and implement our business and industry engagement model.
- Develop adult and youth apprenticeships.
- Develop and implement a CNC employer collaborative that serves as a pilot for future small business collaboratives.
- Develop and implement a K12 engagement strategy.

The third set of strategic initiatives focusing on capabilities includes:
- Implement phase one of a CRM tool.
- Develop processes to communicate and align the skills and competencies of TCTC graduates to business and industry needs.
- Develop guidelines for academies.
- Update and implement a re-designed hybrid orientation.

The final set of initiatives focusing on the student experience includes:
- Validate and implement workplace competencies.
- Design and implement a career management coaching program that will help students develop a personalized path to success.

Dr. Marino concluded stating cross functional teams will be formed and team objectives and outcomes will be tracked. Dr. Marino stated he will manage and track the College’s strategic initiatives and their success. Dr. DeHay added the Commission will continue to be updated on strategic initiatives.

**VIII. CHAIR’S REPORT**

Chairman Strange asked Commissioner Rosemond-Saunders to give the SCATCC report.

- **South Carolina Association of Technical College Commissioners Report:** Commissioner Rosemond-Saunders stated the SCATCC Board of Directors met in person at the Wampee Conference Center on May 14, 2022. The following reports were given during the meeting:

  **Finance Committee:** Mr. George Pierson, SCATCC treasurer, presented the budget. The budget is based on 99% membership dues. The total proposed budget for the coming active term is $165,993.00. Cost of living increases were itemized for discussion. Emails regarding approval of the final budget will be received by SCATCC Board members before the end of June 2022, as presented in the bylaws. The dues expectation will be submitted to College Presidents for information and action.

  **Governance:** Commissioner Smalls presented proposed meeting dates for the 2022/2023 term.
Advocacy and Education Committee: Billy Routh, SCATCC lobbyist, reported the Legislative session adjourned and Legislators will meet on resolutions identified by the committee to adopt things agreed upon in the sine die resolution. The budget conference committee will meet to discuss the state budget, appointments, resolutions, governor’s vetoes, etc. Technical Colleges did well in the budget in all categories. The SC WINS Program has gone to the governor.

Communications and Awards Committee: Commissioner Barnes congratulated 2022 Award Winners. The 2022 SCATCC Award Winners, by category are:
- Commissioner Award: Gary Powers, Midlands Technical College
- Equity Award: Tri-County Technical College
- CEO Award: Dr. Willie Todd, President, Denmark Technical College
- Faculty Award: Kevin Mitchell, Trident Technical College
- Professional Board Staff: Michael Zanfardino, Midlands Technical College

Chairman’s Report: Chairman Smalls thanked everyone for their support as he worked through his first year, and he expressed appreciation to Executive Director Jailette for her assistance and support.

Executive Director’s Report: Ashley Jailette presented strategic planning procedures and requests from the retreat staff. Commissioner Powers provided an update on a recent session conducted by the Southern Region of the ACCT that included the following:
- The legislative update included Community colleges receiving seventy-one million dollars in earmark funding.
- ACCT Awards nominations are due by June 13, 2022. ACCT Leadership Congress will be held October 26-29, 2022.
- Commissioners from SC running ACCT positions include: Yvonne Barnes for Regional Board Representative and Keyatta Priester for Diversity, Equity and Inclusion Committee. David McMillan has been appointed to serve as South Carolina’s Coordinator for the ACCT.

- Upcoming Events:
  Chairman Strange encouraged attendance at the following upcoming College events:
  - ACCT Leadership Congress - Chairman Strange stated the 2022 ACCT Leadership Congress will take place in New York, N.Y., October 26-29. He asked everyone to inform Kathy of your attendance plans.
  - Fall Commission Retreat — Chairman Strange announced the Fall Commission Retreat will be on Friday, September 23, 2022 at the Hayden Conference Center in the SC Botanical Garden.
  - Summer Commencement: August 4, 2022 Littlejohn Coliseum 6:00pm

IX. 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 Commissioners Young and Rosemond-Saunders that the Commission move into Executive Session. The affirmative vote was unanimous.

X. ADJOURNMENT
The meeting was adjourned at 1:45 p.m.

Approved:

[Signature]

Thomas F. Strange, Commission Chair

Date: 10/3/2022

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