

**WILLIAMSBURG TECHNICAL COLLEGE
MINUTES OF THE MEETING OF THE AREA COMMISSION**

April 4, 2022, 12:00 noon

Room #236A

Area Commission

Present:

Harmon Cooper, Jr.
Johnny M. Gardner, Chairman
S. Christine Green, Secretary-Treasurer
S. Lide Howell
Henry M. Poston, Vice-Chairman
James S. Stuckey
Gertrude P. Williams

Absent:

S. Coleman Braxton
Walter H. Brown
Toni M. Ward

Administration

Present:

Dr. Patricia A. Lee, President
Missy Coker, VP for Administration & Finance
Tyrone Thomas, Associate VP for Facilities
Dr. Gayle Tremble, Assistant VP, Academic Affairs
Dr. Alexis DuBose, Associate VP for Student Affairs

Staff:

Pauline Lee, Administrative Assistant to the President

Absent:

Dr. Veronica Jackson, Director, Workforce Dev & Continuing Ed

CALL TO ORDER

Chairman Gardner called the meeting to order at 12:02 p.m. and presided.

APPROVAL OF MINUTES

Mr. Poston motioned that the minutes of the March 7, 2022 meeting be corrected in the Consideration for Naming of Campus Road discussion to remove the statements that the road has no name and that there was no commission-approved policy for naming of facilities. A search of records and online maps to outline the location of the proposed road to be named revealed that the road has a name. In addition, the Area Commission approved a WTC Foundation policy in 2003 which was implemented as part of the foundation's campaign to raise funds for construction of a Community Enrichment Center by providing naming opportunities for the proposed Center and existing facilities. He stated that he would provide supporting documents in the subsequent discussion. The motion was seconded by Ms. Green and carried.

CONSIDERATION FOR NAMING OF CAMPUS ROAD

Mr. Gardner excused himself from the room temporarily for discussion of the topic. Mr. Poston distributed copies of a Google map showing the road's name as Student Drive, and the WTC Foundation policy which was approved by the Area Commission. As a separate entity under the umbrella of the college, the foundation required commission approval of its naming policy because of the commission's overall responsibility for college facilities. The policy, which did not cover the naming of campus roads, was developed to raise funds for the foundation's campaign for a Community Enrichment Center for which the college was seeking a bond bill. The bill never passed, and the project was dropped. The naming committee was unable to locate a record of when or how the road was named. Ms. Coker stated that it may have been done years ago as part of the effort to bring the county on the Emergency 911 system. Naming committee members feel that the college has enjoyed excellent commissioners, presidents, faculty and staff, past and present, long term and short term and, while certainly appreciative of Mr. Gardner's leadership, were reluctant to change the name of the road, effectively disregarding the service of other commissioners who had served equally well and some for significantly longer terms.

Committee members also felt that the name Student Drive was appropriate as none of us would be here were it not for the students. The committee therefore recommends that the name remain Student Drive.

Commissioners received the report and, after much discussion, there was consensus to not change the name of Student Drive, and no action was taken. It was also recognized that there is no formal college policy or procedure for the naming of facilities, and the administration will begin work on developing a policy to present to the area commission. Upon Mr. Gardner's return to the meeting, Mr. Poston provided him a copy of the campus map and foundation policy and stated that the committee recommended and commissioners agreed to take no action on changing the name of Student Drive.

Business Affairs: Ms. Coker reported that there was nothing out of the ordinary in the financial report, and everything appears to be on track. County revenue received is at 86%, and Fee in Liew of Taxes is due in April as well as more county funds. Continuing Education revenue is still up due to all the short-term industry training.

Financial Aid Report: Federal and state funds awarded to date in the spring semester total \$966,610.48. The figure does not include the \$100 per credit hour of CARES funds to those who qualify. High school students do not receive CARES funds in the same manner but receive them in the form of supplies needed in their programs of study. Only a small amount of the student CARES funds will be available this summer. Whoever has an outstanding balance after all various funds are applied, the college will pay it with institutional CARES funds. There are no out-of-pocket costs to students. They do not receive cash or checks but rather tuition and fees are paid from different funds. We have an opportunity to apply for additional funding based on percent of Pell, student poverty, and decreasing enrollment, and we will pursue that. We are also looking at the possibility of applying for tax credits for keeping employees working, but the Tech System is working with an attorney and accountant to determine if we qualify; it could be up to \$7,500 per employee per quarter of unrestricted funds which could be used where needed.

Academic Affairs:

Dr. Tremble reported that the college's response to the SACSCOC Visiting Committee Report was submitted last week, and we should get an update in June on the college's status. She feels confident that all questions and recommendations were addressed. A SACSCOC visit is done every 10 years, and a response is required from the college. The college must also submit another report in five years. Work is ongoing with FCI Williamsburg with two cohorts of a construction class for a total of 25 students. She is working with SACSCOC to get the site fully approved to offer more programs. Currently, WTC is only approved to offer 49% of its construction classes.

Student Affairs: Dr. DuBose reported that summer registration just began, and the numbers are looking good. Several applications have been received, many from transient students. After much discussion, it was decided to hold commencement on May 13 at 10:00 a.m. on the college courtyard. Due to the smaller number of students participating, it was felt best to have an in-person commencement.

Workforce Development/Continuing Education: Dr. Jackson was unable to attend the meeting to provide a report.

PRESIDENT'S REPORT

Legislative Update: Tech presidents learned a week ahead of the scheduled March 23 Legislative Luncheon that the House was going to be on furlough the week of March 21-25. The Senate is typically involved in committee deliberations on the budget at that time and many may be unable to attend, so the Legislative Luncheon was cancelled. The Senate will finish their version of the budget and will meet with the House next week to negotiate the budget. Sine die is May 12, so work will be completed by then, and we should know the

projections for our funding. A preliminary report indicates that funding for the technical colleges is looking good. At a recent meeting of all SC college presidents, Dr. Lee stated that presidents discussed guaranteed transfer, whereby any student that graduates in good standing from a technical college is guaranteed full transfer as a junior to another SC two- or four-year college, or six-year institution. The concept is embraced by all the four-year colleges. The representative for the MUSC president remarked that they have been accepting total transfer from the technical colleges for over seven years.

Mask Mandate: The college has lifted its mask mandate. It is a matter of personal choice, recommended but not required. Any uptick in Covid cases or other respiratory illnesses will be monitored closely, and the college will respond accordingly.

Graduation: Administrators debated for several weeks, reviewed several logistics issues, and decided to hold an in-person commencement. Student Affairs staff felt strongly that it could be done as there is smaller number of students this year who have committed to participate in the ceremony. Every safety precaution will be taken.

Hospital Acquisition: Williamsburg Regional Hospital has issued a letter of intent to donate the building to the college for the sum of \$5.00. They will wait until September to complete the process to allow sufficient time for them to complete payment of a bond. With the letter of intent and the budget, we can do the application and accept the deed in September. They will remove the temporary buildings currently on site.

Upcoming Activities: Dr. Lee gave an update on upcoming activities.

Apr 4	Area Commission Meeting
Apr 6	Women of Wiltech
Apr 14	Spring Celebration
May 13	Graduation
Oct 21	Taste of Williamsburg

NEXT MEETING

The next meeting is scheduled on May 2, 2022.

EXECUTIVE SESSION

There was no need for an Executive Session at this time.

ADJOURNMENT

There being no further business, Commissioners adjourned the meeting at 12:50 p.m.

Approved:

Johnny M. Gardner, Jr., Chairman

Pauline T. Lee, Recorder