

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

June 24, 2025

4:30 p.m.

MEMBERS PRESENT:

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

ABSENT:

Wanda James
Missy Jay

OTHERS ATTENDING:

Jermaine Ford
Travis Gleaton
Debbie Cheek
Luegina Mounfield
Rhonda Johns
Tyron Jones
Terry Dingle
Karen Lee
Andrew Golden
Kim Lutz
Sheryl Love
Veverlyn Watson-Smith
Mr. Reginald W. Belcher, Esq.
Via WebEx

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 in accordance with the Freedom of Information Act Statement, Section 30-4-80- (e). Chair Sims welcomed guests.

II. INVOCATION

Mr. Dingle delivered the Invocation.

III. APPROVAL OF MINUTES

A motion was made by Dr. Robinson, seconded by Mr. Seward, that the minutes of the March 25, 2025, be approved. The motion carried.

IV. FDTC SACSCOC Accreditation – Dr. Watson-Smith & Dr. Luegina Mounfield

Chairwoman Sims recognized Dr. Veverlyn Watson-Smith, Director of Accreditation and Assessment to give an update on FDTC's forthcoming SACSCOC 10 Year Decennial Visit. Dr. Watson-Smith shared with the Commission some key milestones, responsibilities, and institutional priorities to prepare for the reaffirmation visit. The onsite visit by the Peer Review Team will be October 6-9, 2025. Dr. Watson-Smith referred the Commission to SACSCOC Project Management Plan Timeline in their packets with key dates noted. Also, Dr. Watson-Smith and Dr. Mounfield reviewed SACSCOC Interview Questions for the Area Commission. (Also, in packet.) Dr. Watson-Smith and Dr. Mounfield demonstrated a mock interview with questions and responses for the Area Commissioners to review.

Dr. Watson-Smith reviewed the Quality Enhancement Plan (QEP) topic. Marketing has created a video about the QEP and this video was presented to the Commissioners for review. Dr. Watson-Smith stated that she would continue to provide the Area Commission with updates at future meetings.

V. FINANCE COMMITTEE – Dr. Robinson, Chair

Chair Sims recognized Dr. Robinson, Chair of the Finance Committee. Chair Robinson stated that the Finance Committee met at 3:45 p.m. prior to this meeting and reviewed and accepted the Finance Report presented by Dr. Cheek. Also, Dr. Cheek presented the Preliminary FY 2025-2026 Budget to the Finance Committee. Chair Robinson stated that the Finance Committee accepted and approved the Preliminary FY 2025-2026 Budget be brought forward to the whole Commission for approval. Chair Robinson deferred to Dr. Cheek for the presentation of the budget and for a financial update.

A. Approval of Preliminary FY 2025-2026 Budget

Chair Sims recognized Dr. Debbie Cheek, Vice President of Finance and Administration, to review the Preliminary FY 2025-2026 Budget. Dr. Cheeks reviewed the budget in the amount of \$43,199,048. Finance Committee Chair Robinson, stated that on behalf of the Finance Committee, the committee recommended to approve the Preliminary FY 2025-2026 Budget.

Chair Sims stated there was a motion by the Finance Committee to approve the Preliminary FY 2025-2026 Budget and requested a vote to approve. The motion carried.

B. Financial Report as of May 31, 2025

Chair 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 \$41,906,446 compared to the 2024 revenues of \$37,147,006. Dr. Cheek referred the Commissioners to the expense report and reported that 2025 expenses of \$33,739,292 compared to the 2024 expenses of \$32,253,616. As of May 31, 2025, our cash- operating account is \$6,797,461; LGIP Investment Account is \$24,729,849; Cash-Restricted Debt Service is \$12,520,902 with our Bond Payoff Amount of \$6,672,804. At this time there is 8.9 months of cash on hand.

VI. Building and Long-Range Planning Committee – Chair Paul Seward

A. Information

Chair Sims recognized Mr. Seward, Chairman of the Building and Long-Range Planning Committee, who stated that he did not have a report. The Building and Long-Range Planning Committee met on June 2, 2025, with the architects, McMillan, Pazdan, Smith Architectures. Mr. Brad Smith, Ms. Minta Ferguson and Mr. David Moore reviewed the Construction and Industrial Trades Facility and the Facility Master Plan project plan they were developing.

VII. 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 earlier on June 24, 2025 via WebEx to review FDTC policies.

1. Approval of Policies

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:

60-01 Grants, Federal, State & Local
60-36 Community Relations Program
60-37 Institutional Relationships
60-38 Civic Organizations
60-39 Public Visitation
60-41 Sale of Advertising
60-42 Money Raising
70-01 Business Affairs: Presidential Responsibility
70-03 Uniformity of Records & Accounts
70-06 Expenditures for Promotional Activities & Auxiliary
70-09 Authorized Signatures for Depository
70-10 Returned Check
70-14 Conservation of College Office Supplies
70-15 Disclaim of Liability
70-17 Educational Fee Waivers
70-18 Reimbursement for Travel
70-19 Reimbursement for Relocation Expenses
70-20 Student Fee Structure
70-23 Identity Theft Red Flag Identification & Prevention
70-25 Governing Policy for Auxiliary Services
70-30 Customer Property Liability
70-31 Contractual Agreements
70-32 Purchasing
70-43 Traffic Regulations
70-44 Parking
70-45 Emergency Evacuation
70-12 Write Off Bad Debt
70-26 College Bookstore
60-43 Copyright
70-21 Employee Quality Assurance Activities
70-02 Tuition Assistance
70-40 Housekeeping
70-48 Civil Disturbance
40-26 Distance Learning (Education)
40-28 Library Mission Statement
50-08 Refund
50-06 Academic Renewal
50-03 Early Admissions
30-01 Equal Employment Opportunity/Equal Access
30-27 Affirmative Action Statement

be approved as submitted.

Chairwoman Sims stated that a motion was made by the Academic Affairs/Student Services Committee that Policies: 60-01, 60-36, 60-37, 60-38, 60-39, 60-41, 60-42, 70-01, 70-03, 70-06, 70-09, 70-10, 70-14, 10-15, 70-17, 70-18, 70-19, 70-20, 70-23, 70-25, 70-30, 70-31, 70-32, 70-43, 70-44, 70-45, 70-12, 70-26, 60-43, 70-21, 70-02, 70-40, 70-48, 40-26, 40-28, 50-08, 50-06, 50-03, 30-01, 30-27, be approved.

There being no discussion, Mr. Etheridge seconded the motion. The motion carried.

VIII. PRESIDENT'S REPORT

A. Information

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

Dr. Ford stated that FDTC's summer head count enrollment is 15.5% compared to last year and the fall head count is 10.1% compared to last year. The enrollment continues to go into the right direction.

Dr. Ford noted that the Area Commission Board Retreat was held on April 24, 2025, at our Lake City Site. The Commission was given a tour of the site and informative updates shared with the Commissioners.

Dr. Ford stated that the FDTC Stinger Baseball Team had an outstanding record and did make it to the World Series again this year in Grand Junction, Colorado.

Dr. Ford thanked the Commissioners that were able to attend the FDTC Commencement on May 15th. It was an exciting evening for the largest graduating class to date.

Dr. Ford stated that he was the keynote speaker at the Florence Chamber's 2025 Leadership Class.

IX. CHAIRPERSON'S REPORT

A. Information

Chair Sims stated that a meeting has been added to the schedule for Monday, August 18, 2025. This meeting purpose is to review and have any follow-up on policies and any additional business items before the SACSCOC onsite visit in October. Our regular September 30, 2025, meeting main focus will be the Board's Self-Assessment. The process will begin in August and the results presented and reviewed with the ACCT consultant, Dr. Mary Spilde. The Boards Self-Assessment is required to meet SACSOC Standard Requirement.

Chair Sims noted that the review of the Area Commission Bylaws and Handbook; and policies 10-07, 10-08, and 10-09 had been included in this meeting packet for review and input. These items will be brought forward at the August 18, 2025, Area Commission meeting.

Chair Sims recognized Commissioner Segars. Mr. Segars stated that he had served as an Area Commissioner from 1972-2009 and it was an honor to be able to serve again. Mr. Segars stated that his father had been instrumental in the development of the technical college and believed in the technical education system. He had listened and learned from his father how rewarding the experience was in helping individuals be educated, especially those that may be challenged. Mr. Segars stated that the Commissioner role cannot be taken lightly and lead with one voice, not individually, for the success of the College.

B. Action

1. Election of Area Commission Officers 2025

Dr. Sims stated that this is the standard election of officers that must be done at the June meeting. The officers of Chair, Vice Chair, and Secretary are elected annually and may not succeed themselves for one additional consecutive term provided that the officers shall rotate no later than each two years between the two counties of Florence and Darlington. (From Article I of the Bylaws)

Chair Sims requested a motion and second to open nominations for the secretary position. Mr. Etheridge so moved and nominated Ms. Missy Jay for the position. With no other nominations, Dr. Robinson seconded the nomination. Chair Sims noted that Ms. Jay expressed her willingness to serve as secretary if approved by the Commission. The motion carried. Mr. Etheridge motioned that the current slate of Chair, Mr. Clint Moore; Vice Chair, Dr. Meredith Taylor; and Secretary, Ms. Missy Jay, be brought forward to serve the 2025-2026 term. Dr. Robinson seconded the motion. The motion carried.

X. EXECUTIVE SESSION

Chair Sims requested a motion and a second to move into Executive Session in accordance with South Carolina Code of Laws, Title 30 Public Records, Section 30-4-70(a)(1) for personnel discussion. A motion was made by Dr. Taylor, seconded by Mr. Etheridge, to move into Executive Session. The motion carried.

Upon from Executive Session, Chair Sims requested a motion to return to open session. A motion was made by Mr. Seward, seconded by Dr. Robinson to return to open session. The motion carried.

From the discussion in the Executive Session, a motion was made by Mr. Seward, seconded by Mr. Etheridge, to approve the recommendations made by the Area Commission Executive Committee. The motion carried.

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

X. ADJOURNMENT

There being no further business, a motion was made by Dr. Robinson, seconded by Mr. Etheridge, that the meeting be adjourned. The motion carried and the meeting was adjourned at 5:25 p.m.

Respectfully submitted,

Secretary, Dr. Meredith Taylor

Date Approved