

State Board for Technical and Comprehensive Education  
Board Room  
111 Executive Center Drive  
Columbia, South Carolina 29210

Meeting Minutes

10:00 A.M.

November 3, 2016

**PRESENT:**

Ralph A. Odom, Chairman  
Greg Askins  
Robbie Barnett  
Gwen Bright  
Warren Helm  
Phil Homan  
Montez Martin  
Roger Schrum  
Charles Wilson  
Karen Woodward  
Matthew Yaun, *via conf. call*

**STAFF PRESENT:**

Susan Winsor, Interim System President  
Joren Bartlett, Vice President of Governmental Affairs  
Charles Boykin, Chief Legal Counsel  
Cindy Hoogenboom, Vice President for Finance  
Kandy Peacock, Vice President for Human  
Resource/Chief HR Officer  
Susan Pretulak, Vice President for Economic  
Development & Workforce Competiveness  
Hope Rivers, Executive Vice President  
Kelly Steinhilper, Vice President of Communications  
Khushru Tata, Vice President for Information  
Technology and Chief Information Officer

**ABSENT:**

Stephen Burry  
Karen Taylor  
Daniel Young

**GUESTS:**

Tim Hardee, Central Carolina Technical College  
Patty Lee, Williamsburg Technical College  
Ashley Jaillette, S.C. Association of Technical College Commissioners

**NOTIFICATION OF MEDIA**

The State Board for Technical and Comprehensive Education complied with the requirements of the Freedom of Information Act in notifying the media and posting the agenda for the State Board meeting.

**CALL TO ORDER COMMITTEE OF THE WHOLE- Ralph A. Odom, Jr., Chair**

Chairman Odom called the meeting to order and welcomed guests: Dr. Tim Hardee, President of Central Carolina Technical College, Ms. Ashley Jaillette from the South Carolina Association of Technical College Commissioners and Dr. Patty Lee, Williamsburg Technical College.

## COMMITTEE OF THE WHOLE REPORTS:

### **A. Fiscal, Audit and Personnel Committee: - Warren Helm, Chair**

State Board Financial Summary- Mr. Helm stated that the Board Members should have received the State Board Financial Summary in their agenda packages. He explained that they had distributed the funding for the Critical Needs Workforce STEM Plan, received funding from the non-recurring surplus funds and the capital reserve funds. Mr. Helm felt that they were in good shape and on track with the funding distribution.

Human Resources Proposed Policy Revisions for Approval- Mr. Helm explained that there were five proposed policy revisions for approval before the State Board. After going over the proposed policy revisions, Mr. Helm entertained a motion from Mr. Schrum to approve the policy provisions. The motion was seconded by Mr. Homan. The motion passed unanimously without any opposition.

### **B. Economic Development and Training Committee: -Gregory B. Askins, Chair**

Project Budgets for Ratification- Mr. Askins stated that there was one Project Budget up for Ratification before the State Board. Mr. Askins called for a motion to ratify the Project Budget. Mr. Martin made the first motion, seconded by Mr. Barnett. The motion to ratify the Project Budget was affirmative.

Board Ratification for E-Zone Retraining Program- Mr. Askins noted that there were four E-Zone Retraining Programs up for board ratification. Mr. Askins entertained a motion to ratify the E-Zone Retraining Programs. Mr. Wilson made the first motion, seconded by Mr. Martin. The motion to ratify the E-Zone Retraining Programs passed without any opposition.

Chairman Odom made a motion for the State Board go into Executive Session to receive a briefing from legal counsel concerning pending litigation involving a student matter, legal advice to colleges which implicates the System's legal interests and an employment matter. Chairman Odom also noted he would add a brief discussion about a personnel matter during the Executive Session. Mr. Helm made the first motion, seconded by Mr. Martin. The motion was affirmative and the State Board went into Executive Session.

## **EXECUTIVE SESSION**

*S.C. Code of Laws Section 30-4-70(a)(2)(5) – A public body may hold a meeting closed to the public for one or more of the following reasons:*

*(2) Discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim....*

*(5) Discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by the public body....*

## **RETURN TO OPEN SESSION**

Chairman Odom stated that there were no decisions, motions, or other actions taken in Executive Session. He also noted that during Executive Session they received a briefing from legal counsel and no action was taken per the briefing.

## **READYSC PRESENTATION-Susan Pretulak, Vice President for Economic Development and Workforce Competiveness**

Ms. Pretulak presented the ReadySC Presentation to the State Board Members. The presentation is shown to prospective businesses interested in investing and relocating to South Carolina. Ms. Pretulak noted that the ability to be able to combine the services of Apprenticeship Carolina, ReadySC and Enterprise Zone provides an elegant solution to the long-term workforce needs of the State of South Carolina.

## **IMADEITSC.COM UPDATE-Kelly Steinhilper, Vice President for Communications**

Ms. Steinhilper presented the IMADEITSC.COM update to the State Board Members. The IMADEITSC.COM program will address four key areas: healthcare, I.T., manufacturing and STEM related industries. Radio ads have also been incorporated into the IMADEITSC.COM website. The radio ads focus on the different key areas addressed on the IMADEITSC.COM website.

Ms. Steinhilper explained that during the summer, \$10,000 had been distributed to each of the technical colleges to provide Guidance Counselor Outreach Training for the IMADEITSC.COM Campaign. The Technical College System was looking to secure grant funding to continue the Guidance Counselor Training and radio-ads for the Summer of 2017. Chairman Odom inquired as to whether Secretary Bobby Hitt was aware of the grant funding for IMADEITSC Campaign. Dr. Rivers stated that a meeting was scheduled with Secretary Hitt for the following week. The meeting discussion would include the IMADEITSC.COM presentation.

## **ADJOURN COMMITTEE OF THE WHOLE**

Chairman Odom then requested to adjourn the committee of the whole.

## **CALL TO ORDER- STATE BOARD MEETING**

Chairman Odom then called the State Board Meeting to Order.

## **LEGISLATIVE UPDATE-Joren Bartlett, Vice President of Governmental Relations**

CDL Study Committee Report- Ms. Bartlett stated that the CDL Study Committee was formed from Proviso 25.7 that in the state budget last year. The Proviso called for a ten members study committee to look at ways to incentivize local and state government industries to hire younger drivers due to a CDL Driver Shortage. The Committee has met five times since being created. After meeting, the committee came up with eight recommendations that were submitted to the

General Assembly on October 27, 2016. The Committee also recommended having the General Assembly extend the Proviso, in order to allow the members more adequate time to study the recommendations. The CDL Study Committee suggested turning the recommendation report over to the Workforce Coordinating Council in order to provide further insight.

**SC ASSOCIATION OF TECHNICAL COLLEGE COMMISSIONERS REPORT-**  
**Ashley Jaillette, Executive Director**

Ms. Jaillette stated that the next quarterly board meeting for the South Carolina Technical College Commissioners will be held at the System Office on December 13, 2016. Save the Dates for the upcoming Commissioner's Academy and Legislative Reception will be sent out on January 31st, 2017.

**COUNCIL OF TECHNICAL COLLEGE PRESIDENTS REPORT-Patty Lee, Chairperson**  
**Presidents' Council**

Dr. Lee shared an update about dual enrollment with the State Board. The technical colleges are currently working with the Department of Education on the issue. The three key areas of dual enrollment that the technical colleges are concerned with are: dual enrollment on K-12 report cards (tying funding to performance), CHE working with K-12 to define college readiness with dual enrollment success tied to it, Workforce Study completed with the South Carolina Technical College System, the Department of Commerce, the Department of Education and the Department of Employment and Workforce Development to promote dual enrollment. Dr. Lee stated that the technical college presidents are confident that they will be able to handle the growth in dual enrollment.

**MINUTES FOR APPROVAL**

Chairman Odom entertained a motion to approve the meeting minutes from the State Board Meeting on September 27, 2016. Mr. Schrum made the first motion, seconded by Mr. Wilson. The meeting minutes passed without any opposition.

**MINUTES FOR REVIEW**

Chairman Odom asked that the board members review the Presidents' Council Meeting minutes from September 8, 2016.

**COMMITTEE OF THE WHOLE RECOMMENDATIONS-CONSENT AGENDA**

Chairman Odom entertained a motion to approve the Consent Agenda. Mr. Schrum made the first motion, seconded by Mr. Wilson. The affirmative vote was unanimous. The following recommendations were adopted:

- Human Resources Proposed Policy Revisions for Approval
- Project Budgets for State Board Ratification
- Project Budgets for State Board Approval

- Board Ratification for E-Zone Retraining Program
- State Board Meeting Minutes for September 27, 2016

**EXECUTIVE DIRECTOR'S REPORT-Susan Winsor, Interim System President**

Dr. Winsor thanked the board members for allowing her to serve as Interim System President. She noted that she was working with Dr. Hardee for a seamless transition.

She stated that the Presidents' Council came back from the Joint Workforce Retreat with three recommendations: invite board members assigned to their congressional district to attend a local college commission meeting in their assigned congressional district, have State Board Meetings on a technical college campus periodically and have college presidents on a rotational basis be allowed to give a presentation at the state board meetings. Mr. Barnett asked that the schedule for the local technical college commissioners meeting be sent to Board Members. Dr. Winsor noted that she would make sure it was sent out.

Dr. Winsor noted that the Coordinating Council for Workforce Development held their inaugural meeting on October 4th, 2016. Sub-committees were formed for the Coordinating Council. They include system staff: Ms. Susan Pretulak and Dr. Hope Rivers assigned to the program inventory committee and Mr. Khush Tata assigned to the data collection committee. The first goal of the council will be to develop an integrated database to track students from K-12 to college graduates ready for placement in jobs.

The power point presentation for the SC Technical College System Budget for the 2017-2018 FY was distributed to the board members. Dr. Winsor mentioned that a 3% reduction in funding might be included in the budget for the 2017-2018 FY, however, it most likely wouldn't occur until the following year.

Dr. Winsor provided the Memo from the Commission on Higher Education (CHE) regarding the Financial Indicator Matrix. Mr. Tim Hofferth, chairman of CHE, is scheduled to speak at the next Presidents' Council Meeting on November 10th.

**OTHER MATTERS**-Chairman Odom asked if there were any other matters to come before the State Board, there being none he moved on to Adjournment of the meeting.

**ADJOURNMENT**

With no other matters to discuss, Chairman Odom adjourned the meeting.

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Date Approved by the State Board

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Ralph A. Odom, Jr., Chairman

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Tim Hardee, Executive Director