

August 9, 2022

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

August 9, 2022

**COMMISSION MEMBERS PRESENT:**

**John Shuler, Chair  
Margaret Felder-Wilson  
Jacqueline Shaw  
David Rickenbaker  
Lawrence Weathers**

**OCtech PRESENT:**

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

**Donna Bennett, Staff Council Chair  
Tresa Milligan-Muller, Faculty Council Chair**

**GUEST PRESENT:**

**Dionne Gleaton-T&D**

Commission Chairman John Shuler called the meeting to order at 4:30 pm. He advised Commission members that area media had appropriately been notified under the Freedom of Information Act and that the meeting notice was posted.

Commission Chairman Shuler asked if there was a motion to approve the agenda for the August 11 meeting. *Commissioner Rickenbaker made a motion that the agenda for the August meeting be approved. Commissioner Shaw seconded the motion. Motion passed.*

Commission Chairman Shuler asked if there was a motion to approve the minutes of the June meeting. *Commissioner Rickenbaker made a motion that the minutes of the June 11, 2022 meeting be approved. Commissioner Felder-Wilson seconded the motion. Motion passed.*

**COMMISSIONER REPORT**

Commissioner Hane was not present, so there was no report. Dr. Tobin noted that we needed to address the position of Commissioner due to Commissioner Hane wanting to step down from the position. Commission Chairman Shuler requested that they consider a rotating schedule (3 months or 1/2 year service). This will be discussed at the next meeting.

**PRESIDENT'S REPORT – DR. WALT TOBIN**

Dr. Tobin noted that the Foundation board met last night. They closed out the fiscal year ending June 30, 2022. They had set a goal to raise \$370K. The combination of donor contributions, gifts, and the receipts from the Garden Symposium in May allowed the Foundation to significantly exceed their goal with \$422K of funds raised during the year. They are setting the same goal of \$370K to support the program, for institutional support, and for student support next year. The Fine Wine and Foods event is on October 18 at the Orangeburg County Library. The Foundation board requested that the Garden Symposium be moved back on campus.

Dr. Tobin advised that he had shared Early College data points with the two public school superintendents last week. He plans to meet with the heads of OPS, Calhoun Academy, and Holly Hill Academy to share the data. Last year alone, we provided tuition savings of \$1.9M. Two ways to look at this are: (1) We did not charge them for Early College student tuition and fees so we saved them \$2M. (2) The parents saved \$2M as the students transitioned from high school to college. We generated 10,000 credit hours and served 706 students. He noted that the average high school student graduates with 18 credit hours.

Commissioner Rickenbaker asked about exemptions noted in Dr. Tobin's email to them. Dr. Tobin noted that in the past, all Health Science and Nursing programs required the vaccine. We tried to be equitable by requiring everyone to have the vaccine because some sites you go to may require it. **We are no longer requiring the vaccine.** We allow the student to submit an exemption request and the clinical site must approve it. **We do not approve the exemptions.** We submit the paperwork to the clinical site. The two ways for an exemption are Medical exemption signed off by a licensed physician or a religious exemption based on one's faith. The clinical site determines whether the student is exempt or not. This requires us to find alternate sites for students that are not vaccinated. (Federal facilities you must have the vaccine.) Commissioner Weathers asked if we know which sites required the vaccine vs. those who don't so this can be taken into consideration when placing students at the clinical sites. Dr. Tobin responded that we do.

Commissioner Rickenbaker asked if he got a call from a student or a parent who should he advise them to call. Dr. Tobin advised Commissioner Rickenbaker to call him and have the student/parent call him. If possible, we will work to find a site that will accept the student.

#### **ACADEMIC AFFAIRS - Williette Berry**

We have had some organizational changes in Academic Affairs. As of August 1, Health Sciences is now under Dean Stefanie Gadson-Brown, initially they were under Dean Candance Tooley. The change was made for equity purposes as it relates to direct reports. Dean Tooley had 21 direct reports and Dean Brown had three.

State Tech has approved the HVAC basic certificate. There was a glitch in the State Tech system but we will have the approval of the Advance EMT, Advance Welding, and Introduction to Engineering Technology programs soon (they only approve once per month).

We have hired a Bio/Bio-Medical instructor who starts on August 15.

A Criminal Justice instructor started yesterday.

Administrative Assistant applications have been provided to the deans for Health Sciences/Health Science prep and Nursing.

Nursing applications have been provided to the dean for the Nursing position.

Mechatronics instructor and the Engineering Technology instructor applications have been provided to the dean. The temporary grant CNA position has been posted, but no action.

The Speech instructor position was posted; however, we are having difficulty finding a qualified instructor to teach speech based on the requirements. We will fill the position in the fall with an adjunct. Anthony Williams, who has retired, has agreed to stay and assist as an adjunct as well.

Truck driving applications have been forwarded to the dean.

PTA Instructor position is no longer posted, but is currently being filled by an adjunct.

Instructional Designer position is posted, but no action at this time.

**STUDENT SERVICES – DR. SANDRA DAVIS**

We hosted an in-person new student orientation event today. Fall registration continues, and classes are slated to start on Monday, August 15. We will have welcome-back activities for the students next week. On Monday and Tuesday mornings, college faculty and staff will be out and about to provide direction to our new students so they can get to their classroom locations. We will be having our OCtech Spirit Day on Wednesday with the unveiling of our new mascot between 11 am and 1 pm at the fountain outside Building S. Please come out and participate in these activities with us. We encourage everyone to wear their favorite OCtech shirt on Wednesday. We are trying to get students engaged outside the classroom next week.

There are currently no vacancies in Student Services.

**BUSINESS – KIM HUFF**

On the Financial Report in your packet, our revenue and expenses match so we had a break even year. Federal HEERF funds helped us balance our budget, we will also have some HEERF for the current year but once they run out we must work on enrollment and get it back up for 2023-2024. There is nothing to fall back on when the HEERF funds run out.

Continuing Ed has a profit of \$150K due to state scholarship money being available for CE to offer discounted tuition or free classes.

Investment Income is a negative \$100K. We must invest in securities and investments that are not risky. Based on current interest rates it has dropped in value. We must report at market value but the intent is to hold them until maturity. Any losses showing on 6/30/22 will be recovered as they reach maturity.

Grants & Scholarship account revenue of net to zero. In the 2021-2022 year, we have spent over \$6M in HEERF funds. Expenditures were Institutional funds for tech upgrades and infrastructure. We allocated \$2.8M directly to students.

Plant Operating Expenses \$1.3M shortage compared to funds received from the counties (these expenses are covered by tuition).

Capital projects only \$37K spent, but we will discuss pending projects we are about to kick off. Everything we have talked about is as of June 30; however, we are still posting for the fiscal year so we are making adjustments and/or allocations.

The auditors will wrap up the audit in the next couple of weeks. We will get the report from them in September. They will be here in the fall to report on the financial statement (October or November).

Commissioner Shaw asked about the county funds. Kim said we have to cover that \$1.3M shortage with tuition because Orangeburg and Calhoun counties do not fully fund us. Commission Chair Shuler asked when was the last time that we were fully funded. Kim stated we had never been fully funded by the counties. Commissioner Weathers said the counties would have to double what they are giving now. He asked if the percentage they have been giving has always been about the same. Kim said it has always been about one half of what we need.

We have four capital projects in process:

- Move MTT to Building T from Building J– We split into two separate bids one for mechanical and electrical work and one for a general contractor for renovation work. We asked for \$100K but knew it would not be enough.
- The digital sign for the front of the campus was put out for bid last week.
- Building S cafeteria area and kitchen renovations, we are meeting with the architects on Friday, August 12.
- Building K mechanical and electrical renovations, we meet with the architect this Thursday, August 11.

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Kim Huff asked for approval to spend a total of \$300K (includes the \$100K approved already) on the MTT move from Building J to Building T project.

Commission Chairman Shuler asked if there was a motion to approve the \$300K on the MTT move.  
*Commissioner Rickenbaker made the motion to approve the \$300K. Commissioner Weathers seconded the motion. Motion passed.*

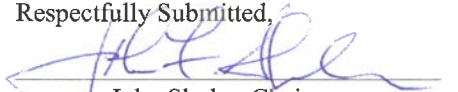
Kim Huff requested to open an account at the SC State Treasurer's office for investment purposes.

Commission Chairman Shuler asked if there was a motion to approve the opening of the account at the SC State Treasurer's office for government purposes.  
*Commissioner Weathers made the motion. Commissioner Shaw seconded the motion. Motion passed.*

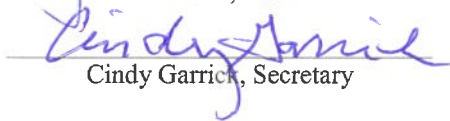
Commissioner Rickenbaker asked what bank the college used. Kim Huff responded operating funds are with South State Bank, but we also have funds at First Citizens Bank.

Commission Chairman Shuler asked if there was a motion to enter into Executive Session.  
*Commissioner Shaw made the motion to enter into Executive Session. Commissioner Felder-Wilson seconded the motion. Motion passed.*

Respectfully Submitted,



John Shuler, Chair



Cindy Garrick, Secretary