Call to Order and Welcome

Chair Stafford called the meeting to order at 12:03 p.m. and welcomed board members, staff members, and visitors. Chair Stafford announced that in accordance with the Freedom of Information Act, the press had been notified of the meeting, but no press members were in attendance. Chair Stafford acknowledged that the Commission minutes and agenda were posted on GTC website. Chair Stafford also acknowledged that a quorum of Board members was present.

Chair Stafford welcomed new board member, Mr. Keith Smith, who filled Mr. Hamilton’s vacant position. Mr. Smith, owner of Keith Smith Builders in downtown Greer, thanked the board for allowing him the opportunity to serve on the board.

Chair Stafford went over the distributed updated 2015/2016 board meeting calendar. Chair Stafford noted optional dates of October, March and July. There will be board meetings in September, January and April where Dr. Miller and staff will address
specific strategic plan updates. Other than action items, there will be no full committee reports in these particular update meetings. The meeting time will remain from 12:00 noon to 2:00 p.m.

Chair Stafford provided an update on the status of the appointment process to fill two vacancies, Ms. Johnson and Mr. Ehrmann. The interview process for applicants with County Council will be September 1, 2015. The proposal will then go the delegation meeting on October 12, 2015. Chair Stafford is hopeful that the board will fill the two spots by mid-October.

Chair Stafford will meet with the Executive Committee to discuss committee assignments in line with the strategic plan. An update will be provided at the September board meeting.

Chair Stafford presented for approval a resolution plaque for Mr. Hamilton for his five years of valued service. The resolution was approved unanimously with standing applause for Mr. Hamilton. Mr. Hamilton thanked the board for the honor of serving on such an active college and community driven board. Mr. Hamilton stated that in his observation of how well the board works, it is Dr. Miller and staff who help make it possible by providing the board with informative updates on the college.

Approval of June 17, 2015 Minutes

Mr. Batson made a motion to approve the June 17, 2015 minutes. Mr. Southerlin seconded the motion. The motion carried.

Financial Report

Revenues for the first month of the fiscal year are below the year-to-date budget and significantly below the prior year. The most significant variances are:

Student revenues are approximately 2.5% below the budgeted revenues. Summer registration was lower than anticipated. The college is in the midst of fall registration with fall classes starting a week later this year. Ms. DiMaggio is fairly confident the college will come close to meeting the fall budgeted numbers.

County revenues are more than $42,000 over the budget. These numbers come directly from the county revenue receipts. The college receives approximately 80% of the budgeted dollars in the first calendar quarter of the year; fluctuations are normal in June and July.

State appropriations – there was no state allocation funding in July this year. The state had a turnover in financial leadership, but the college did receive over $14.9 million in August that will be recorded in next month's financial statements.
Auxiliary Services revenue is above the budget because of the late start for summer classes in July rather than June.

Other revenue is above the prior year and budget because of the recognition of year end revenues and accruals.

Expenses are above the budgeted level. Variances are expected this early in the fiscal year. The most significant variances are:

Instructional expenditures are slightly below the prior year and budgeted levels because fewer adjuncts were hired this summer.

Academic Support is above the year-to-date budget and below the prior year actual. The budget is based on a five year rolling average. There were some extraordinary expenses in FY2014 relating to the library, testing center and accreditation as well as the impact of moving the Center for Teaching and Learning from Academic Support to Human Resources.

Student Services is above the budget and the prior year actual because of additional recruiting efforts, and the Admission and Registration Center was open more days in July than in past years.

Operation and Plant Maintenance is on target with the budget and above the prior year because of the timing of projects done over the summer to prepare for the fall semester.

Administrative and General expenses are above the budget and below the prior year actual because of the timing of invoices, marketing expenditures and higher compensated absences in FY2015 than in FY2016.

Technology expenditures are above the budget and the prior year because of the recognition of prepaid licensing fees at the beginning of the fiscal year.

Auxiliary Services expenditures are below the budget and the prior year actual which is dependent on when the college orders and receives books for the semester.

Capital expenditures are below the budget and the prior year actual because of invoice timing and project completion. Expenditures will be seen in August because of a large project underway replacing all the hoods in the kitchen at the Northwest Campus.

Debt service is at the anticipated level.

Mr. Martin wanted to know what impact the late semester start would have on the budget. Ms. DiMaggio said the late semester start was planned for the academic
calendar and would not have an impact on the budget. Dr. Miller and Ms. DiMaggio emphasized there would not be a financial impact on the college as the state dictates the requirements that must be met.

**Finance Committee Report**

Ms. DiMaggio reported the only change to the FY2016 budget was in revenue. The college decreased the auxiliary services line item, which is primarily the book store, to reflect a more realistic number based on enrollment targets. If sales do not reach this level, or if sales are higher, the cost of goods sold will increase or decrease proportionally.

The final State funding numbers are not yet available. The college will most likely bring another revised budget for approval to the September meeting once the final State funding numbers have been received.

In June, the board approved a budget that had targets for expenditures and not all departmental budgets had been received. The changes include:

- An increase in funding to Student Services as a result of the increased recruiting efforts and call center.
- The college backed off on aggressive cuts in operation and maintenance of plant and the new budget is very close to actual spending in this area. There will be additional expenditures when the Center for Manufacturing Innovation is brought onboard.
- The technology budget has been restored close to the 2014-2015 budget. It is slightly above the prior year spending, but two positions have recently been filled that were vacant for almost all of 2014-2015.

In order to achieve the increases:

- Capital expenditures have been significantly cut in renovations and equipment. The funds will be supplemented with grant and Foundation funds to fill critical needs.
- Debt service for the Center for Manufacturing Innovation was moved to the plant fund. While the college would receive additional funds from the county to assist payment, this may decrease that fund balance until some debt rolls off in 2018. The college has a safety net with the county who will cover the debt should there be issues paying the debt service.

Mr. Martin made a motion to approve the revised budget as presented by Ms. DiMaggio. Mr. Shouse seconded the motion. The motion carried.

Mr. Lattimore and Chair Stafford commended Dr. Miller and Ms. DiMaggio, along with Ms. DiMaggio's staff, for their outstanding work in keeping a close look on college spending and taking proactive measures to keep aligned with the strategic plan.
President’s Report

Dr. Miller provided the following updates:

- The college will hold its’ first end of the calendar year commencement on December 17, 2015 at 11:00 a.m. at the TD Convention Center for an estimated 200 students. The end of the calendar year commencement will be in addition to the May commencement.
- Due to changes in Workmen’s Comp, board members were asked to provide additional information to continue their coverage through the college.

Dr. Miller introduced Ms. Erin Smith, Dean of Early College. At the June Marketing, Recruiting and Enrollment committee meeting, Ms. Smith gave a presentation on early college. Mr. Martin was so impressed with Ms. Smith and her presentation that Mr. Martin requested Ms. Smith share an abbreviated but concise version at a full board meeting. Dr. Miller stated that Ms. Smith has done an outstanding job creating bridges that the college did not previously have with the high schools as evidenced in GTC’s dual enrollment numbers.

Mr. Batson asked Ms. Smith to comment on the enrollment trends as high schools have been added on. Ms. Smith responded that there has been an overall increase. Last year fall, the GTC was sitting at approximately 1100 students. This number has typically been 800 – 900 students in past years. The number of early college students is limited also because of the state 4% requirement. Based on state reports, GTC is the second largest in the state with 1100, just under Trident with 1500, followed by Tri-County and Piedmont.

Mr. Royster added that the school district side is also increasing the demand by making students aware of all higher education opportunities at the high schools, i.e. certification in career technical education through high school courses, advanced certification in career technical education through GTC courses, freshman and sophomore level college courses, or courses in what the student has indicated will be their major. The enrollment in career technical education going into the fall is up almost 400%.

Ms. Smith reiterated that the college is able to credential some of the high school career center faculty. The college is in the process of credentialing a mechatronics instructor at Bonds and a personal training instructor at Wade Hampton.

Mr. Martin gave kudos to Dr. Miller, Ms. Simer and staff for the ominous job that is done repeatedly to enable the Marketing, Recruiting and Enrollment Committee to hold productive meetings. Mr. Martin encouraged all board members to attend committee meetings when possible to gain a better appreciation for all the college is doing.
Building & Grounds Committee

Mr. Shouse did not have anything to report.

Marketing, Recruitment and Enrollment Committee

Mr. Martin did not have anything to report.

Education and Training Review Committee

Certificate in Applied Science for Race Chassis Building and Setup – Mr. Southerlin reported the Education and Training Review Committee met this morning to discuss the redesign of the Race Chassis Building and Setup certificate. Three certificates have been reworked pertaining to the motorsports industry making them more marketable for students, i.e. Motorsports Marketing, Race Chassis Building and Setup, and Performance Engines. The revised certificate will contain 24 credit hours, but the courses have been redesigned to allow the program to be completed in a shorter timeframe. A motion was made by the committee to approve the redesigned certificate. The motion carried.

Dr. Young provided a brief update on the new sustainable agriculture program that was approved by the board in December and is on schedule to roll out in spring 2016. With Ms. DiMaggio’s help, GTC has design work going on for what the building of the future can afford GTC; however, a full building is not necessary to get the program started. The community interest in this program is very strong. There are opportunities on the credit and non-credit side of the college for to engage the community in this program.

Audit Committee

Mr. Batson said the committee will report at the September meeting.

Performance and Evaluation Committee

Mr. Lattimore met with Dr. Miller to discuss the 2014/2015 performance review and to make recommendations.

Mr. Lattimore asked for a motion to move into Executive Session. Mr. Shouse made a motion to move into Executive Session to discuss Dr. Miller’s performance and a personnel matter. Mr. Southerlin seconded the motion. The motion carried.

The board moved into Executive Session at 1:08 p.m.

The board reconvened into regular session at 1:43 p.m.
Ms. Johnson made a motion that the Area Commission accept the recommendation from the Performance and Evaluation Committee regarding Dr. Miller’s compensation. Mr. Royster seconded the motion. The motion carried.

_Bylaws Committee_

Mr. Batson reported that Mr. Munson will be looking at the new law for GTC and how it impacts current bylaws and make a recommendation to the committee. The committee will bring the recommendation as an action item to the board in a couple of months.

_SCATCC Update_

Mr. Batson provided the following updates:

- The Commissioners Academy will be December 1, 2015 in Columbia. All board members are invited and encouraged to attend.
- Mr. Batson extended the board an open invitation to attend an SCATCC meeting to get familiar with what the association does. The next association meeting is September 15, 2015 in Columbia at 11:00 a.m. until after lunch.
- Mr. Batson attended a two day retreat for the Commission on Higher Education (CHE). A lot of information will be forthcoming between the legislature and CHE in the next couple of months. The legislature is studying what CHE is all about and considering putting into place a statewide Board of Regions.

Mr. Lattimore made a request that Mr. Batson provide a schedule of the SCATCC meetings on an annual basis.

_Old and New Business_

There being no further business, Mr. Martin made a motion to adjourn. Mr. Jones seconded the motion. The motion carried.

The meeting adjourned at 1:51 p.m.