



The Spartanburg County Commission for Technical and Community Education Minutes

Date: Monday, September 15, 2025, 4:30 PM

Location: Dr. Benjamin Snoddy Boardroom

Attendees:

Chairman Keller, Vice Chairman Bell, Commissioner K. Fowler, Commissioner Smith, Commissioner Hamrick, Commissioner Powell-Baker, Commissioner J. Fowler, Commissioner Sarratt, Commissioner Hill, Commissioner King, Commissioner Kennedy, Dr. Mikota, Mr. Burroughs, Ms. Hughes, Mrs. Walker, Mr. Aughinbaugh, Ms. James, Mrs. Harris, Dr. Obi, Mrs. Painter, Dr. Williams

Absent:

Commissioner Anderson, Commissioner O'Neill,

Guest:

Ms. Nikki Burgess

QEP Committee - Ms. Toni Cook, Ms. Melissa Smith, Ms. Melissa Pearson, Ms. Lisa Taverna, Ms. Katherine Stiwinter, Dr. Denise Huff, Ms. Jennifer Jacobs

Call to Order

Chairman Keller called the meeting to order at 4:38 pm.

Approval of Previous Minutes

Chairman Keller presented the August 18, 2025, meeting minutes, which previously had been shared with the Members and asked if any Member had edits or questions. Commissioner Sarratt requested that the Second under the President's Report be reviewed and corrected. Commissioner Sarratt was not in attendance at this meeting and therefore an error had been made. Chairman Keller asked that the minutes be approved with the caveat that Mrs. Walker corrects the error. Again, the floor was opened for additional discussion. Hearing no further amendments or objections, Chairman Keller asked for a motion to approve the minutes.

Motion: Commissioner Sarratt

Second: Commissioner K. Fowler

Vote: All in favor

Consent Agenda Items

Chairman Keller presented the Consent Agenda, which previously had been shared with the Members and asked if any Member had edits or questions. Hearing no amendments or objections, Chairman Keller asked for a motion to approve the Consent Agenda as presented.

Motion: Commissioner K. Fowler

Second: Commissioner Bell

Vote: All in favor

SCC Audit Report

Presented by Mr. Ben Kochenower

Mr. Kochenower presented the annual audit report, noting that the opinion will be unmodified.

The audit includes financial statements and the foundation report, with the federal audit report pending due to compliance supplement delays.

The finance department has done an excellent job in maintaining the integrity of the accounting system.

At this time the floor was opened to questions. None were put forth. Chairman Keller advised the Commission that each of them will have until Friday, September 19, 2025, at 1:00 pm to submit any questions or concerns. If no one has submitted anything by that deadline, it will be assumed that the Commission approves the Audit Report.

Chairman Keller asked for a motion to approve the Audit Report with the caveat of having until 1:00 pm on Friday, September 19, 2025, to bring forth any concerns.

Motion: Commissioner Kennedy

Second: Commissioner Sarratt

Vote: All in favor

President's Report

Presented by Dr. Michael Mikota, President

Dr. Mikota addressed the Chairman and Commission members and reflected on the importance of audit reports, ongoing learning, and engagement, while connecting these themes to the broader role and success of Spartanburg Community College.

A recent celebration was held for Mrs. Barbara Rippey recognizing her generous contributions to Spartanburg Community College and, in particular, to the welding program at the Union County campus. Mrs. Rippey's generosity helped expand dual enrollment with the Union County School District and established a scholarship for local students. At 91 years of age, Mrs. Rippey continues to serve as a pillar of support and inspiration for both the college and Union County.

Dr. Mikota announced the release of the college's first annual report. The report is intended to showcase college achievements, measure impact, and support transparency. By sharing stories and demonstrating returns on investment, the aim is to strengthen the college's reputation and invite feedback for future improvements. Each Commissioner was presented with a copy.

A summary of Dr. Mikota's Presidential Goals for the upcoming year was provided to the Commission as well as discussion of a new strategic plan slated for launch in January. Emphasis was placed on multi-year budgeting strategies and the importance of integrating objectives and planning discussions into future meetings, including an upcoming planning review.

Dr. Mikota outlined successes in securing funding since 2021, amounting to approximately \$115 million, including \$9.2 million in maintenance, repair, and replacement funds for the past year. Plans are in motion to use these resources for major campus projects, such as replacing the Ledbetter building and expanding the Union County campus with an additional \$4.8 million investment.

Looking ahead, the college is actively engaging local legislative delegations to advocate for continued growth in response to a near 70% rise in enrollment over five years. The expansion of the Spark Center and acquisition of 160,000 square feet in new facilities was highlighted as forthcoming developments.

The State's Board of Economic Advisors projects a \$725 million budget surplus for the upcoming legislative session, based on current revenue trends and population growth. These figures will guide further advocacy and resource allocation discussions in future meetings.

Dr. Mikota reported the timely submission of the SACSCOC focused report and quality enhancement plan, with a visiting committee scheduled for the end of October.

The college's robust workforce development and community enhancement programs were applauded as central to the region's growth and the institution's strategic direction.

Dr. Mikota concluded his comments with optimism for the future, pride in the college's ongoing achievements, and encouragement for continued collaboration.

The floor was opened for questions. Commissioner King asked if the \$725 million was a budget surplus allocable to education. Dr. Mikota explained that the \$725 million figure consisted of both a carryover from what was not spent last year and a projection for what will be there when the legislative session begins in January.

The floor was again opened for questions; none were put forth. Chairman Keller asked for a motion to approve the President's Report.

Motion: Commissioner Powell-Baker
Second: Commissioner Hill

Vote: All in favor

Financial Report

Presented by Ms. Melissa Hughes, Director, Finance

Revenues:

Curriculum is the driving force of the budget at \$17,478,421. Surplus of about \$1.7 million compared to the previous year.

Continuing education revenue of \$542,114 increased approximately \$185,000 year over year.

Auxiliary Revenues (Bookstore, Supplies, Vending): Currently at 79% of budget. Lower due to outsourcing textbook sales starting in the spring term.

Approximately 78% of System Office allocations totaling \$13,655,274 have been received and the full allocation of \$1,307,816 has been received from the State for Cherokee.

A small portion of revenue has been received from Cherokee County.

“Other” revenue consists mainly of interest on the local government investment pool investment totaling \$350,470 has been received.

Total Revenue: \$33,715,208 which is an increase of about \$3.4 million compared to August 31, 2024.

Expenses:

Full-time salaries totaling \$4,085,561 are trending at 14% of budget; fringe benefits are in line with previous year at \$1,971,432

Part-time salaries and fringe are at about 7% of budget totaling \$647,005

Operations & Maintenance (O&M) expenditures at 11% totaling \$2,283,383.

Total expenditures are currently \$13,490,435, down by about \$462,000 compared to previous year.

As of August 31, 2025, SCC received 46% of our budgeted revenues, which is a revenue increase of \$3,412,387 in comparison to August 31, 2024. There are no major issues regarding the budget. Expenditure as a percentage of the budget was 18%, which is 3% less than the previous year.

No major issues reported; recommendation to accept as information.

The floor was opened for additional questions/comments. None were put forth. Chairman Keller asked for a motion to approve the Financial Report.

Motion: Commissioner King

Second: Commissioner Sarratt
Vote: All in favor

Year End Transfer

Presented by Ms. Melissa Hughes, Director, Finance

Fiscal year 2025 revenues totaled approximately \$70.8 million, with expenditures at about \$62.9 million.

The board previously approved:

\$3.5 million to be transferred to the plant fund and an additional \$1.5 million to be transferred to Live to Chase. After these transfers, there remains an additional amount of nearly \$2.9 million available for transfer.

Executive finance discussions led to the following recommendations:

Transfer an additional \$1.5 million to the board designated fund.

Transfer \$1,390,566 to the plant fund.

The rationale for placing \$1.5 million in the board designated fund (rather than the plant fund) is to keep it available in case funding is needed for Live to Chase next year.

The floor was opened for additional questions/comments. None were put forth.

Chairman Keller asked for a motion to approve the \$1.5 million transfer to the board-designated fund and \$1.39 million to the plant fund.

Motion: Commissioner Kennedy
Second: Commissioner K. Fowler
Vote: All in favor

Institutional Effectiveness

Presented by Dr. Jenny Williams and the QEP Committee

The QEP, "Guiding the Chase," aims to improve student retention and success, particularly in pre-health science programs, through initiatives like individualized degree plans and embedded support services.

SCC's QEP will be a college-wide retention effort focused on this impactful First Year Experience. As students enter their first semester in the classroom, Guiding the Chase will provide a clear framework of support ensuring that students have the skills they need to better navigate the college journey and experience greater course success.

Reimagine the First Year Experience through community building and classroom collaborations, infusing proactive academic support, and creating opportunities for increased engagement with support services.

The floor was opened for questions; none were put forth. Chairman Keller asked for a motion to approve the QEP as presented.

Motion: Commissioner K. Fowler

Second: Commissioner Hill

Vote: All in favor

Workforce Development Update

Presented by Ms. Nikki Burgess

Over the past eight months, the workforce development/continuing education division has undergone a complete revamp. Structure and processes have been aligned with academic divisions, and existing programs have been reviewed for relevance and effectiveness.

Two new programs were launched:

NCCER Project Management Program: Started in August, created in response to industry demand, with 14 students enrolled in its inaugural cohort.

Heavy Equipment Program: Launched with a “build your own bundle” approach, allowing students to select equipment training based on their needs. This program has received strong interest from industry partners, who are eager to send employees for training.

Development is underway for three American Welding Society certifications.

Work is ongoing for an electrical line worker program.

An Advisory Board meeting is scheduled for October to gather further industry feedback. The division is actively engaging industry partners in program development, ensuring offerings meet real-world needs and avoiding assumptions about training requirements.

New NCCER Forum and Superintendent programs will be online, asynchronous, and podcast-style, allowing students and employees to learn at their own pace—even during work or lunch breaks.

The management program is being adapted for online, asynchronous delivery due to low attendance in traditional in-person sessions, reflecting the need for flexible learning options for working professionals.

Strategic Planning and Grants: The college has aligned credit and noncredit offerings with labor market data and submitted several grants to support new programs, including heavy equipment operator training and welding certifications.

Industry Engagement: There is a strong emphasis on community and industry engagement, with advisory boards and feedback loops to ensure programs are relevant and effective.

Student Success and Enrollment: Efforts are underway to improve student retention and success, including new advising initiatives and orientation programs.

The U.S. Departments of Labor and Education are partnering to streamline and integrate workforce development programs, emphasizing state-level flexibility and reducing regulatory burdens.

There is a national trend toward flexible, skills-based training and funding shifts that may impact local workforce programs.

Each member of the team has been assigned specific territories—Union, Cherokee, and Spartanburg. There are clear revenue goals established for each area, and performance is also measured by the number of returning customers and overall satisfaction rates.

A Customer Relationship Management system is in the process of implementation, with the goal of using Salesforce to manage all data, information, and touch points more efficiently.

Ms. Burgess spoke to the development of non-credit goals and the tracking methods that is now in use. A comprehensive spreadsheet for the division has been created, which assigns enrollment goals to each program and admissions counselor. All of these figures are directly linked to SCWins funding and reflect the true revenue generated per student. This system monitors progress and outcomes. Current projections estimate a 66% growth in non-credit enrollment for this year.

Commissioner Powell-Baker questioned where these new classes would be housed. Per Ms. Burgess welding certifications will start at the Tiger River Campus and the electrical line worker program will be housed at the Union County Campus. The NCCER Foreman and Superintendent programs will both be online.

Ms. Burgess worked with the marketing department developing the first quarterly industry newsletter, a copy of which was given to the Commission. This newsletter encompasses workforce development, non-credit division, apprenticeships and the Spark Center, and will be sent to all industry partners.

Ms. Burgess also highlighted that September is National Workforce Development. She thanked the Commission for the opportunity to speak and invited any questions.

The floor was opened for questions; none were put forth. Chairman Keller asked for a motion to approve the Workforce Development Update.

Motion: Commissioner K. Fowler

Second: Commissioner Powell-Baker

Vote: All in favor

Announcements

Presented by Mr. Tracy Keller, Chairman

The meeting concluded with announcements of Campus/Foundation Events.

Adjournment

Chairman Keller asked for a motion to Adjourn the meeting.

Motion: Commissioner K. Fowler

Second: Commissioner Kennedy

Vote: All in favor

Meeting adjourned at 5:45 pm.

Respectfully submitted by:

A handwritten signature in cursive script that reads "Tracey Hill".

Mrs. Tracey Hill, Secretary