



The Spartanburg County Commission for Technical and Community Education Minutes

Date: Monday, November 17, 2025, 4:30 PM

Location: Dr. Benjamin Snoddy Boardroom

Attendees:

Chairman Keller, Vice Chairman Bell, Commissioner K. Fowler, Commissioner Smith, Commissioner Hamrick, Commissioner Sarratt, Commissioner King, Commissioner Kennedy, Commissioner Anderson, Commissioner O'Neill, Commissioner Powell-Baker, Commissioner J. Fowler, Dr. Mikota, Mr. Burroughs, Ms. Hughes, Mrs. Walker, Mr. Aughinbaugh, Ms. James, Dr. Williams, Mrs. Harris, Mrs. Painter, Mrs. Sexton, Dr. Yowe

Absent:

Commissioner Hill, Dr. Obi

Guests:

Mr. Dan Silverburg, CampusWorks
Mr. Javon Brame, CampusWorks

Call to Order

Chairman Keller called the meeting to order at 4:33 pm.

Approval of Previous Minutes

Chairman Keller presented the minutes from the October 13, 2025, meeting, which had been previously shared with the Members. Hearing no amendments or objections, he called for a motion to approve the minutes as written.

Motion: Commissioner Bell

Second: Commissioner Anderson

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 Sarratt

Vote: All in favor

Strategic Plan

Presented by Dr. Michael Mikota, President

Dr. Mikota was pleased to present the work completed on the new strategic plan, which was noted as a voting item on the agenda, and to introduce Mr. Dan Silverburg of CampusWorks, who has provided exceptional guidance and support throughout this year-long process. Dr. Mikota also recognized Dr. Obi, who was not in attendance, Dr. Benita Yowe and Ms. Caroline Sexton, who were in attendance, as tri-chair leaders who have played a critical role in shaping this plan and positioning Spartanburg Community College for its next chapter of growth and achievement. In January, highlights of the accomplishments of the previous strategic plan, Preparing the Chase, will be shared, and the new plan which builds on that momentum will set a bold new direction for the future.

Dr. Mikota extended his appreciation to everyone across all campuses who contributed to this effort. The collaboration, insight, and dedication made this process both productive and deeply meaningful. Dr. Mikota also thanked CampusWorks for the outstanding work and partnership they provided.

At this time, Dr. Mikota turned the meeting over to Dan Silverburg from Campus Works.

Mr. Silverburg presented to the Commission an overview of the strategic plan development process. CampusWorks, a higher-education consulting firm founded in 1999, has partnered with Spartanburg Community College on this initiative. Dan Silverberg introduced himself along with colleagues Javon Brame, Senior Director for Client Success, and Dr. Kevin David, Vice President, Client Success who has collaborated closely on the project.

It was noted that the strategic plan was not created by CampusWorks alone but was developed through a cross-functional team of SCC stakeholders ("Chasers"). More than 950 individuals contributed through various engagement activities, and approximately 25 committee members participated in ongoing project work.

Data for the plan was gathered through workshops beginning in late February to assess the external environment, followed by surveys and focus groups. The data collection phase concluded with the Future Summit, which consolidated emerging themes and included presentations from external speakers.

Upon completion of the presentation, the Commission was asked to vote to approve and adopt the strategic plan.

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

Chairman Keller asked for a motion to approve the Strategic Plan.

Motion: Commissioner King

Second: Commissioner Anderson

Vote: All in favor

President's Report

Presented by Dr. Michael Mikota, President

Dr. Mikota, tying back into the strategic plan execution based on performance, made the announcement of the decision to move forward with a bonus for employees making less than \$100,000. This is covered in the budget and is a great way to recognize all the outstanding work that has been accomplished. The action also serves as motivation for the work still left to do.

During the meeting, recognition was given to Dr. Jenny Williams for her exceptional leadership and work during the recent site visit and reaffirmation process. It was noted that while many team members in attendance contributed significantly to the effort, Dr. Williams spearheaded the initiative and played a central role in ensuring its success. Appreciation was expressed for her dedication, hard work, and the impact of her contributions. Appreciation was also expressed for the Commissioners who met in person with the On-Site Committee as well as the other staff and faculty members who worked tirelessly to make the visit a success.

The college was recently notified it ranked among the top 200 community colleges in the United States for the Aspen Award. This places the college in an elite group of community colleges nationwide. The only other South Carolina institution, Tri-County Technical College, has also been invited to submit for this award. If selected to advance to the Top 20, the college will be invited to present; the final winner receives a \$1 million prize. The recognition highlights recent achievements and continued institutional progress.

Dr. Mikota again discussed the changing tide within higher education. There must be an awareness of the fact of transitioning revenue sources and that there will be a shift at the federal level with workforce and Pell dollars. Funding request are handled in two different ways. The South Carolina Technical College System request process is for recurring and non-recurring requests and the direct legislative requests from Spartanburg Community College is for specific capital projects. Over the last four years, approximately \$115 million has been secured through the specific capital project asks. Last year, the legislature did not include earmarks, which impacted some funding requests for local regions/areas, but Spartanburg Community College is a state entity. Preliminary budget requests for the upcoming cycle are being prepared. Dr. Mikota has already begun conversations with legislators with plans to bring legislators to our campuses to share the capital project needs of the college. A major focus will be placed on the replacement of the Ledbetter building as well as issues in the Powers building with regards to HVAC and roof improvements.

The Technical College System will request a recurring base funding increase of \$38.1 million statewide. Spartanburg Community College's share of the system budget is approximately 7%. Previous years included enrollment-based increases; the College has grown in enrollment, which increased its proportional share. Last year, the College also received additional rollover funding tied to three-year enrollment growth, though it had not been budgeted for. Dr. Mikota emphasized engaging key members of the House Ways & Means Committee to advance budget items on the House side. Dr. Mikota participated in the Board of Economic Advisors meeting to set the initial budget target. Current revenue outlook is strong; the state is not facing budgetary shortfalls, increasing likelihood of favorable consideration for requests. No anticipated need for reductions to existing scholarship programs. Dr. Mikota explained that state funding fluctuates annually because allocations are based on a formula tied to student enrollment. Spartanburg Community College's share has increased over the past five years and is now around 7% of the total funding formula. One-time state allotments are easier to manage, while recurring funding are more challenging because it requires long-term state commitment. The college is focusing on diversifying its own revenue streams to reduce vulnerability to political or economic changes.

A major strategic priority moving forward is workforce training and high-demand skills development. The college is seeing increasing numbers of bachelor's-degree holders returning for job-focused training, and new stackable programs are being built in response. Workforce alignment will be integrated across all operations, and an organizational restructure is underway to support this vision. A proposed new structure will be presented in early 2026. Budget allocations for continuing education/workforce training will rise significantly as these programs take on a larger role. Strategic planning, workforce development, and foundation activities will all be aligned under the new model.

Dr. Mikota expressed appreciation for the Commission's support and highlighted a recent campus event, The Annual Rick Teal Walk—in honor of a former vice president. The

community remains supportive, and the college is committed to accountability and strong performance outcomes.

This concluded the President's Report. The floor was opened for questions and/or comments. None were put forth. Chairman Keller asked for a motion to approve the President's Report as information.

Motion: Commissioner K. Fowler

Second: Commissioner O'Neill

Vote: All in favor

Financial Report

Presented by Ms. Melissa Hughes, Director, Finance

Revenues:

Curriculum is the driving force of the budget at \$17,634,463 which is 49% of the budget. Surplus of about \$1.6 million compared to the previous year.

Continuing education revenue of \$1,117,278 increased approximately \$284,000 year over year.

Auxiliary Revenues (Bookstore, Supplies, Vending): Currently at 140% of budget.

Approximately 79% of System Office allocations totaling \$13,776,443 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 Union County.

"Other" revenue consists mainly of interest on the local government investment pool investment totaling \$799,209 has been received.

Total Revenue: \$35,458,331 which is an increase of about \$3.2 million compared to September 30, 2024.

Expenses:

Full-time salaries totaling \$8,754,500 are trending at 30% of budget; fringe benefits are in line with previous year at \$4,216,727.

Part-time salaries and fringe are both at about 20% of the budget totaling approximately \$1.8M.

Operations & Maintenance (O&M) expenditures are at 29% of the budget, totaling \$6,214,900.

Total expenditures are currently \$25,039,368, showing an increase of \$985,809 compared to previous year.

As of October 31, 2025, SCC received 49% of our budgeted revenues, which is a revenue increase of \$3,255,647 in comparison to October 31, 2024. There are no major issues regarding the budget. Expenditure as a percentage of the budget was 34%, which is 2% less than the previous year.

No major issues reported; recommendation to accept as information.

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

Chairman Keller asked for a motion to approve the Financial Report as information.

Motion: Commissioner K. Fowler

Second: Commissioner Kennedy

Vote: All in favor

Bad Debt

Presented by Ms. Melissa Hughes, Director, Finance

The driving factor behind the bad-debt total is curriculum tuition.

Tuition-related bad debt includes:

- Students who registered but did not complete payment.
- Students who enrolled in payment plans but failed to pay the remaining balance.
- Students who dropped classes while still owing the college.
- Students who did not pay upfront or dropped after the refund period.

A portion of the bad debt comes from Return to Title IV (R2T4):

- Applies to students receiving federal aid who did not attend at least 60% of the semester.
- The college is required by the U.S. Department of Education to return those federal funds.

Additional smaller components include:

- Unpaid textbook charges
- Various other student fees

The total bad debt for the fall semester amounts to \$524,155.76, primarily due to unpaid curriculum tuition and federal aid returns (R2T4).

The Commission has granted authority to the Administration to write off up to 1% of our tuition and fees annually. This year 1% of budgeted tuition and fees equals \$360,738.

Recommendation: The Commission approves writing-off \$524,156, which is 1.45% of the College's budgeted tuition and fees for FY 2025-26.

The floor was opened for questions and/or comments.

Commissioner Sarratt inquired about the percentage anticipated to collect by other means/sources. Ms. Hughes responded that so far there has been no recovery of the previously written-off amount, but recent collection efforts are showing positive results. Through the partnership with the third-party agency, Williams & Fudge, to date a little over \$100,000 has been collected. The partnership with the Department of Revenue is continuing, from which approximately \$47,000 has been collected. Overall, collection efforts are progressing well.

Chairman Keller asked for a motion to approve the writing-off \$524,156, which is 1.45% of the College's budgeted tuition and fees for FY 2025-26.

Motion: Commissioner Kennedy

Second: Commissioner Sarratt

Vote: All in favor

Tuition Proposal

Presented by Mr. Ethan Burroughs, Vice President, Finance

Renovations are under way at the Tiger River Campus to launch a new Cosmetology program as part of the college's program offerings. The goal of this program is not only to meet community demand, but also to generate revenue to help offset other programs that operate at a loss. Maintaining that balance is important to the overall financial health of the College.

Mr. Burroughs is requesting approval for the differential tuition associated with this program. Last year's budget tuition was increased overall to \$208 per credit hour. For Cosmetology, the proposal is to increase tuition by an additional \$175, bringing the total to \$383 per credit hour. Due to this being a year-long program, the tuition would total approximately \$15,000.

For comparison, most private cosmetology programs charge \$25,000 or more, SCC will still be competitive in the market while also allowing students to draw down federal financial aid. There is no anticipation of using any Live to Chase Funding for this program as it was developed to generate revenue.

The operating statement outlined expected revenues and expenses. There will be a first-year loss of \$211,000 due to the program operating only half of the year, while staffing and setup costs are incurred earlier. However, beginning in Years 2 and 3, the program is projected to generate over \$100,000 annually.

The model also included an occupancy expense, but due to the high cost of leasing retail space for the program, the decision was made to renovate the Tyger River Campus, a project costing just over \$1 million. The operating budget includes a \$139,000 annual allocation, which represents what a 10-year financing cost would look like at current rates. As the program becomes profitable, those dollars can help replenish the plant funds used for the renovation.

The floor was opened for questions.

Commissioner Sarratt inquired about expected enrollment.

Projected enrollment is based on current staffing and state regulations. Cosmetology programs are regulated by LLR, Labor and Licensing Review Board, which requires a 20-to-1 student-to-instructor ratio for full-time instructors. Currently, two full-time instructors have been hired, allowing for an enrollment of up to 40 students in the daytime program.

There are also plans to hire a part-time instructor for the evening program, which will allow an additional 20 students. The daytime cosmetology program will run for 12 months, while the evening program will run for 18 months.

This is the starting model, if demand increases, additional instructors may be hired and capacity may be expanded.

Chairman Keller asked for a motion to approve the Tuition Proposal – Cosmetology Tuition Differential Request.

Motion: Commissioner Bell

Second: Commissioner Sarratt

Vote: All in favor

Announcements

Presented by Mr. Tracy Keller, Chairman

The meeting concluded with announcements of Campus/Foundation Events.

Adjourn from Open Session to Executive Session

Chairman Keller asked for a motion to Adjourn to Executive Session for 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 matter 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.

Motion: Commissioner Anderson

Second: Commissioner Sarratt

Vote: All in favor

The meeting Adjourned to Executive Session at 5:44 pm

Adjourn from Executive Session to Open Session

Chairman Keller asked for a motion to Adjourn to Open Session.

Motion: Commissioner Kennedy

Second: Commissioner Hamrick

Vote: All in favor

The meeting Adjourned to Open Session at 6:04 pm.

Chairman Keller asked for a motion to grant approval to pursue the 3 resolutions discussed.

Motion: Commissioner K. Fowler

Second: Commissioner Anderson

Vote: All in favor

Adjourn

Chairman Keller asked for a motion to Adjourn the meeting.

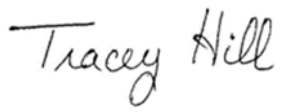
Motion: Commissioner K. Fowler

Second: Commissioner Anderson

Vote: All in favor

Meeting adjourned at 6:05 pm.

Respectfully submitted by:

A handwritten signature in black ink that reads "Tracey Hill". The script is cursive and fluid, with the first name "Tracey" and the last name "Hill" clearly distinguishable.

Mrs. Tracey Hill, Secretary