Greenville Technical College Board

MINUTES

Wednesday, June 18, 2025

Barton Campus, Prisma Health Center for Health & Life Sciences
Building 101, Multipurpose Room 010

Members Present

Meghan Barp
Paul Batson
Jo Hackl
Hunter Howard
Dean Jones
Ray Lattimore, Chair
Ray Martin
Coleman Shouse
Keith Smith
David Stafford

Members Absent

Tom Britt
Dr. Burke Royster

Staff Present

Eric Bedingfield
Jacqui DiMaggio
Julie Eddy
Susan Jones
Dr. Matteel Knowles
Becky Mann
Dr. Keith Miller, President
Dr. Larry Miller
Lauren Simer
Wendy Walden
Ann Wright

Guests

Keith Munson, Rimon Law

Chair Lattimore called the meeting to order at 12:05 p.m. and welcomed board members, staff, and guests. He confirmed that the press had been notified in accordance with the Freedom of Information Act and noted that the meeting agenda was publicly posted on the Greenville Technical College website. A quorum of board members was present.

Chair Lattimore welcomed newly appointed board member Ms. Meghan Barp, President and CEO of United Way of Greenville County, and shared what a privilege it was to have her join the board. Ms. Barp expressed her gratitude for the opportunity to serve alongside one of United Way's most valued partners, Greenville Technical College.

Chair Lattimore recognized Ms. Rita Snyder for her years of dedicated service to the committee and the college. He wished her well in her retirement and extended appreciation to the support staff who have continued to keep the board and college running smoothly in her absence. He also acknowledged Dr. Matteel Knowles in light of her upcoming retirement, thanking her for her contributions. Dr. Knowles expressed heartfelt thanks for the opportunity to serve and the support she received from the commission.

On behalf of the commission, Chair Lattimore offered condolences to board member Mr. Dean Jones on the recent loss of his nephew and brother.

Chair Lattimore shared the board's enthusiasm about working with incoming President, Dr. Larry Miller, and expressed confidence in the future of the college under his leadership.

Finally, Chair Lattimore commended the Retirement Committee for their outstanding work in organizing events honoring outgoing President, Dr. Keith Miller. He remarked that the recent celebration at the Greenville Drive was one of the finest retirement events he had attended—both joyful and bittersweet—as the college bids farewell to an exceptional leader.

Under President Miller's leadership, the college has made significant progress—enhancing academic excellence, deepening community partnerships, and fostering a culture of innovation and inclusion. His vision and commitment have set a strong foundation for future success, leaving a lasting and far-reaching impact. President Miller expressed his appreciation to the board for the opportunity to serve and his gratitude for working alongside such a dedicated team.

Approval of the Minutes

Chair Lattimore presented the minutes for approval from the May 21, 2025, regular meeting and the May 27, 2025, Special Called Executive Session, during which the board approved renaming the CMI Campus to the Dr. Keith Miller Campus.

Ms. Hackl moved to approve the May 21 minutes as presented, noting that Ms. Green had incorporated minor revisions in BoardEffect. Mr. Smith seconded the motion, which carried unanimously.

Mr. Jones then moved to approve the minutes from the May 27 meeting. Mr. Stafford seconded, and the motion also carried.

Report of Nominating Committee

Chair Lattimore invited Mr. Howard to provide an update on the progress of the Nominating Committee. Mr. Howard presented the following slate of officers for consideration: Chair – Mr. Ray Lattimore; Vice Chair – Ms. Jo Hackl; Secretary – Mr. Dean Jones; and Treasurer – Mr. Hunter Howard.

Chair Lattimore opened the floor for questions, comments, or additional nominations. Hearing none, he called for a motion to approve the slate as presented. Mr. Jones moved for approval, Mr. Stafford seconded, and the motion carried.

President's Report

- President Miller expressed his deep appreciation for renaming the CMI Campus in his honor and for the bestowal of the title of President Emeritus. He also took a moment to recognize Dr. Matteel Knowles for her dedicated service to the college and its students, noting that Student Support Services has taken a new and impactful direction under her leadership.
- As an informational item, the President's Report was included in the board packet for review.
- Board members were reminded to sign and return the conflict of interest forms provided at their seats.
- President Miller announced that the State has approved moving forward with the Center for Welding and Automation Excellence. In addition, he reported that several other facility projects are currently underway, including chiller replacements, lighting upgrades, and roof replacements.
- The Anthology implementation timeline has been extended to allow for additional testing. Temporary staff have been brought in to reduce workloads and ensure employees can focus on this critical phase.

- On a positive note, it was shared that Pell Grants will remain intact for the time being. Although proposed federal budget cuts had threatened the program, coordinated efforts by legislative delegations and higher education associations helped to reverse those proposed reductions. The college remains cautiously optimistic about the program's continued funding.
- To support the change in leadership, a Transition Team has been formed. Led by Jo Hackl and including Chair Lattimore and Dave Stafford, the team will work closely with incoming President Dr. Larry Miller over the next 12 months to help him integrate with the leadership team, the Area Commission, and the broader community.
- Lastly, each commission member received a commemorative Newsweek paperweight highlighting the college's national recognition for success in online learning programs.

Finance Report

Mr. Howard stated that the Finance Committee met at 10:00 a.m. and asked Ms. DiMaggio to present the finance report, the proposed 2025-26 budget, and the proposed 2025-26 tuition and fees. The reports are attached and available in BoardEffect.

Ms. DiMaggio reported:

Revenue

- Total revenues are 6% above the budget and 8% above the prior year.
- Student revenues are 5% above the budget and 8% above the prior year. This results from enrollment growth and efforts to get students to register for classes earlier.
- Local government is above the budget and the prior year. Funds received from Greenville County are on a millage basis, resulting from the growth in county tax revenues.
- State appropriations are above the annual budget and the prior year. This results from our enrollment growth, and we received more than expected for the state-mandated salary increase.
- Auxiliary Services is 40% above the budget and 46 % above the prior year. This is due to the growth of sales and the closure of an independent bookstore located across the street.
- Other revenue is 2% above the budget and on track with the prior year.

Expenses

- Total expenses are 2% below the budget and 4% above the prior year.
- Instructional expenses are on track with the budget and 3% above the prior year, primarily due to the state-mandated salary increases.
- Academic Support is on track with the budget and 9% above the prior year due to the vacancy of some positions last year.
- Student Services is 9% above the budget and 15% above the prior year because of the addition of some positions.
- Operations and Maintenance is 8% below the budget and 1% below the prior year due to the timing of purchases.
- Administrative and general expenses are 2% below the budget and 1% below the prior year.
- Technology expenditures are running 27% below the budget because of the timing of invoices and 6% above the prior year, as we are paying for two ERP systems as we implement Anthology.
- Remissions and exemptions are above the budget and below the prior year; the number of dually enrolled students continues to increase, but we were able to use SCWINS scholarships for all high school students, regardless of their major, starting this spring.
- Auxiliary Services expenses are above the budget and the prior year, which is related to the cost of goods sold in line with the revenue growth.

- Capital expenditures are below the budget and the prior year. The college has used state repair, renewal, and replacement funds to finance many projects, freeing up operating funds.
- Debt service is at the expected level.

Proposed 2025-26 Budget

Ms. DiMaggio gave an overview of the Proposed 2025-26 Budget, representing a 7% increase from last year.

Tuition revenue is projected based on flat enrollment and a modest increase in tuition rates. Remissions and exemptions are expected to be slightly lower than the current year's actuals, as the college plans to utilize more SC WINS funding for dual enrollment students. Revenue from Greenville County is based on current-year collections.

The State has passed the budget, with funding estimates allocated to the System. However, the percentage of new funds received was less than initially projected due to implementing new performance-based funding criteria. Although the college met all performance metrics, the allocation formula—where 50% of funds are equally distributed among all qualifying institutions—benefits smaller colleges more.

Other revenue is expected to decline due to the end of rental income from Greenville Tech Charter High School, as the building will be transferred. However, since operating costs for that facility exceeded rental income, the transfer will result in a net financial benefit for the college. Auxiliary Services revenue is projected to grow due to increased Bookstore sales.

The increase in Academic Support expenses reflects the addition of six new positions. Student Services expenses have also increased due to the addition of three new positions in Veterans Services, supporting our designation as a veteran-friendly institution. At least six additional positions are budgeted across Student Records, Student Services, and Recruiting. There is a critical need for more academic advisors, and some new roles may be reassigned to fulfill that need.

Operations and Maintenance includes funding for three new groundskeepers and two new facility resources staff. The Administration budget accounts for the college's share of state-mandated salary increases, additional funds for new hires, and salary adjustments.

Technology spending includes funding for five new positions and software, partially offset by expenses related to the new ERP system. Auxiliary Services expenditures rose due to increased costs of procuring goods. To balance the budget, capital expenditures were reduced. Debt service costs declined thanks to additional capital funding from the county, which helped lessen the operating budget's debt service burden.

Mr. Howard informed the board that the Finance Committee recommended approval of the proposed 2025–26 Budget as presented. Following the recommendation, the board unanimously approved the proposal.

Proposed 2025-26 Tuition & Fees

Ms. DiMaggio stated the college is requesting a 2% increase in tuition for Arts and Sciences, Business and Computer Technologies, and Engineering and Professional Studies. The college also requests a 5% increase for Advanced Manufacturing and Transportation Technologies and Health Sciences. The college adopted a differential tuition model several years ago to establish a more equitable system, where students enrolled in higher-cost programs pay a correspondingly higher tuition rate, and these increases represent equitable costs across the programs. The college is not proposing any fee increases at this time.

An example illustrating the proposed tuition increase for a nursing student not receiving need-based grants was provided, showing an increase of only $360 in out-of-pocket costs compared to the previous year. The college has received confirmation from State Tech that the proposed increase complies with current guidelines.

An example illustrating the proposed tuition increase for students in all other schools who do not receive need-based aid was also provided, noting that the Arts and Sciences program is the only program not eligible for SCWINS funds.

Mr. Howard informed the board that the committee recommended approval of the proposed 2025–26 Tuition and Fees as presented. Upon his recommendation, the board unanimously approved the proposal.

Building and Grounds Committee Update

Mr. Smith provided a recap of the events leading up to the previously approved donation of Building 120 to Greenville Tech Charter High School. However, he noted that the State has since advised the college that the building cannot be donated and must instead be sold. The college is now requesting approval to sell the building for $10,000, with the sale subject to the required State approval process.

Mr. Stafford motioned to proceed with the sale under the terms and conditions negotiated by the Building and Grounds Committee. Mr. Martin seconded the motion, and it carried.

Performance and Evaluation Committee

Ms. Hackl stated that the Performance and Evaluation Committee met at 11:00 a.m. and asked President Miller to highlight several key updates since last month's report.

- Teaching and Learning: Graduate numbers continue to grow, though last year's spike was partly due to automatically awarded embedded certificates. Licensure pass rates, graduate placement, and the 8-year IPEDS outcomes exceed targets.

- Student Access and Success: Transfer student persistence has dipped, but academic advising has proven effective. In response, eight new advisor positions are being added. The Foundation is on track to meet its fundraising goal, and Early College enrollment is progressing well. Retention with transfers, headcount, and percentages of Black/African American and Hispanic students have surpassed goals.

- Operational Excellence: Process Adoption Rate is slightly down due to seasonal factors, but ongoing divisional reviews drive improvement. Minority vendor spending targets, both overall and excluding women and veterans, have been exceeded.

- Community Engagement: Quick Jobs participation and credential awards are down, aligning with a statewide drop in continuing education and low unemployment. The college plans to expand partnerships and increase online training and recertification offerings.

Ms. Hackl noted the committee entered executive session at 11:40 a.m. and reconvened at 12:00 p.m. with no action taken.

McAlister Study Committee

Mr. Shouse informed the board that the Foundation successfully completed the purchase of the Publix property on June 11, 2025. A committee will be formed comprising the Chair of the GTC Area Commission, the Chair of the GT Foundation, and two members from the Urban Land Institute to evaluate the best use of the entire McAlister property. The committee is expected to begin preliminary on-site work in late October 2025, with the goal of identifying next steps by year-end. The board and college expressed their appreciation to Mr. Shouse for his hard work and diligence in bringing this acquisition to fruition.

South Carolina Association for Technical College Commissioners (SCATCC) Update

Mr. Shouse did not have anything to report from SCATCC.

Commission for Higher Education (CHE) Update

Mr. Batson reported that the college hosted the SC CHE Commissioners on campus on June 4 and 5, and expressed how proud he was of the event, stating that everything was exceptional. The commissioners were highly impressed with the hospitality extended and the quality of the presentations and campus tours.

CHE's primary focus at this time is addressing the situation at Limestone University, with particular attention to program continuation, transcript access, and long-term record retention.

CHE also plans to review audit reports from institutions on a cyclical basis. College representatives may be invited to present highlights from prior-year audits and respond to a standardized set of questions. This process is intended as an informational update.

Executive Session

Ms. Hackl moved to enter executive session at 1:30 p.m. for discussion of compensation matters. Mr. Jones seconded the motion, which carried. Chair Lattimore adjourned the executive session at 1:37 p.m. No action was taken during the session and no other matters were discussed.

Following the executive session, Ms. Hackl, on behalf of the Performance and Evaluation Committee, recommended approval of the compensation package as presented for Dr. Keith Miller. The motion carried.

Ms. Hackl then, on behalf of the Performance and Evaluation Committee, recommended approval of the compensation package as presented for Dr. Larry Miller. The motion carried.

Old and New Business

Mr. Batson remarked that working with President Keith Miller had been a great honor and wished him godspeed in his next chapter.

There being no other business, Chair Lattimore motioned to adjourn the meeting. Mr. Martin seconded the motion. The meeting adjourned at 1:45 p.m.