



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

**October 11, 2021
5:15 p.m.**

**Auditorium, Room 142
Ashley Little Administration Building**

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. Ed Romero
Mr. Mike Uhle
Mr. Alvin Padgett (via phone)
Ms. Teresa Haas

Not Present:

Mr. Carlos Garcia
Mr. King Laurence
Ms. Keyatta Priester
Mr. Daniel Lloyd
Mr. Stuart MacVean

Also Present:

Dr. Forest Mahan
Dr. Vinson Burdette
Mr. Andy Jordan
Ms. Mechelle English
Ms. Betsy Cline
Mr. Grant Davis, Mauldin & Jenkins, CPAs & Advisors
Ms. Taylor Harvey, Mauldin & Jenkins, CPAs & Advisors

APPROVAL OF MINUTES – September 13, 2021

Mr. Mike Uhle made the motion, seconded by Ms. Teresa Haas, to approve the minutes of the September 13, 2021 meeting as presented. The motion passed unanimously.

A. Administrative Services – Mr. Andy Jordan

1. FY21 Audit

Summary of Issue: Auditors from Mauldin & Jenkins, LLC presented a summary of the FY21 Audit. The audit received an unmodified opinion, the best result an audit can receive. Like last year, the College and Mauldin & Jenkins are waiting on federal guidance and regulations to prepare the FY21 Single Audit. Mauldin & Jenkins will prepare the Single Audit as soon as the federal guidance is available.

Action Taken: Mr. Bill Windley motioned on behalf of the Building & Finance Committee to approve the FY21 Audit. The motion passed unanimously.

B. Academic and Student Affairs – No Report

C. Advancement – No Report

D. Office of the President – Dr. Forest Mahan

1. College Update

Summary of Issue: The SC Technical College System is preparing the budget request for FY23. The College will present the budget request to the Aiken County Legislative Delegation at the State of the College Dinner on January 6, 2022, before the legislative session begins. Dr. Mahan attended the SC State Senate Subcommittee hearing on the Disbursement of the SRS settlement funds. Senator Tom Young spoke in support of disbursing most of the settlement funds to Aiken County and the CSRA. The College hopes some settlement funds will support the new Nursing building, Welding Lab upgrades, and other beneficial projects in the region, including the renovation of the Aiken County Career and Technology Center near the College. A proposed renovation idea for the ACCTC is to build a new center on the ATC campus to create a more seamless flow of technology and success for students. In response to Mr. Mike Uhle's question, Dr. Mahan reported the College receives many students from the ACCTC. There is a Dual Credit program for the Cyber Certificate with the ACCTC, and the College is looking to expand the Cyber and Welding program offerings with the ACCTC. The College was reaffirmed in July 2021. Still, the College hosted a pared-down and required on-site verification visit with Dr. Myrtes Green, Chair of the SACSCOC Reaffirmation Committee, on September 29. Due to COVID-19, the College shortened the visit and only Dr. Green participated. Dr. Green verified that Aiken Technical College met all the Principles of Accreditation for SACSCOC. The next item due to SACSCOC for compliance is the 5th Year Report, due in September 2026. Dr. Mahan thanked Commission members who participated in the September Commission 5-Year Strategic Planning Retreat. Dr. Tony Robinson and the College will include Commission input in upcoming Strategic Planning events and materials. The new Strategic Plan will be presented to the Commission in April 2022, with the new plan beginning in July 2022. The College is in the process of installing new security cameras on campus as part of the security and safety technology upgrades made

possible by Proviso 25.10 that allowed the College to reallocate budget funds. The College is locating old water, sewer, and power lines on campus to complete the security technology upgrades. The College submitted its first application for a US Department of Education Strengthening Institutions Program (SIP) grant to support services for low-income students, but did not receive the grant. The College received beneficial feedback on the application to support such programs and future large grant applications. The College is looking at hiring consultants for future large grants and is reviewing consultants to help with enrollment and student engagement. The College is considering future needs based on growth in the 2020 Census. Administrative Services received approval for the Banking RFP, and new bids for vending and landscaping were approved. The College received Cyber Insurance to protect against cyber-crime. The College will soon complete the new Pharmacy Technology Lab. Supply chain issues have delayed the construction.

Action Taken: None taken.

2. College Policy Updates

Summary of Issue: Executive Staff regularly reviews policies and procedures for updates. There is one change to Policy 1-3-111 requiring Commission approval, which reflects changes in Executive Staff membership. For the Commission's information, Executive Staff found no changes to the other listed policies.

For Review and Approval:

Executive Staff Policy 1-3-111

For Commission Information – No Approval Needed

Commission Member Participation Policy 1-1-104

Organization Chart Policy 1-3-112

Internal Governance Policy 1-3-117

Role of Faculty in Governance Policy 1-3-118

Operating Hours Policy 2-2-108

Campus Security Policy 2-5-105

Dress and Appearance Guidelines Policy 3-1-104

Employee Assistance Program Policy 3-2-109

Membership in Professional and Service Associations/Organizations 3-3-106

Employees of the Year Policy 4-3-107

Action Taken: Mr. Windley motioned on behalf of the Executive Committee to approve Policy 1-3-111. The motion passed unanimously.

3. Upcoming Events

- November 8, 2021 – Commission Meeting
- November 15, 2021 – Commission Holiday Dinner, 6:00 p.m., The Reserve Club
- December, 2021 – No Meeting
- January 6, 2022 – Aiken County Legislative Delegation Dinner at ATC
- January 10, 2022 – Commission Meeting

- February 14, 2022 – Commission Meeting
- February 22, 2022 – Aiken County Council Dinner at ATC
- March 14, 2022 – Commission Meeting

E. Aiken County Commission for Technical and Comprehensive Education


1. Election of Officers

Summary of Issue: Mr. Carlos Garcia's resignation is effective December 31, 2021. Ms. Haas, Mr. Ed Romero, and Mr. King Laurence served on the Commission Ad Hoc Committee to elect a new slate of officers. The proposed slate lists Mr. Joe Lewis as Chair, Mr. Bill Windley as Vice-Chair, and Ms. Keyatta Priester as Secretary.

Action Taken: The Commission unanimously approved the new slate of officers, effective January 1, 2022.

F. Executive Session – There was no Executive Session.

Mr. Windley made the motion, seconded by Mr. Romero to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 5:46 p.m.



 Joe Lewis, Chair



 Date Approved

 Keyatta Priester, Secretary

 Date Approved

- o February 14, 2022 – Commission Meeting
- o February 22, 2022 – Aiken County Council Dinner at ATC
- o March 14, 2022 – Commission Meeting

E. Aiken County Commission for Technical and Comprehensive Education

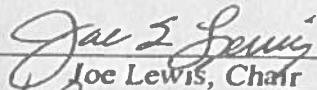
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Joe Lewis, Chair


Keyatta Priester, Secretary

1/10/22
Date Approved

1/11/22
Date Approved