



**AIKEN COUNTY COMMISSION FOR TECHNICAL
AND COMPREHENSIVE EDUCATION
MEETING**

May 8, 2023 at 5:15 p.m.

**President's Conference Room 102
Ashley Little Administration Building
Aiken Technical College**

MEETING MINUTES

CALL TO ORDER

**NOTIFICATION OF COMPLIANCE WITH THE SOUTH CAROLINA FREEDOM OF
INFORMATION ACT**

ROLL CALL

Present:

Mr. Joe Lewis
Mr. Bill Windley
Mr. Charlie Hartz
Mr. Alvin Padgett
Ms. Jennifer Curtis
Mr. King Laurence
Ms. Teresa Haas
Dr. Bridget Denzik
Mr. Mike Uhle (left early)

Not Present:

Mr. Stuart MacVean
Ms. Keyatta Priester

Also Present:

Dr. Forest Mahan
Mr. Andy Jordan
Ms. Sylvia Byrd
Ms. Mechelle English
Mr. Chad Crumbaker, J.D.

Before business, Mr. Joe Lewis and the Commission surprised Dr. Forest Mahan with the announcement that Dr. Mahan had won the CEO of the Year nomination from the South Carolina Association of Technical College Commissioners. The Commission congratulated Dr. Mahan on the award. The SCATCC will officially announce the award at the May 11 Presidents' Council meeting.

APPROVAL OF MINUTES - April 10, 2023

Dr. Bridget Denzik motioned to approve the minutes. Mr. Bill Windley seconded the motion. The Commission unanimously approved the April 10, 2023, minutes.

A. Administrative Services - Mr. Andy Jordan

1. Campus Capital Projects Update

Summary of Issue: Demolition of the 400, 500, and 600 buildings is going well, but slower than expected. The work is supposed to be completed by May 24. The contractor will pay a \$200 per day penalty if work is delayed. Mr. Jordan will provide a demolition update at the next meeting. The College awarded the 900 building roof replacement project. The contractor started removing old roofing material. Dominion Energy will bring in a new line for the redesigned electronic marquee. The line can only be used for the marquee. The contractor working on the marquee is procuring new pieces for the sign. The marquee should be finished in July. Mr. Jordan and Ms. Dora Robson, Director of Procurement, will attend the SC Joint Bond Review Committee meeting on May 16 to support the new Nursing building and 700 and 800 building renovation requests. The College is moving the Server Room from a second-floor exterior room to an interior, first-floor windowless room in the 700 building. The new location will have generator backup. The College is waiting on State approval for the server relocation work. Information Technology will also move from the 200 Administration building to the 700 building.

Action Taken: None taken.

2. FY24 Budget Assumptions

Summary of Issue: Mr. Jordan reviewed a list of the FY24 Budget Revenue and Expenditure Assumptions, and actual budget figures from FY21 through FY23. The College will bring the final FY24 budget to the June Commission meeting for approval. Concerning interest income, Mr. Joe Lewis suggested the College review any CDs below one percent that the College might redeem early with minimal penalty.

Action Taken: Mr. Jordan will review revenue potential in held CDs with the Finance Team.

3. FY24 Student Fees

Summary of Issue: Mr. Jordan reviewed a list of proposed lab fees for FY24, highlighting increases in Advanced PCA, Certified Nursing Asst., Nursing RN, Paramedic, Phlebotomy, PNR (Nursing LPN), Radiologic Technology, and Welding. The College will bring the final FY24 lab fees to the June Commission meeting for approval. The College proposed an increased enrollment fee of \$15 per semester (\$5-Enrollment, \$5-Activity, \$5-Technology) to help cover expenses in technology, electronic and physical security enhancements, and Ellucian Recruit enrollment efforts. Mr. Lewis voiced support of the \$15 increase on behalf

of the Building and Finance Committee. In response to Ms. Teresa Haas's question, Mr. Jordan clarified the proposed lab fees are per student.

Action Taken: None taken.

4. Breezy Hill Water Line Deed

Summary of Issue: The College has been in discussion with Breezy Hill Water & Sewer Company for over a year to transfer the water and sewer lines to Breezy Hill. The College and Commission will sign the deed to transfer the lines today. The will transfer all maintenance and testing responsibilities to Breezy Hill.

Action Taken: Dr. Mahan and Mr. Joe Lewis signed the deed transferring the water and sewer lines to Breezy Hill Water & Sewer Company.

B. Academic and Student Affairs - No Report

C. Advancement - No Report

D. Human Resources - No Report

E. Office of the President - Dr. Forest Mahan

1. College Update

Summary of Issue: The SC Senate passed the proposed FY24 budget. The Board of Economic Advisors meets tomorrow to adjust projections for potential revenue, which could impact the SC House of Representatives "House Two" budget. The budget will go to conference at the end of May or June 1 to reconcile differences between the Senate and House versions of the budget. The College expects \$80-\$100 million for SC WINS. The Senate's budget, includes a \$2,500 raise for employees making up to \$50,000 a year. Anyone making more than that would get a 5% raise. The House version proposes a \$2,500 for workers making up to \$83,000. Anyone making more than that would get a 3% raise. The College would like to add 2% percent to the State increase to show employee appreciation and improve retention. Enrollment trends for summer and fall are positive with new enrollment management technology and efficiencies in place.

The College and Commission continue to find a solution for the loss of the Aiken County Sheriff's Department officer assigned to campus. After June 30, the College will lose Investigator Jon Malcom due to the Sheriff's office ending the contract because of staffing shortages. Dr. Mahan and Mr. Lewis proposed possible solutions to the Sheriff's Office, USC Aiken, County Council Chair, Mr. Gary Bunker, County Administrator, Mr. Clay Killian, the City of Burnetown, and Senator Tom Young. Mr. Alvin Padgett has been in contact with two County Council members. There might be State legislative provisos in process that would

allow retired officers to return to work without penalty to their pension. The College could also hire officers through Extra Duty Solutions. The Officer's position is still within the College's FY24 proposed budget. County officers will still use the sub-station on campus. In response to Ms. Haas's question, Dr. Mahan noted other technical colleges have varying arrangements for security. The College could consider hiring a full-time public safety officer, which was done years ago, but that would require additional regulatory work, training, and equipment of the College. The resources the Sheriff's Office can provide, including a familiar face on campus are vital to the College. *(Mr. Mike Uhle left the meeting at this time in the discussion.)* Dr. Mahan and Commission members expressed concern about campus shootings and the remoteness of the College. The situation is supposed to be temporary, but the College needs a solution in the interim.

Dr. Mahan thanked Commission members who attended the successful May 2 commencement ceremony.

The South Carolina Technical College System Presidents' Council will meet on May 11 and hold its retreat on June 8-9.

This Friday is ATC STEM Night, supported by the WORC grant, at SRP Park in North Augusta. ATC will have a table and give out promotional items.

The President's Office revamped the small, informal, group meetings held with employees over coffee to a "Sound Bites" lunch. The gatherings promote engagement among staff in varying departments and with the President.

The Commission will hold a retreat on May 26. Dr. Mahan will review ATC's Strategic Plan and lead a SWOT analysis of areas the College should keep in mind in the next couple years.

Dr. Mahan is speaking on the College's new branding at the Aiken Chamber First Friday Breakfast on Friday, June 2.

The College will host a signing event on June 2 with Mr. King Laurence and the Aiken County Public School District and School Board. The parties will sign an MOU outlining the partnership for the new Aiken County Career and Technical Center to be built on the ATC campus.

Dr. Mahan will attend the June 6 Aiken County Council meeting to show appreciation for the Council's support of ACT, and request the College remain on millage. Other Commission members may also wish to attend.

Dr. Jermaine Whirl, President of Augusta Technical College, is bringing his Executive Team to ATC on June 7 to meet with Dr. Mahan and Executive Staff. The meeting will be an opportunity to share ideas and best practices, keeping in mind potential partnerships with their new advanced manufacturing center, the new Aiken County Career Center, and the USC Aiken DreamPort.

Dr. Mahan, Ms. Keyatta Priester, and Dr. Tim Hardee, President of the SCTCS, submitted a proposal to speak at the annual Association of Community College Trustees conference in October, in Las Vegas.

Dr. Mahan will speak at the June 19 Rotary meeting about the College overall.

Action Taken: None taken.

2. Upcoming Events

- o May 26, 2023 - Commission Retreat, Security Federal Bank, 8:00 a.m.
- o June 12, 2023 - Commission Meeting
- o July, 2023 - No Meeting
- o August 14, 2023 - Commission Meeting
- o September 11, 2023 - Commission Meeting
- o October 9, 2023 - Commission Meeting**
- o November 13, 2023 - Commission Meeting and Holiday Dinner

**The October 9 meeting falls during the national ACCT conference. Dr. Mahan proposed moving the October 9 meeting to Monday, October 16. The Commission agreed to move the meeting. The College will post the new date.

F. Executive Session - There was no Executive Session

Mr. Alvin Padgett made the motion, seconded by Mr. Windley, to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 6:12 p.m.


Mr. Joe E. Lewis, Chair


Ms. Keyatta Priester, Secretary

6/13/2023
Date Approved

6/12/2023
Date Approved