

January 25, 2022

**ORANGEBURG-CALHOUN TECH AREA COMMISSION
VIA Zoom/OCtech EBR**

January 18, 2022

PRESENT:

Members:
John Shuler, Chair
Margaret Felder Wilson
Jacqueline Shaw
Leroy Morant
Lawrence Weathers
David Rickenbaker

OCtech:

Dr. Walt Tobin
Williette W. Berry
Dr. Sandra Davis
Kim Huff
Cindy Garrick, Secretary

Tresa Milligan-Mueller, Faculty Council Chair
Donna Bennett, Staff Council Chair

GUEST:

Dionne Gleaton-T&D

Chair John Shuler called the meeting to order at 4:31 pm. He reminded Commission members that area media had appropriately been notified under the Freedom of Information Act and meeting notices posted.

David Rickenbaker made a motion that the minutes from the November 9, 2021 meeting be approved. Margaret Wilson seconded the motion. Approved

COMMISSIONER REPORT

Katie Hanes could not be present for the meeting. Dr. Tobin gave the Commissioner's Report – OCtech and South Carolina State University will host the Commission on Higher Education's March 2022 meeting. They will tour OCtech and Denmark Tech on Wednesday, March 2. Dinner will be held at SCSU that evening. The CHE meeting itself will occur Thursday, March 3, at SCSU. If you are available, I'd like to introduce you all to the Commissioners and Rusty Monhollon, President and Executive Director at the SC Commission on Higher Education, on Wednesday, March 2. I would like for you to attend the dinner at SCSU as well. The schedule is tentative, but we will follow up with you when the schedule has been finalized.

If you have not registered for the SCATCC Commissioner's Association event on February 2, let Cindy Garrick know, and she will get you registered.

PRESIDENT'S REPORT – DR. WALT TOBIN

BEA estimates for the State budget are significant for this coming year. We should take advantage of excess revenues so we have revised our current request to \$50M. That would mean we can expand the advisor position to all of our divisions (currently, we have one for the Prep students). We plan to add three programs: HVAC, Pharmacy Tech, and Surgical Tech (Surgical Tech requested by RMC). The problems with creating these programs are the faculty needs to develop the curriculum, and we need to renovate space before we generate the first dollar of tuition, so this is start-up money for us. To get these programs off the ground, we must use some portion of our current funds. We are doubling the number of funds we requested for Maintenance and Repair. We also doubled the amount to purchase Advance Manufacturing equipment. The big-ticket item is the Advanced

January 25, 2022

Manufacturing building we estimate between \$12 and \$15 million. This item will be discussed at the next Delegation Legislative session.

A provision is working its way through the House that would guarantee transfer for two-year college AA/AS students who complete that degree to transition seamlessly to any public colleges and universities without losing any credits or time. We have these agreements with every public and most private institutions in South Carolina, but this would standardize the process and set some guidelines for the four-year colleges to accept students. I think it's an opportunity for us to provide a pathway for a baccalaureate four-year degree at a fraction of the cost of enrolling as a freshman.

Our Fifth Interim Report and our QEP were received with no recommendations or findings.

Going into the Spring, we will implement eight-week terms versus sixteen-week terms. The positive response from Faculty and students was somewhere around 75%. Students will focus on two classes (class time will increase by ten minutes) over an eight-week term versus four courses over a sixteen-week term. (York Tech and Trident Tech have implemented the eight-week schedule.) Students would come every day for eight weeks versus twice a week for sixteen weeks.

We are at the halfway point with another six months left to raise \$370K for the Foundation. Currently, we are planning to move on with the Garden Event.

ACADEMICS – WILLIETTE BERRY

Williette stated that they have been posting and interviewing for multiple positions. We filled a couple of the vacancies:

- EMT Instructor/Program Coordinator in the Healthcare Preparation and Workforce Division filled by Richard Hill as of January 3.
- Doug Long filled the temporary grant position of Project Manager -SC Pride as of December 6.

We are still interviewing for a Nursing Instructor in the Nursing Health Science Division.

We have five temporary grant positions to fill:

- Biomedical Instructor
- Early Childhood Instructor
- Early College Advisor
- Early College Interventionist
- Early College Dean

A CNA/Phlebotomy instructor will not be posted until March 2022.

We are planning to start an HVAC program consisting of 33 credit hours. The letter of notification will be sent to SACS next week.

We are planning our Spring Convocation for Friday, February 11, 2022.

STUDENT SERVICES – DR. SANDRA DAVIS

Dr. Davis stated that Spring semester classes started on January 10. This week they will be registering students for the February late start mini session classes and some classes that begin in March.

There is one position open for an Assistant Director of Enrollment. Interviews for this position are being conducted.

BankMobile, a servicer used for electronic fund transfer to students, has been successful with 97% of the disbursements being delivered electronically. There has been no increase in the number of students withdrawing from school. The funds are being disbursed at the usual time but students have access to funds earlier than normal. The difference is funds are being sent electronically versus checks printed and mailed to the students. We have only used this process for one semester, so there is no comparative student progress data available.

BUSINESS – KIM HUFF

Kim Huff noted the Financial Report is at the halfway point of the fiscal year (December 31). Tuition numbers for spring 2022 will still undergo lots of changes in January. As of now, it appears that the FTE numbers are down, and we could be short of our tuition budget by approximately 10%. We have Federal money to help offset some of the shortage. We also have some savings on the expense side (travel, for example) to help offset as well.

Continuing Ed shows a profit with \$205k of revenue versus \$178K of expense.

The report shows no Calhoun County revenue because they usually pay in one lump sum in February or March.

Total expenses are at approximately 50%, which is where we should be through December 31.

There is nothing specific to point out on the Federal Grants and Scholarship accounts, except we will be asking for a no-cost extension of our remaining HEERF funds to carry over to next year.

So far this fiscal year, we have only spent \$26K for the Health Science Building K renovation from our capital projects fund. The Building K - Health Science renovation is currently our biggest project. We submitted paperwork to the state for approval of Phase 2 of the project (CHE that meets in February then it will go to the JBRC for approvals). Once we get approvals, we can hire an architect and begin Phase 2 work.

We are working with an architect on the Machine Tool move to Building T. We hope to bring an estimated cost to the next meeting. Most of the renovation work in the T building is electrical and mechanical upgrades for the equipment to be purchased. Our local delegation was able to help secure \$2M of state funds for this project last year, with the majority of it to be used to purchase equipment. Some of it will be used to perform renovation work in Building T.

The last project is the replacement of the digital sign out front. We would pay for that out of our capital projects fund. I'm asking for approval to replace the sign at an estimated cost of \$75K (other colleges have spent 60-80k on similar signs recently).

ACTION ITEMS

Kim Huff asked the Commissioners to approve the purchase of the digital sign at the cost of \$75k out of the Capital Projects fund.

David Rickenbaker made the motion to approve the purchase of the sign. Jackie Shaw seconded the motion. Approved.

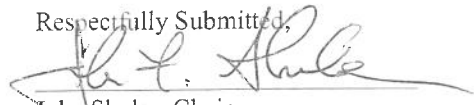
Student Services policies (4.016, 4.017, 4.020, .021 4.022 and 4.024 were reviewed with no changes. Policy 4.019 Transcripts was revised to seven days for processing versus ten days.

Lawrence Weathers made the motion to approve the policies up for review and the policy that was revised. Jackie Shaw seconded the motion. Approved.

Jackie Shaw made the motion to enter into Executive Session. Margaret Wilson seconded the motion. Approved.

Dr. Tobin noted that there was no action to be taken during the Executive Session.

Respectfully Submitted,


John Shuler, Chair


Cindy Garrick, Secretary