

**TECHNICAL COLLEGE OF THE LOWCOUNTRY AREA COMMISSION**

**October 25, 2022**

**Beaufort Mather Campus**

**ZOOM: <https://tcl.zoom.us/j/5029645792>**

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

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**MINUTES**

**COMMISSIONERS PRESENT**

Randy Dolyniuk, Chairman

Sheree Darien, Vice Chair

Heath Duncan

David Smalls

**Absent Excused:**

Rick Toomey

James Boozer

**STAFF PRESENT**

Richard Gough, President

Leslie Worthington, VP Academic  
Affairs

Nancy Weber, VP Student Services

Allison Canning, AVP Enrollment  
Management

Ashley Yoakum, Controller

Danielle Consider, HUB Director

Alison Treasure, Navigator

Curtis Bolden, Navigator

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The October meeting of the Area Commission for the Technical College of the Lowcountry was held on Tuesday, October 25, 2022 at 9:00 in the President's Boardroom on the Beaufort Mather Campus. Prior to the meeting media were notified and provided with the agenda and the Zoom link. An email address for public comment is published on the agenda.

**CALL TO ORDER AND WELCOME**

Chairman Dolyniuk called the meeting to order at 9:00 and confirmed that a quorum was present. Mr. Boozer and Dr. Toomey are absent excused and have granted their proxies to Chairman Dolyniuk.

**APPROVAL OF AGENDA**

Mr. Dolyniuk called for a motion to approve the meeting Agenda. Ms. Darien made the motion which was seconded by Mr. Duncan, motion carried.

## CONSENT AGENDA

Chairman Dolyniuk called for a motion to accept the Consent Agenda which consisted of the Minutes of the September meeting only. Mr. Smalls made the motion which was seconded by Ms. Darien. Motion carried.

## STUDENT AFFAIRS

Vice President provided a brief background on the Title III Guided Pathways Strengthening Institutions Grant that provided the funding for the creation of The Hub. The Hub will enable students to go from application to enrollment in one place. Here the student will be assigned a Navigator who will stay with them through their college experience. The Hub approach is a very targeted approach to enrollment, retention, and completion. Ms. Weber introduced Danielle Consider, Director for The Hub. Ms. Consider began by clarifying that a Navigator is not an academic advisor but supports the student by monitoring their progress and being alert to problems early on so the student can access the resources they need to succeed in their program. Ms. Consider showed the Commission a table of different issues and responses. She also presented a sample of the scheduled communication with the student which is targeted and customized to the level of support that particular student needs. On average, within one cohort, 70% will need a low level of support with Navigator check ins just about 3 times during the semester. Twenty five percent of the cohort may need a moderate level of support with just a few check ins and follow ups during the semester. Students identified as needing a higher level of support, about 5% of the cohort, receive 14 'touches' during the term including regular tutoring and opportunities to reflect on their progress and results as the term progresses. The Navigators work by appointment and data has shown that 63 additional students are estimated to have registered thanks to having an appointment with one on one support. That translates to about \$97,650 additional tuition and fees revenue for one semester. Ms. Consider introduced two of TCL's navigators, Curtis Bolden and Alison Treasure, both of whom have the articulate, outgoing personalities that are desirable traits as they relate and communicate well with students. They each spoke briefly about the challenges and satisfaction they get helping students succeed. Ms. Consider's presentation is attached to these Minutes as Attachment A.

## REVIEW OF FINANCIAL STATEMENT

Ms. Ashley Youkum, Controller, reviewed the Financial Statement which has been audited with no findings. Dr. Gough and Chairman Dolyniuk congratulated the Ms. Youkum and the Business Office. After a brief discussion, Chairman Dolyniuk called for a motion to accept the Financial Statement as presented. Mr. Smalls made the motion which was seconded by Mr. Duncan. Commission vote was unanimous and thus so ordered by Chairman Dolyniuk.

## SCATCC REPORT

Mr. Smalls reported that the next quarterly meeting of the Association is on December 7 and will report out at the January Commission meeting.

## PRESIDENT'S REPORT

Dr. Gough was pleased to share with the Commission that the College submitted the names of 303 students who are eligible to join Phi Theta Kappa Honor Society this semester. Phi Theta Kappa Honor Society is the international honor society of students attending open-access institutions and seeking associate degrees, bachelor's degrees, or other college credentials. Students must have completed at least 12 hours of coursework toward an associate or bachelor's degree or at least 6 hours of coursework toward a certificate of 1 year and have a cumulative 3.5 grade point average. We typically have over 200 eligible students but this semester is the largest group in recent memory. Mr. Greg Mauriocurt is the Faculty Advisor for PTK.

State Employees have received a 3% raise and will get a \$1,500 bonus payable on the December 15 paycycle. Grant Funded employees are not eligible but Dr. Gough said the College will provide a \$500 bonus to those employees.

## EXECUTIVE SESSION

Chairman Dolyniuk called for a motion to go into Executive Session. Ms. Darien made the motion which was seconded by Mr. Duncan. Commission vote was unanimous. Motion carried.

*For the purpose of receiving information relative to a legal issue pursuant to  
Section 30-4-70 of the South Carolina Freedom of Information Acts*

Chairman Dolyniuk called for a motion to return to General Session. Mr. Smalls made the motion which was seconded by Ms. Darien. Motion carried.

## RETURN TO GENERAL SESSION

As a result of discussion in Executive Session, Chairman Dolyniuk called for a motion to grant authority to President Gough to act on behalf of the Area Commission by signing the real estate closing documents related to the sale of the College's (5) rental properties to Beaufort County. Mr. Duncan made the motion which was seconded by Mr. Smalls. Commission vote was unanimous. Motion carried and was thus so ordered by Chairman Dolyniuk.

## CHAIRMAN'S REPORT

Mr. Dolyniuk expressed his gratitude to Ms. Canning, Ms. Consider, and the Navigators, Curtis and Alison for bringing the concept of The Hub to life for the Commission. He also expressed his gratitude to Ms. Youkum for her presentation of the Financial Statement and reassurance that the financials are in good shape.

He mentioned that the Hampton County seat is vacant since the resignation of Dr. Small. He said that, while he understands the reasons for his resignation, he will miss his presence on the Commission. He said 'Doc' always made him 'think' and ask the questions 'why not?' and "how can we?" and he was grateful for his service to the College.

Chairman Dolyniuk reminded the Commissioners of the upcoming Chef's Table Culinary event at Sea Pines. He noted the success of the event and that he is seeing new faces at many of the Culinary 'happenings' and that's recognition of our success and widening the awareness of the College's Mission.

Mr. Dolyniuk said that the Commission authorized the President to list the rental properties for sale via email vote and he'd like to ratify that vote as we proceed to the closing. The Motion on the table is to ratify previous vote to allow the President to list the sell the rental properties. Mr. Smalls made the motion which was seconded by Ms. Darien. Commission vote was unanimous and thus so ordered by Chairman Dolyniuk.

**ADJOURNMENT**


Having no further business Mr. Dolyniuk adjourned the October 2022 meeting of the Technical College of the Lowcountry Area Commission at 10:35 am.

Respectfully Submitted,

Ann Cullen

APPROVED:

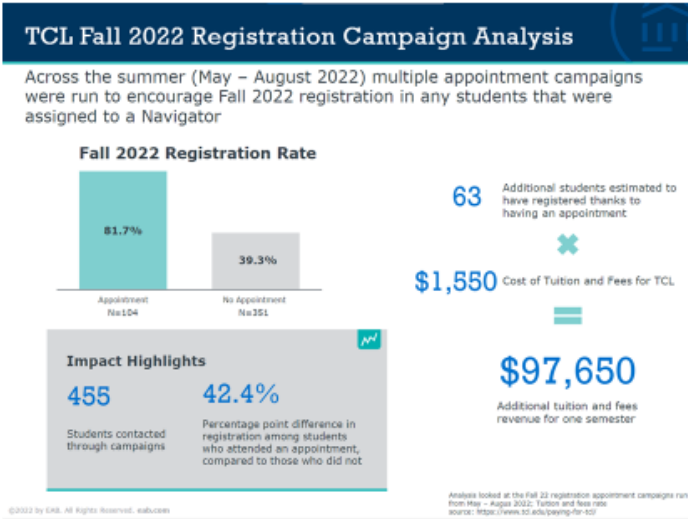
  
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Randy K. Dolyniuk  
Chairman

  
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James Boozer  
Secretary

Attachment A : The HUB



TECHNICAL COLLEGE  
 OF THE LOWCOUNTRY



TECHNICAL COLLEGE  
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## Early Alert and Progress Reports

Early Alert	On Progress Report	Opens a Case
At Risk of Failing	Yes	Yes
Missed/Incomplete Homework/Assignments	Yes	Yes
Missed/Poor Quizzes/Exams	Yes	Yes
Attendance Reporting	Yes	No
Tutoring	Yes	Yes
Financial Assistance Referral	No	Yes
In Class Behavioral Referral	No	Yes
Transportation Referral	No	No
Kudos	No	No
Other	No	Yes



## Historical & Predictive Analytics

Goal: Gain understanding of pockets of support needed to **inform resource allocation** and advising/resources

### Historical Population Analytics

- ✓ Identify programs where students are under- or over-performing compared to the institution-wide persistence rate
- ✓ Identify patterns of early-career academic performance that indicate a student is less likely to persist

### Historical Course Analytics



- ✓ Examine patterns of grades earned in top attempted courses
- ✓ Identify "stumbling block" courses that may be preventing many students from progressing through a program in a timely fashion

### Historical Major Change Analytics



- ✓ Examine impacts of major changes on earned credits and persistence rates
- ✓ Identify common patterns of major changes

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## Directing Attention to the Students Who Need It Most

### Sample Communication Schedule

WEEK	High Level of Support Needed 5% of cohort	Moderate Level of Support Needed 25% of cohort	Low Level of Support Needed 70% of cohort
2	Check-in/initial coaching session	Check-in/initial coaching session	Check-in/initial coaching session
3	Complete success plan with student		
4	Assess/adjust plan	Create semester plan	
5	Assign resources or tutoring		
6	Check-in prior to midterms		
7	Reflect on first half of term	Check-in before midterms/adjust plan	Check-in before midterms
9	Plan from midterms	Check-in about registration	
10	Reality check/adjust plan		
11	Check-in about registration		
12	Register for classes		
13	Follow-up after registration	Follow-up after registration	Follow-up after registration
14	Reflect/set goals for next term		
TOTAL CONTACTS	12	5	3

Attachment B: Financial Statement Review



**Net Position as of June 30, 2022 With Comparative Totals for 2021  
 (In millions)**

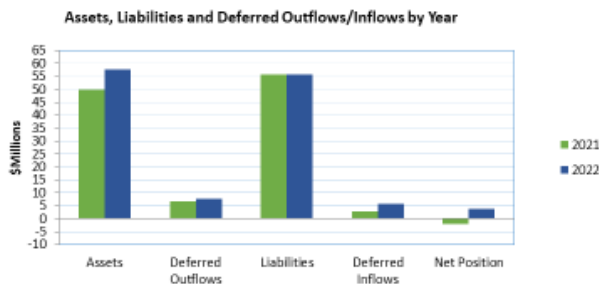
Net position may serve over time as a useful indicator of an entity's financial position. The College's net assets and deferred outflows surpassed its liabilities and deferred inflows by \$3.8 million at the close of the most recent fiscal year and reflects a significant positive increase. This is due mainly to the HEERF funding that assisted the college with student aid and reduction in expenditures for deferred inflows for Pension and OPEB.

	2022	2021	% Change
Current Assets	\$ 28.8	\$ 25.4	13.4%
Non-current Assets	28.8	24.6	17.1%
Total Assets	57.6	50.0	15.2%
Deferred Outflows of Resources	7.7	6.7	14.9%
Current Liabilities	13.0	10.3	26.2%
Non-current Liabilities	42.8	45.5	-5.9%
Total Liabilities	55.8	55.8	0.0%
Deferred Inflows of Resources	5.8	3.0	93.3%
Net Position			
Investment in Capital Assets	21.9	16.8	30.4%
Unrestricted (Deficit)	(18.1)	(18.9)	4.2%
Total Net Position	\$ 3.8	\$ (2.1)	281.0%



**Financial Analysis of the College as a Whole**

Graphical representations of the basic components of the College's financial condition on June 30, 2022 with comparisons to the prior year are included below.





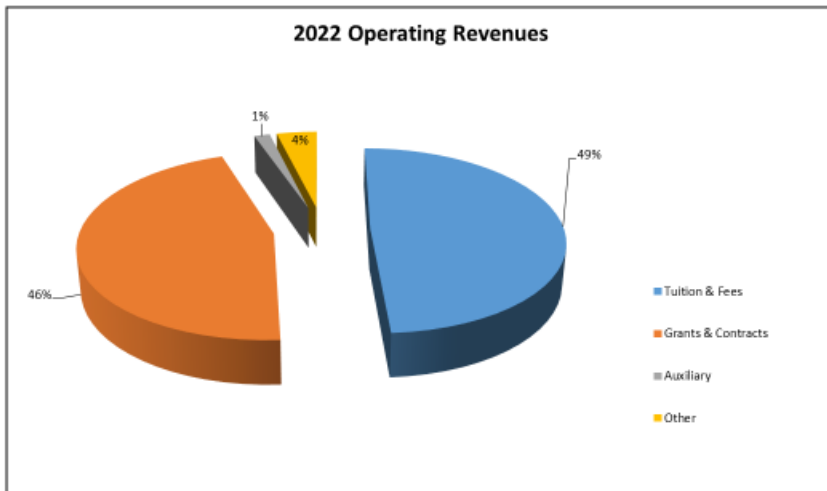
**TECHNICAL COLLEGE  
 OF THE LOWCOUNTRY**

**Summary of Revenues, Expenses, and Changes in Net Position  
 for Fiscal Year Ended June 30, 2022  
 with Comparative Totals for June 30, 2021**

	2022	2021	% Change
<b>Operating Revenue</b>			
Tuition and Fees	\$ 5.1	\$ 5.2	-1.9%
Grants and Contracts	4.6	3.9	17.9%
Auxiliary	0.2	0.5	-60.0%
Other	0.4	1.7	-76.5%
<b>Total Operating Revenue</b>	<b>10.3</b>	<b>11.3</b>	<b>-8.8%</b>
<b>Less Operating Expenses</b>	<b>25.8</b>	<b>21.6</b>	<b>19.4%</b>
<b>Net Operating Loss</b>	<b>(15.5)</b>	<b>(10.3)</b>	<b>-50.5%</b>
<b>Non-Operating Revenue</b>			
Federal Grants and Contracts	8.8	5.0	76.0%
State Appropriations	5.4	5.1	5.9%
Local Appropriations	2.5	2.3	8.7%
Interest Income/(Expense)	(0.3)	(0.2)	-50.0%
<b>Total Non-operating Revenue</b>	<b>16.4</b>	<b>12.2</b>	<b>34.4%</b>
<b>Income (Loss) before Other Revenues, Expenses, Gains (Losses)</b>	<b>0.9</b>	<b>1.9</b>	<b>-52.6%</b>
<b>Other Revenues, Expenses, Gains or (Losses) Capital Gifts, Grants and Contracts</b>	<b>5.0</b>	<b>1.3</b>	<b>284.6%</b>
<b>Change in Net Position</b>	<b>5.9</b>	<b>3.2</b>	<b>84.4%</b>
Net Position, Beginning of Year	(2.1)	(5.3)	60.4%
<b>Net Position, End of Year</b>	<b>\$ 3.8</b>	<b>\$ (2.1)</b>	<b>281.0%</b>
<b>Total Revenues</b>	<b>\$ 31.7</b>	<b>\$ 24.8</b>	<b>27.8%</b>



**TECHNICAL COLLEGE  
 OF THE LOWCOUNTRY**

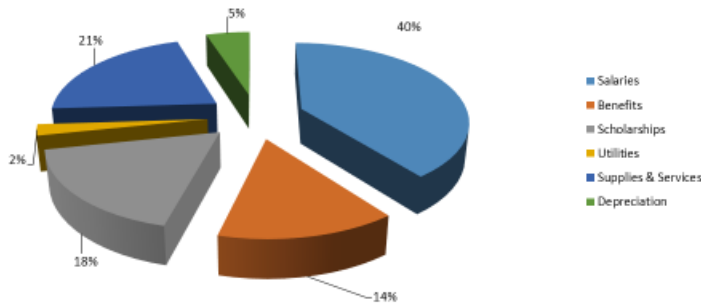






**TECHNICAL COLLEGE  
 OF THE LOWCOUNTRY**

**2022 Operating Expenses**



Personnel costs of \$13.9 million accounted for 54% of the College's operating expenses and reflect a 10% decrease from the prior year. Supplies and other services make up the second largest classification, accounting for 21% of operating expenses. Operating expenses in total increased approximately 19.4% from last year's values. Note 16 in the accompanying notes to the financial statements reports operating expenses by functional classification.



**TECHNICAL COLLEGE  
 OF THE LOWCOUNTRY**

**Operating Expenses by Function**

	Compensation	Benefits	Scholarships	Supplies & other services	Utilities	Depreciation & Amortization	Total
Instruction	\$ 4,694,187	\$ 1,713,768	\$ -	\$ 1,330,706	\$ -	\$ -	\$ 7,738,662
Academic Support	1,612,481	600,839	-	900,069	-	-	3,113,389
Student Services	1,524,442	571,218	-	1,099,072	-	-	3,194,730
Operation & Maintenance of Plant	650,258	261,591	-	1,476,317	577,055	-	2,965,220
Institutional Support	1,768,861	561,153	-	569,216	-	-	2,899,231
Scholarships	-	-	4,593,255	-	-	-	4,593,255
Auxiliary Enterprises	(8,544)	7,223	-	42,309	11,907	-	52,896
Depreciation & Amortization	-	-	-	-	-	1,287,405	1,287,405
<b>Total Operating Expenses</b>	<b>\$ 10,241,686</b>	<b>\$ 3,715,792</b>	<b>\$ 4,593,255</b>	<b>\$ 5,417,689</b>	<b>\$ 588,962</b>	<b>\$ 1,287,405</b>	<b>\$ 25,844,789</b>

# FOODseum



**Culinary Institute  
of the South**

AT TECHNICAL COLLEGE OF THE LOWCOUNTRY

## PROJECT VISION STATEMENT

- The Foodseum will be a center for engaged learning dedicated to preserving and promoting Southern food history and culture.
- The Foodseum will encompass the rich tradition of Southern cooking by welcoming, informing, and engaging visitors of all ages by presenting content in a compelling manner, accessible to all.
- As a unique attraction in the area, the Foodseum will draw both neighbors and tourists alike to expand and challenge their notions of Southern food.
- Visitors will be invited to explore the origins of this unique culinary heritage and encouraged to share what they have learned at the Foodseum upon returning to their own dinner tables.



## PROJECT GUIDING PRINCIPLES

1. Welcoming to All
2. Rich History and Culture
3. Convene Conversations
4. Participatory Experiences
5. Lifelong Learning
6. Compelling Programming



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## CURATORIAL ADVISORS

### KEVIN MITCHELL



Chef and scholar Kevin Mitchell was a 2020-2021 South Carolina Chef Ambassador. In addition, he is a cookbook author and lecturer. He also serves as an instructor at the culinary institute of Charleston at Trident Technical College and holds two degrees from the Culinary Institute of America.

### LIZ WILLIAMS



Liz Williams, Southern food author and scholar, was born and raised in New Orleans, Louisiana. She is a founder of the Southern Food & Beverage Museum and President of the National Food & Beverage Foundation. She also writes and consults about food museums.

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## SCHEDULE

Exhibit Fabricator and Installer Bid Process	September 14 - December 16, 2022
Bid-Selected Exhibit Fabricator – NTP	December 19, 2022
Exhibit Fabrication	January 2 - March 24, 2023
Exhibit Installation	March 27 - April 7, 2023
Project Soft Opening	April 7, 2023 (Tentative)

