

**FLORENCE-DARLINGTON COUNTY COMMISSION  
FOR TECHNICAL EDUCATION**

**January 28, 2025**

**4:30 p.m.**

**MEMBERS PRESENT:**

Ershela Sims  
Leroy Robinson  
Hood Temple  
Meredith Taylor  
Kevin Etheridge  
Clint Moore via WebEx  
Paul Seward

**ABSENT:**

Missy Jay  
Wanda James

**OTHERS ATTENDING:**

Jermaine Ford  
Travis Gleton  
Debbie Cheek  
Luegina Mounfield  
Rhonda Johns  
Tyron Jones  
Karen Lee  
Andrew Golden  
Kim Lutz  
Sheryl Love  
Veverlyn Watson-Smith  
Dwayne Brockington, Chr. FDTC  
Educational Foundation  
Jee Hang Lee, ACCT President &  
CEO

**I. CALL TO ORDER**

The Florence-Darlington County Commission for Technical Education was called to order at 4:40 p.m., by Dr. Ershela Sims, Chairwoman, who stated the media had been notified.

**II. INVOCATION**

Mr. Dingle delivered the Invocation.

### **III. APPROVAL OF MINUTES**

A motion was made by Mr. Temple, seconded by Dr. Taylor that the minutes of the November 19, 2024, be approved. The motion carried.

### **IV. Introduction of Outstanding College Award Recipient – Dr. Ford**

Chairwoman Sims recognized Dr. Ford for a special recognition of our Outstanding College Award Recipients. Dr. Ford introduced our award recipients: Mrs. LaKeisha Johnson, Outstanding College Faculty, Mr. Price Woods, Outstanding College Staff, and Mr. Andrew Golden, Outstanding Administrator. Following the introductions pictures were made.

### **V. FINANCE COMMITTEE – Dr. Robinson**

#### **1. Financial Report as of December 31, 2024**

Chairwoman Sims stated that the Finance Committee met prior to this meeting. The Finance Committee accepted the Finance Reports as given by Dr. Cheek.

Chairwoman Sims recognized Dr. Debbie Cheek, Vice President of Finance and Administration for the Finance Committee Report. Dr. Cheek referred the Commissioners to the financial statement. Dr. Cheek stated that the 2025 revenues were \$30,823,754 compared to the 2024 revenues of \$28,392,702. Dr. Cheek noted that under tuition and fees, the differential fees have been included and any interest from other accounts are reflected in the other revenue account. Dr. Cheek referred the Commissioners to the expense report and reported that 2025 expenses of \$18,651,694 compared to the 2024 expenses of \$17,983,391 at this time. As of December 31, 2024, our cash- operating account is \$13,726,150; LGIP Investment Account is \$19,309,576; Cash-Restricted Debt Service is \$12,423,273; with our Bond Payoff Amount of \$7,747,804. At this time there is 8.4 months of cash on hand.

Dr. Cheek gave an update on the Procurement Audit of 2022, referencing the gift cards in the FDTC Bookstore. The State Auditor allowed FDTC Bookstore to sell the remaining gift cards after submitting a process for the sale on August 2, 2023. The beginning inventory was 959 gift cards and to date the on-hand inventory is 92 cards.

Commissioner Seward, Chairman Building & Long-Range Planning Committee, noted that the Building & Long-Range Planning Committee met on January 27<sup>th</sup>, via WebEx with the architects in reference to a Master Plan for FDTC. The Committee will be bringing information about the Master Plan as it progresses to the entire Commission at the Area Commission Board Retreat in April.

## **VI. ACADEMIC AFFAIRS/STUDENT SERVICES COMMITTEE – Dr. Taylor**

### **A. Action**

Chairwoman Sims recognized Dr. Meredith Taylor, Chair, Academic Affairs/Student Services Committee, who stated that the Academic Affairs Committee met prior to this meeting, to review FDTC policies.

#### **1. Approval of Policies**

Dr. Taylor stated that the following policies were reviewed by the Academic Affairs Committee. In past years, the Florence Darlington Technical College Area Commission approved each of the policies included in the packet for today's meeting. For FDTC to comply with SACSCOC guidelines for policies and procedures, the College must review all policies and procedures regularly and continuously. Because the FDTC Area Commission approves FDTC Policies, the process we need to use to bring us into compliance is to request that the FDTC Area Commission review the FDTC policies and note the date of review and/or revision. The policies presented today represent policies that only need review. At future meetings, there may be policies that need revisions, including changes in red and a final draft, or new policies for your consideration for approval, disapproval, or further work by the staff. The outcome of the review of policies by the Academic Affairs Committee of the FDTC Area Commission will be presented to the full FDTC Area Commission by the Committee Chair or designee as a consent agenda item at the next meeting of the FDTC Area Commission.

Dr. Taylor stated that the Academic Affairs Committee approved the following policies and recommended that they be submitted to the entire Commission at today's meeting for approval.

A motion from the Academic Affairs Committee was made, that the Policies:

- 40-05 Live Work Projects
- 20-01 Presidential Responsibilities
- 20-03 Media Emergency Crisis
- 20-04 Presidential Authority for Salary Approval
- 10-02 Recommendation of policy
- 10-03 Area Commission Meetings
- 10-04 Distribution of Materials to Area Commission
- 10-05 Awarding Honorary Degrees
- 10-06 Naming of Buildings

be approved as submitted.

Chairwoman Sims stated that a motion was made by the Academic Affairs/Student Services Committee that Policies: 40-05, 20-01, 20-03, 20-04, 10-02, 10-03, 10-04, 10-05, 10-06, be approved. There being no discussion, Mr. Temple seconded the motion. The motion carried.

## **2. Approval of Certificate for Introduction to Cybersecurity**

Chairwoman Sims recognized Dr. Luegina Mounfield, Interim Vice President for Academic Affairs, who reviewed the request for approval of the Certificate for Introduction to Cybersecurity. Dr. Mounfield stated that this certificate is created for students with little or no prior cybersecurity knowledge. This certificate will prepare the student to make informed decisions about their future in IT/cybersecurity and, upon graduation, to compete for entry-level jobs and is stackable toward an NSM degree.

Chairwoman Sims, stated that a motion was made by the Academic Affairs/Student Services Committee to approve the Certificate for Introduction to Cybersecurity be approved. There being no discussion, Mr. Temple seconded the Motion. The motion carried.

## **VII. EDUCATIONAL FOUNDATION UPDATE**

Chairwoman Sims recognized Ms. Sheryl Love, Executive Director, FDTC Educational Foundation. Ms. Love stated that Educational Foundation has crossed the \$3 M mark. Ms. Love stated that the Operational Account is very healthy and moving money over to the Money Market Account. Also, stated that there is a 16% increase in two months with a 203% increase since August 2022. Ms. Love attributed this to the Board making very good financial decisions and good fund-raising decisions. At this time the Foundation has been able to give out \$1.3 M in scholarships and has helped over 400 students.

## **VIII. PRESIDENT'S REPORT**

### **3. Action**

1. None

### **4. Information**

Chairwoman Sims recognized Dr. Ford, President, for his update.

Dr. Ford stated that FDTC's enrollment is 3,253 which is 9.5% up from last year as well as our FTEs are up.

Dr. Ford noted that the SACSCOC Advisory visit was being conducted at this time, January 27-28, 2025. Dr. Ford stated that the SACSCOC team was going to be on site in October and the Commissioners would need to be available for discussions with the reviewers. Dr. Mounfield and Dr. Watson-Smith have been tasked to develop a set of reference notes for the Commissioners that will be provided at the Area Commission Retreat. Also, at each Commission meeting going further, there will be a SACSCOC segment giving an update on the accreditation process. A compliance report will be submitted on March 1<sup>st</sup> and on possibly October 7<sup>th</sup> or October 8<sup>th</sup> will meet with the SACSCOC visiting team. Dr. Ford recognized Dr. Watson-Smith to give an update on the Project Plan. Dr. Watson-Smith advised the Commission that FDTC is on target with the

Project Plan. Dr. Watson-Smith referred the Commission to the visual timeline of the Project Plan and stated that we are also on target with the (QEP) Quality Enhancement Plan. Dr. Watson-Smith reiterated that the Compliance Report would be submitted on time, March 1<sup>st</sup> and the Financial Report is due in April and the Offsite Committee will be reviewing the report. On August 25<sup>th</sup> all materials will be due to the On-site Committee and the SACSCOC Decennial On-Site Visit will be October 6-9, 2025.

Dr. Ford noted that on Friday, January 10<sup>th</sup>, the College held its Spring Kick-Off and it was well attended. Break-out sessions were held on various topics.

Dr. Ford stated that he will be attending the ACCT Legislative Summit February 10-11, 2025, in Washington, D.C. He will be meeting with our Federal Legislative Delegation as well as presenting at the Conference.

Dr. Ford stated that the S. C. Association of Technical College Commissioners will be holding its annual Day of Learning and Legislative Luncheon tomorrow, January 29<sup>th</sup> in Columbia.

Dr. Ford has been nominated to be in the Alumni Hall of Fame at Moraine Valley Community College, on March 4, 2025, and he will be attending.

Dr. Ford stated that on March 4, 2025, the Florence County Progress Legislative Reception is being held in Columbia. We will have a table set-up and several of our team members will be attending.

## **IX. CHAIRPERSON'S REPORT**

### **A. Action**

#### **1. Officers Update**

Dr. Sims reviewed the current slate of officers for the Area Commission. She is the current Chairwoman, Mrs. Wanda James, Vice-Chairwoman from Florence County, and Dr. Meredith Taylor from Darlington County serves as Secretary. Mrs. James has requested that at this time, she be removed as Secretary due to the additional responsibilities and time commitment as the upcoming Chair for this next year. In following the rotation, Commissioner Clint Moore has agreed to move into that position as Vice-Chair. Dr. Sims requested any discussion. Commissioner Temple requested a motion to close the nominations and so moved.

A motion was made by Mr. Seward, seconded by Mr. Temple, for Mr. Moore to replace Mrs. James as the Vice-Chair. The motion carried.

**B. Information**  
**1. Update**

Dr. Sims requested that the Commissioners please be reminded that March 25, 2025, will be the next Commission Meeting and the Area Commission Retreat is on April 24<sup>th</sup> and will be held in Lake City.

Dr. Ford introduced and welcomed Mr. Jee Hang Lee, President and CEO of the ACCT (Association of Community College Trustees) who is visiting with us this evening. Mr. Lee thanked the Commissioners for the opportunity to be able to visit with the Commission this evening. Mr. Lee noted his appreciation for FDTC being a supporting member of the ACCT and stated the ACCT's Mission is a two-fold mission as an advocate for you in Washington, D.C. and to support the Commissioners/Trustees in all of your educational endeavors.

**X. EXECUTIVE SESSION**

Chair Sims requested a motion for the Area Commission to move into closed session in accordance with South Carolina Code of Laws, Title 30 Public Records, Section 30-4-70 (a)(1), to discuss the FDTC Nursing Education Initiative Analysis. This discussion pertains to sensitive and confidential matters requiring privacy to allow for a thorough and candid exchange. Please note that no final decisions will be made during the executive session. May I have a motion to proceed into closed session?

A motion was made by Dr. Taylor, seconded by Ms. Jay to go into Executive Session.

From return from Executive Session, Chairwoman Sims noted no action was taken. A return to Open Session was made by Common Consent.

There being no further business, Dr. Sims requested a motion for adjournment.

**XI. ADJOURNMENT**

There being no further business, a motion was made by Dr. Robinson, seconded by Mr. Seward, that the meeting be adjourned. The motion carried and the meeting was adjourned at 5:50 p.m.

Respectfully submitted,

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Secretary, Dr. Meredith Taylor

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Date Approved