

TECHNICAL COLLEGE OF THE LOWCOUNTRY AREA COMMISSION

November 14, 2023

The Angus Cotton Academic Center

New River Campus

[Public Comment: areacommission@tcl.edu](mailto:areacommission@tcl.edu)

**Minutes**

**COMMISSIONERS PRESENT**

Randy Dolyniuk, Chairman  
Sheree Darien, Vice Chair via Teams  
James Boozer, Secretary  
Heath Duncan  
Marjorie Thomas  
Richard Toomey

**COMMISSIONERS ABSENT EXCUSED**

David Smalls

**STAFF PRESENT**

Richard Gough, President  
Laura Dukes, VP Academic Affairs  
Nancy Weber, VP Administrative Services  
Allison Canning, VP Student Affairs  
Mary Lee Carns, VP Institutional Advancement  
Ashley Yoakum, AVP Finance  
Leigh Copeland, AVP Marketing and Public  
Relations

**GUEST**

Lisa Wechsler, CPA via Teams

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The November meeting of the Area Commission for the Technical College of the Lowcountry was held on Tuesday, November 14, 2023 at 9:00 AM at the Angus Cotton Academic Center on the New River campus of the Technical College of the Lowcountry. Prior to the meeting media were notified and provided with the agenda. An email address for public comment is published on the agenda.

**CALL TO ORDER AND APPROVAL OF AGENDA**

Chairman Dolyniuk called the meeting to order at 9:10. He welcomed everyone and confirmed that a quorum was present. Commissioner David Smalls notified the Commission of a last-minute conflict and is unable to be here today. Mr. Dolyniuk then called for a motion to approve the Agenda as presented. Mr. Boozer made the motion which was seconded by Mrs. Thomas. Motion carried.

**CONSENT AGENDA**

The Consent Agenda was provided to the Commission in advance of the meeting and consisted of the minutes from the September Commission meeting and a request for Commission approval to reinstate the Fire Science certificate. There was an error in the minutes; Dr. Toomey was incorrectly noted as absent. He was present. The minutes were presented for approval with that correction. The request to reinstate the proposed certificates is in response to the community workforce needs outlined on the Executive Summary which is attached to these minutes as attachment A. Chairman Dolyniuk called for a motion to approve the Consent Agenda. Mrs. Thomas made the motion which was seconded by Dr. Toomey. Commission vote was unanimous. Motion carried.

## ADMINISTRATIVE SERVICES

**Auditors Report:** VP Weber congratulated AVP Ashley Yoakum and her team on a clean audit for the fiscal year ending June 30, 2023. Ms. Youkum introduced Ms. Lisa Wechsler, partner with Crowley Wechsler and Associates, CPA. Ms. Wechsler conducted the audit. The Commissioners were furnished with hard copies of the complete audit and financial statement. Ms. Wechsler reviewed each section of the financial statement and audit. The complete financial statement is available on the TCL website at <https://www.tcl.edu/about-tcl/consumer-information/transparency/>.

Chairman Dolyniuk called for a motion to approve the financial statement and accept the audit. Mr. Duncan made the motion which was seconded by Mrs. Thomas. Commission vote was unanimous in favor and thus so ordered by Chairman Dolyniuk. The Commissioners offered their congratulations to Ms. Weber, Ms. Youkum, and the team in the business office for their efforts and the outstanding result of the audit. Ms. Weber noted that it is a labor intensive endeavor as many of the TCL systems are manual. Dr. Gough asked what they needed to make the process less cumbersome. Ms. Youkum noted that while specific software is available for this, the process can be streamlined by first maximizing the capabilities of current software such as Clarity and Colleague. Dr. Gough said that he is very proud of the team and of the solid financial standing of the College. With enrollment numbers higher than anticipated, he said the College will go into the new year with a surplus and the Commission can expect to receive a revised budget early in 2024.

## SCATCC

Commissioner Smalls was unable to attend the meeting and will update the group on SCATCC activities at the January 2024 meeting.

## PRESIDENT'S REPORT

At the request of Chairman Doylniuk, Dr. Gough highlighted some of the accomplishments of the past year as well as some of the future plans and objectives.

There have been a number of success in the area of Student Services. To highlight a few :

- The MAVRC has been recognized with the Silver Military Friendly Institution designation, underscoring our commitment to supporting our military affiliated students.
- Record breaking dual enrollment: The largest dual enrollment in the college history and profections suggest a potential record breaking Spring 2024 semester
- Tri Alpha Honor Society Charter. Alpha Alpha Alpha is a first generation college student honor society. The TCL chapter was chartered in November.

Some highlighted accomplishments within Academic Affairs are:

- Exemplary Licensure Scores – Nursing and Health Science program licensure scores surpass national pass rates, emphasizing the quality of our academic programs
- Degree, Diploma, and Certificate completions increased by over 20%
- Implemented new dual enrollment certificates in Cyber Security and Business Law certificates
- The Culinary curriculum was revised to meet American Culinary Federation requirements so CIS graduates will receive the sought after ACF certification.

**Administrative Services completed a number of Capital Projects:**

- **Health Science Radiologic Tech lab was renovated and enhanced to meet program requirements**
- **An operational Cyber Security Lab was constructed.**
- **On going improvements and expansion of the Welding Lab on the TCL Hampton campus were implemented to restart the program on that campus.**
- **The DOT approved CDL Training Pad was completed on the Hampton campus which qualifies the location as a testing location. Previous to this, CDL graduates had to travel to Augusta or Atlanta for licensing.**
- **The major renovation of Moor Hall on the Beaufort campus was completed and is now the home of The Hub, providing a centralized location for all student services from application to enrollment to graduation.**

**Additional accomplishments in the Advancement area include the designation of TCL's official mascot – TCL Tides- and the attainment of a \$10 million Proviso appropriation for the construction of a Regional Workforce Training Center on the New River campus.**

**Continuing Education launched Health Services and IT programming in the Adult Education Center in Walterboro, Colleton County.**

**Looking ahead, Dr. Gough noted the following objectives:**

**Student Services: Collaboration with CHE and the SC Technical College System to develop a comprehensive transfer plan for SC Colleges and Universities.**

**Academic Affairs: Partnering with the Beaufort County School District to introduce the BCHS Early College program at the New River campus. New programs in Fire Science and a prison initiative at the Ridgeland Correctional Institute, and focusing on increasing enrollment and achieving CAE designation in the Cyber Security program.**

**Institutional Advancement and the TCL Foundation will launch a Capital Campaign to support the construction of the Regional Workforce Training Center.**

**Dr. Gough said the most important endeavor of the coming year is successful reaffirmation of accreditation through SACSCOC. The on-site visit will be in October of 2024.**

**Dr. Gough continued his report to the Commission with a brief discussion of the strategy for funding the Workforce Training Center at New River. The proviso is for \$10 million and that will need to be matched locally. Beaufort county has indicated their willingness to match the state money. As costs rise there will no doubt be expenses not met by those two sources. Dr. Gough said that many funding sources require the College to hold title to the land. At this time, Beaufort County holds title and the College has been repaying the County bond debt. There are two payments or two years remaining. He would like to have the Commission's approval to enter into conversation with the County about repaying the remaining balance. Dr. Toomey made the motion**

that College leadership explore with Beaufort County to determine the appropriate actions necessary to address the settlement of the outstanding balance. Mr. Boozer seconded the motion. The Commission vote was unanimous in favor and thus so ordered by Chairman Dolyniuk.

#### **CHAIRMAN'S REPORT**

Chairman Dolynick reiterated his support of the activation of the Fire Science program noting the College is proud to help our First Responders. He applauded all of the accomplishments presented earlier. He also congratulated VP Carns and her team for another wonderful evening at the 5th Annual Chef's Table at Sea Pines. He noted that General Brown was in attendance and looked very well!

Chairman Dolyniuk called for a motion to go into Executive Session so the Commission may receive an update on real estate matter. Mrs. Thomas made the motion which was seconded by Mr. Boozer. Commission vote was unanimous in favor and thus so ordered by Chairman Dolyniuk.

#### **EXECUTIVE SESSION**

*For the purpose of receiving information relative to a real estate transaction pursuant to Section 30-4-70 of the South Carolina Freedom of Information Act*

#### **GENERAL SESSION**

Chairman Dolyniuk stated that the Executive Session was for the purpose of receiving information on a real estate matter; no decisions were made, nor did the discussion require Commission votes.

**This section intentionally left blank**

**ADJOURNMENT**

Having no further business, Mr. Dolyniuk adjourned the November meeting of the Technical College of the Lowcountry Area Commission at 11:00.

Respectfully Submitted,

Ann Cullen

APPROVED:



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Randy K. Dolyniuk  
Chairman



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James Boozer  
Secretary

**EXECUTIVE SUMMARY CURRICULUM ITEMS  
November 2023**

This document contains two action items.

**CERTIFICATE ADDITIONS (2)**

**ACTIONS:**

**CERTIFICATE ADDITIONS:**

- 1) **Certificate in Applied Science, Fire Science Technology**  
Addition of one (1) certificate program
- 2) **Certificate in Applied Science, Fundamentals of Firefighting**  
Addition of one (1) certificate program

**Effective/Credits**

**Fall 2024**  
**18 SCH**

**Fall 2024**  
**21 SCH**

Addition of two (2) certificate programs, Certificate in Applied Science, Fire Science Technology, 18 credits, and the Fundamentals of Firefighting 21 credits, both in the Business curricula.

Commission action needed: Approval to ACCEPT the Certificates in Applied Science, Fundamentals of Firefighting and the Fire Science Technology curricula.



## TECHNICAL COLLEGE OF THE LOWCOUNTRY

**Background:** Just prior to COVID, two Fire Science Certificates, Fundamentals of Firefighting and Fire Science Technology, received all required approvals and were ready to start. When COVID hit, the courses could not be offered and the certificates lapsed into cancellation status with the State.

TCL was recently approached by members of the Hardeeville Fire Department and the Bluffton Fire Department about the need for Fire Science courses for their employees. After conducting additional research in our service area, it has been determined that the need for Fire Science courses is significant. In addition to Bluffton and Hardeeville, vacant positions are being advertised on Indeed.com that require applicants to have classes in Fire Science or a combination of experience and education. In addition to Firefighter/EMT jobs, other organizations are advertising positions such as Fire Safety Program Coordinator and Forestry Technician which require a background in Fire Science.

The TCL Continuing Education Department graduated 26 students from their EMT program in July. These 26 students may transfer their EMT courses into the Fundamentals of Firefighting Certificate, then finish the certificate by taking the required Fire Science courses. It is also our intention to offer Fire Science Certificate courses to dual enrollment students from our area high schools.

The request to reinstate the proposed certificates is in response to the community workforce needs outlined above. State Tech approved the request to reinstate the two certificates on September 20, 2023.

In July 2017, the TCL Commission approved adding the Fundamentals of Firefighting Certificate and the Fire Science Technology Certificate. We are asking the Commission to re-approve both certificates again at this time.

### **TECHNICAL COLLEGE OF THE LOWCOUNTRY**

### **MODEL FOR MAJOR OF**

### **CERTIFICATE IN APPLIED SCIENCE, FIRE SCIENCE TECHNOLOGY**

**TECHNICAL COLLEGE OF THE LOWCOUNTRY  
CERTIFICATE PROGRAM**

**CERTIFICATE IN APPLIED SCIENCE, FIRE SCIENCE TECHNOLOGY**

**CURRICULUM CODE: 61147**

**CATALOG YEAR: 2024/2025 CIP**

## MODEL FOR CERTIFICATE IN APPLIED SCIENCE, FIRE SCIENCE TECHNOLOGY Suggested Sequence of Courses

### FIRST YEAR - FALL SEMESTER

<u>Title</u>	<u>Course Name</u>	<u>Credit</u>
FST 106	Building Construction for Fire Protection	3.0
FST 108	Fire Protection Systems	3.0
<b>TOTAL SEMESTER CREDIT HOURS REQUIRED</b>		<b>6.0</b>

### FIRST YEAR –SPRING SEMESTER

<u>Title</u>	<u>Course Name</u>	<u>Credit</u>
FST 109	Fire Service Hydraulics and Water Supply	3.0
FST 204	Principles of Emergency Services	3.0
<b>TOTAL SEMESTER CREDIT HOURS REQUIRED</b>		<b>6.0</b>

### SECOND YEAR—FALL SEMESTER

<u>Title</u>	<u>Course Name</u>	<u>Credit</u>
FST 206	Leadership and Ethics	3.0
FST 208	Fire Behavior and Combustion	3.0
<b>TOTAL SEMESTER CREDIT HOURS REQUIRED</b>		<b>6.0</b>

## COURSE DESCRIPTIONS

FST 106	Building Construction for Fire Protection	Cr. 3
This course is a study of the components of building construction that relate to fire and life safety, focusing on firefighter safety. The essential elements of construction and design of structures are shown when inspecting buildings, preplanning fire operations, and operating in emergencies.		
FST 108	Fire Protection Systems	Cr. 3
This course is a study of the features of the design and operation of fire alarm systems, water-based and special hazard fire suppression systems, water supply for fire protection, and portable fire extinguishers.		
FST 109	Fire Service Hydraulics and Water Supply	Cr. 3
This course is a study of the theory and practice of principles for water use in fire protection. Also covered is the application of hydraulic principles used to analyze and solve water supply problems on an emergency scene.		
FST 204	Principles of Emergency Services	Cr. 3
This course provides an overview of the philosophy and history of fire protection, fire loss analysis, and the laws and regulations affecting the fire service. Specific fire protection functions are also studied, in addition to introductory fire strategies and tactics.		
FST 206	Leadership and Ethics	Cr. 3
This course provides the skills and tools needed to perform effectively as a leader in the fire service environment. Topics include problem-solving techniques, supervisory skills, ethical behavior and decision-		

making.

FST 208

Fire Behavior and Combustion

Cr. 3

This course explores the theories and fundamental principles of how and why fires start, spread, and are controlled.



# TECHNICAL COLLEGE OF THE LOWCOUNTRY

## MODEL FOR MAJOR OF

### CERTIFICATE IN APPLIED SCIENCE, FUNDAMENTALS OF FIREFIGHTING

TECHNICAL COLLEGE OF THE LOWCOUNTRY

CERTIFICATE PROGRAM

CERTIFICATE IN APPLIED SCIENCE, FUNDAMENTALS OF FIREFIGHTING

CURRICULUM CODE: 71373

CATALOG YEAR: 2024/2025

CIP CODE: 430203

DATATEL CODE: CAS.FFF

MODEL FOR CERTIFICATE IN APPLIED SCIENCE, FUNDAMENTALS OF FIREFIGHTING Suggested  
Sequence of Courses

#### FIRST YEAR - FALL SEMESTER

<u>Title</u>	<u>Course Name</u>	<u>Credit</u>
EMS 105	Emergency Medical Care I	4.0
FST 102	Firefighter 1 - Basic	3.0
<b>TOTAL SEMESTER CREDIT HOURS REQUIRED</b>		<b>7.0</b>

#### FIRST YEAR –SPRING SEMESTER

<u>Title</u>	<u>Course Name</u>	<u>Credit</u>
FST 101	Emergency Response for Firefighters	2.0
FST 103	Firefighter 1 - Advanced	5.0
<b>TOTAL SEMESTER CREDIT HOURS REQUIRED</b>		<b>7.0</b>

#### SECOND YEAR—FALL SEMESTER

<u>Title</u>	<u>Course Name</u>	<u>Credit</u>
FST 104	Firefighter II	3.0
EMS 106	Emergency Medical Care II	4.0
<b>TOTAL SEMESTER CREDIT HOURS REQUIRED</b>		<b>7.0</b>

## COURSE DESCRIPTIONS

FST 101                      Emergency Response for Firefighters

Cr. 2

This course includes all the required First Responder training for new firefighters using the American Red Cross training criteria and is a prerequisite for subsequent training.

FST 102                      Firefighter I – Basic

Cr. 3

This course is the study of the initial National Fire Protection Association 1001 standards. Topics include firefighter safety, personal protective equipment, communications, firefighter survival, fire behavior, fire service organization, hazardous materials, and command and control.

FST 103                      Firefighter I – Advanced

Cr. 5

This course is a continuation of the National Fire Protection Association 1001 standards and remaining program requirements not covered in Firefighter 1 – Basic. Topics include operation and use of firefighting tools and equipment, fire classes/control, auto extraction, and a live burn.

FST 104                      Firefighter II

Cr. 3

This course continues coverage of the National Fire Protection Association 1001 standards. Topics include basic firefighting skills and use of equipment such as hoses, flammable liquids, gas fires, construction materials, hydrant flow/operability, and remaining skills not covered in Firefighter I.

EMS 105 Emergency Medical Care I

Cr. 4

This course is a study of preparatory and pharmacology, airway management, patient assessment, and trauma and shock as it relates to the provision of pre-hospital emergency medical care to critically ill and injured patients.

EMS 106 Emergency Medical Care II

Cr. 4

This course is a study of medical emergencies, operations, pediatrics and other special populations as it relates to the provision of pre-hospital emergency medical care to critically ill and injured patients.

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