



# South Carolina Commission on Higher Education

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Dr. Bettie Rose Horne, Vice Chair  
Mr. Paul O. Batson, III  
Mr. Tim M. Hofferth  
Ms. Dianne C. Kuhl  
Ms. Allison Dean Love  
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Mr. Clark B. Parker  
Mr. Kim F. Phillips  
Ms. Terrye C. Seckinger  
Dr. Jennifer B. Settlemeyer  
Mr. Hood Temple  
Dr. Evans Whitaker

Ms. Julie J. Carullo  
Interim Executive Director

## Access & Equity and Student Services Committee Tuesday, May 12, 2015 10:00 a.m. Main Conference Room

### AGENDA

1. Introductions and Approval of Minutes Mr. Hood Temple, Chair
2. Consideration of SC Student Loan Corporation  
FY2015-2016 Administrative Budget Request: SC  
Teachers Loan Program *(For Approval)* Dr. Karen Woodfaulk
3. Coordination Between the SC Commission on Higher  
Education State Approving Agency and Apprenticeship  
Carolina for Registered Apprenticeship Establishments  
*(For Information, No Action Required)* Mr. Frank Myers
4. An Overview and Data Report on College Goal South  
Carolina *(For Information, No Action Required)* Ms. Catherine Sturm
5. Other Business Mr. Hood Temple
6. Adjournment

**South Carolina Commission on Higher Education  
Committee on Access & Equity and Student Services**  
1122 Lady Street, Suite 300  
Columbia, SC 29201

**Minutes of the Meeting  
Teleconference  
March, 11, 2015  
10:00 a.m.**

**Members Present**

Mr. Hood Temple, Chair (Phone)  
Ms. Terrye C. Seckinger (Phone)  
Ms. Leah Moody (Phone)

**Guests**

Dr. M. Evelyn Fields, Chair  
Department of Education  
SC State University

**Staff Present**

Dr. Karen Woodfaulk  
Ms. Elizabeth Caulder  
Ms. Lorinda Copeland  
Mr. Kevin Glears  
Mr. Gerrick Hampton  
Mr. Frank Myers  
Ms. Vickie Pratt  
Ms. Laverne Sanders  
Ms. Peggy Simons  
Ms. Catherine Team

Mr. Don Griggs  
College of Charleston

Ms. Wendy Watts  
Coastal Carolina

Mr. Joe Durant  
Florence-Darlington Technical College

Mr. Hank Fuller  
The Citadel

**1. Introduction and Approval of Minutes**

**-Mr. Hood Temple**

Mr. Hood Temple called the meeting to order. A **motion** was made (Seckinger), **seconded** (Temple), and **carried** to approve the minutes of September 30, 2014.

**2. Year Round Taskforce Guidelines (For Approval)**

**-Ms. Elizabeth Caulder**

Ms. Elizabeth Caulder reported that the public and independent institutions are working together to establish a process and guidelines for scholarships to be used for the summer term. Ms. Caulder stated that during the previous legislative session, a proviso was passed for full implementation of state scholarships to be used for the summer term.

Ms. Seckinger asked if each individual institution will decide the date when the reimbursement will occur. Ms. Caulder explained that state scholarship regulations provide that the student must be determined to be full-time in order to receive any type of award. Each institution will vary on how the disbursement will occur. She further stated that disbursement of funds will be dependent upon when the institution has verified the student's full-time status. Ms. Caulder explained that disbursements could be done earlier or later in the summer and the Commission staff will support each institution's disbursement process. She stated that once the institution has confirmed the student's full-time status, the institution can immediately request funds from the Commission.

Ms. Seckinger asked if a student is on probationary status with their scholarship and failed a class, would the student lose their scholarship for the summer term. Ms. Caulder replied that if a student is not eligible to receive a scholarship at the end of the spring term, the student would not be eligible to use the scholarship over the summer. She stated that the student would be able to attend during the summer in an effort to regain his or her scholarship. Ms. Caulder stated that if the student was eligible at the end of spring, the student would be eligible in the fall regardless of what happens in the summer.

The **motion** was made (Temple) to approve the proposed Year-Round Scholarship Policy Guidelines for dissemination to eligible institutions and **seconded** (Seckinger). The motion **carried**.

### **3. College Transition Program Guidelines (For Approval) -Dr. Karen Woodfaulk**

Dr. Karen Woodfaulk explained that the US Department of Education allowed for college transition Programs to be placed in higher education institutions around the nation for intellectually disabled students so that they could be part of the postsecondary experience. She stated that South Carolina presently has five of the fourteen college transition programs in the nation. Proviso 11.15, FY2013-2014, which became effective July 2013, allowed for funding in the amount of \$179,178 to be provided to college transition programs around the State. She stated that guidelines were needed to formalize a common structure for South Carolina's college transition programs. Dr. Woodfaulk stated that guidelines have been developed and a structure is now in place for awarding students. Dr. Woodfaulk stated that the current maximum amount awarded is \$7,000 per student and the method of awarding and invoicing the awards to the institutions is provided in the guidelines.

Mr. Temple asked about the definition of an intellectually disabled student and the background. Dr. Woodfaulk stated that these students are identified through the college transition programs at each institution as being disabled but capable of working, socializing and navigating within a postsecondary institution. She explained that such students are not expected to receive a bachelor's degree. Dr. Woodfaulk stated that the college transition programs are approved by the US Department Education to provide federal financial assistance to eligible students. She stated that the students are allowed to receive federal aid in addition to state aid. She said some students receive certificates while others may receive other types of recognition. She stated that some of the college transition programs are for four years and some may be for two years. Mr. Temple asked if a student could get through the pipeline and enroll into Clemson University. Dr. Woodfaulk replied that these students are not admitted into Clemson University to receive a bachelor's degree. She said these students are placed at a postsecondary institution to participate in the college experience. She stated that these students do not have to meet the institution's admission guidelines; therefore students are not placed at the institution to get into the pipeline to receive a degree. She said they are not counted into the college or university's student enrollment.

The **motion** was made (Seckinger) to approve the proposed College Transition Program Policy Guidelines for dissemination to the five eligible College Transition Programs and **Seconded** (Moody). The motion **carried**.

### **4. College Application Month (For Information, No Action Required) -Ms. Catherine Sturm**

Ms. Catherine Sturm provided a presentation on College Application Month and the 2014 results. She explained that the American College Application Month Campaign was launched by the American Council on Education. She stated that currently, this is a national effort that encompasses all of the

states. Ms. Sturm said the primary focus of the campaign is to increase the number of first generation and low income students entering postsecondary education. She stated the research findings showed that students are: 1) students are not applying to colleges that are a good match; and 2) students are not applying to enough colleges in their senior year. Ms. Sturm said there is a national effort to assist high school seniors in navigating the college admission process to ensure that each student is at least applying and submitting one college application. Ms. Sturm explained that South Carolina's statewide effort began in 2009.

Ms. Sturm shared three College Application Month formats that were used around the state this year along with the results that generated from each (one day event, one week event and one month event).

Ms. Sturm provided a data chart displaying program results from 2009-2014. She shared that in 2014, 214 high schools hosted College Application Month events statewide, approximately 43,931 high school seniors are enrolled in those high schools and from that number 20,416 participated as recorded from sign in sheets reported by each site coordinator. Approximately 26,907 applications were submitted by the high school seniors who participated in a College Application Month event.

Ms. Sturm reviewed the results of the College Application Month study survey (n=8,505) that focused on gender, race/ethnicity, first in family, application status and completion of applications. Lastly, Ms. Sturm presented a brief overview of the STEP 1 – STEP 2 process to college access which originated in 2009 at the Commission.

Ms. Seckinger inquired about the percentage of eligible seniors participating in College Application Month. Ms. Sturm replied that the number of students who participated in College Application Month events is 20,416 and this is 46% of the total number of enrolled high school seniors according to the high school counselors. She said there were approximately 90 high schools that did not participate in College Application Month events. Among the 90 high schools, Commission staff will focus on reaching the thirteen public high schools next year which includes the SC School for the Deaf and the SC School for the Blind. The remaining 77 high schools include Career Centers, Alternative and Correctional high school programs, and schools that have a 12<sup>th</sup> grade senior class.

**5. Veterans Access, Choice and Accountability Act of 2014, Section 702 (Veterans Choice Act)**  
(For Information, No Action Required)

**-Mr. Frank Myers and  
Mr. Gerrick Hampton**

Mr. Frank Myers reported that presently there are four states in compliance with Section 702 of the Veterans Choice and Accountability Act (Veterans Choice Act). He stated that the four states in compliance with Section 702 are Texas, Georgia, Wisconsin, and Kentucky. Mr. Myers said the State Approving Agencies will have to withdraw approval for Chapter 30 and Chapter 33 recipients at the public institutions that are not in compliance with Section 702. He stated that this section of the Veterans Choice Act will not apply to the other chapters such as Chapter 35, Chapter 1606 and 1607. Mr. Gerrick Hampton provided a legislative update regarding SC compliance with Section 702 of the Veterans Choice Act. He stated that currently South Carolina's law does not allow for a veteran to receive in state tuition if there is no intent to be a South Carolina resident prior to being discharged from military service. Mr. Hampton said if the veteran does not show intent prior to discharge, the veteran would then have to comply with the state's twelve month physical presence requirement. He said that in order to bring South Carolina into compliance with Section 702, the proposed legislation must be approved by the General Assembly. He stated there are two bills in the General Assembly related to this issue. Mr. Hampton stated that one bill, Senate Bill S.391, mirrors Section 702 of the Veterans Choice Act. This bill is presently being discussed in the Senate Education Committee.

Mr. Hampton stated House Bill H.3037 does not mirror the Veterans Choice Act and allows for a veteran to be treated as a South Carolina resident if the veteran shows a intent to be a South Carolina resident. The legislation has passed the SC House of Representatives and has moved over to the Senate Education Committee for discussion. Ms. Leah Moody asked what would be the effect on South Carolina if the State does not go along with the federal statute. Dr. Woodfaulk explained that if the South Carolina General Assembly does not approve a statutory change to its current legislation, the state of South Carolina will not be in compliance with federal law. She said the state has until July 1, 2015 to be in compliance. She stated the federal and state law must be exactly the same. Dr. Woodfaulk said if South Carolina is not in compliance, the VA will disapprove benefits to those individuals who are presently receiving Chapter 30 or Chapter 33 benefits at public institutions whether the veteran is an in state or out of state resident. Mr. Hank Fuller, Director of Financial Aid, The Citadel, stated that the VA provided feedback on these bills. He asked if the SC House Bill was acceptable. Mr. Hampton replied that it was not acceptable and the Commission was informed by the VA that the House bill was not in compliance with Section 702 of the Veterans Choice Act.

**6. FY 2015 EIA Funded Teacher Recruitment Project: -Dr. Karen Woodfaulk  
Program for the Recruitment and Retention of  
Minority Teachers (SC-PRRMT) Updates (Schedule  
For Quarterly Updates)**

Dr. Woodfaulk stated that at the November 6, 2014 Commission meeting, the Commission requested to have a quarterly report from SC State University (SCSU) SC-PRRMT program regarding their proposed Expansion Plan. She explained the SC-PRRMT Expansion Plan and the conditions SC-PRRMT set forth in the Expansion Plan. Also, she stated that under the approved conditions, the program will allow for the students to receive the entire amount of approved funds and there will be no funding for administration of the program. She said that SC-PRRMT will have a one year probationary period in which the University will need to comply with the plan to include the expansion sites. She stated that SC-PRRMT had no conflicts with the proposed dates for the quarterly updates.

Ms. Seckinger asked if loan forgiveness and forfeitures are documented by SC-PRRMT. Dr. Evelyn Fields responded that loan forgiveness and forfeitures are documented as soon as they are received. Dr. Fields stated that the school districts have to provide the information to SC-PRRMT. Ms. Seckinger asked if there is documentation as to when a teacher forfeits his/her loan forgiveness. Dr. Fields stated that it is separated out to the year of graduation. Ms. Seckinger asked if the teachers are tracked, and does the program receive information as to why they leave the teaching profession. Dr. Fields stated that a survey is sent out to the teachers. Dr. Fields said this data is kept by SCSU because of Title III funding requirements which must be reported to the federal government. Dr. Fields stated that SC-PRRMT has some data about when teachers leave the teaching profession and why they leave. Ms. Seckinger stated that this data would be good information to share with the Commission. Ms. Seckinger asked if SC-PRRMT has a mentoring program that allows a faculty member to be assigned to a graduate student, and in turn, allows the graduate student to call in with any questions that he/she may have. If a program does not exist, would it be possible for SC-PRRMT to consider implementing a program. Dr. Fields stated that SC-PRRMT does not have a mentoring program. She said they can certainly look into implementing a mentoring program. Dr. Fields stated that because SC-PRRMT program is such a hands on program, their advisors are very instrumental in working with their students.

Ms. Seckinger asked if SC-PRRMT has requested evaluations from the principals of these schools regarding how SC-PRRMT's teachers are performing in the classrooms. Dr. Fields stated SC-PRRMT does not receive evaluations automatically. She said they receive information from Orangeburg School

District and the surrounding area because of the University's close proximity to the schools. Ms. Seckinger asked if the sites that were projected for Clarendon, Horry, Marion and Marlboro Counties for this year are up and running. Dr. Fields responded that she was not sure about the Marlboro County site, but the other sites are up and running. Ms. Seckinger asked how many students were at those sites that were up and running. Dr. Fields stated that she did not have that information.

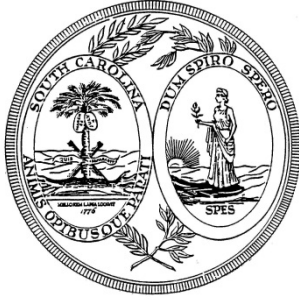
Ms. Seckinger asked if SC-PRRMT collaborated with other programs such as the Center for Educator Recruitment, Retention and Advancement (CERRA) and the Call Me Mister program. Dr. Fields replied that there was collaboration with the Call Me Mister program at SC State University. In addition, Ms. Reinell Thomas-Myers collaborates with CERRA. Ms. Seckinger asked how many students from the Call Me Mister program are also in SC-PRRMT. Dr. Fields responded that there are four students in the Call Me Mister Program at SCSU who participate in SC-PRRMT. Ms. Seckinger inquired about the development of online SC-PRRMT sites around the state. Dr. Fields stated that SC-PRRMT has used a combination of hands on, Blackboard and satellite platforms. Ms. Seckinger asked if students sign a document that provides information about loan forgiveness upon graduation. Dr. Fields stated that the students sign a document through the Clinical Experience Office at SCSU. Ms. Seckinger asked if the SC-PRRMT online sites that were listed in the Expansion Plan report are presently operational. Dr. Fields stated they were not in operation. She stated that Ms. Thomas-Myers is working with the Information Technology Office concerning the online SC-PRRMT sites. Ms. Seckinger stated that the SC-PRRMT sites were supposed to be operational in FY 2015-16. Dr. Fields stated that SC-PRRMT is in the process of getting this done.

Mr. Temple requested that Dr. Fields keep the Commission up to date on their progress. Ms. Seckinger stated that this program is being monitored. Ms. Seckinger stated that she believes it is important for the Commission to take a look at the online sites in the Expansion Plan report to the Commission, all of SC-PRRMT's implementation and if any changes should be made to the program. Ms. Seckinger made a motion to have the Commission approve any changes to the program. Mr. Temple stated that this proposal has already being approved previously by the Commission. Dr. Woodfaulk stated that the 2014 Expansion Plan was approved by the Commission and any changes or additions must be approved by the Commission. Ms. Seckinger asked what has not been done at this point that needs to be done as stated in the Expansion Plan. Mr. Temple asked Dr. Woodfaulk to follow up on this. Dr. Woodfaulk stated that follow up will be done for FY2015-16.

## **7. Other Business and Adjournment**

With no further business, Mr. Temple adjourned the meeting at 11:00 a.m.

Respectfully submitted,  
*Laverne Sanders*  
Laverne Sanders  
Recording Secretary



# South Carolina Commission on Higher Education

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Ms. Julie J. Carullo  
Interim Executive Director

May 12, 2015

## MEMORANDUM

TO: Mr. Hood Temple, Chair, and Members,  
Committee on Access & Equity and Student Services

FROM: Dr. Karen Woodfaulk, Director  
Student Affairs

### **Consideration of SC Student Loan Corporation FY2015-2016 Administrative Budget Request SC Teachers Loan Program**

#### **Background**

The General Assembly established the South Carolina State Education Assistance Authority in 1971, authorizing this entity to provide financial assistance to students through ensuring and guaranteeing student loans to South Carolina residents. The Authority is a public instrumentality of the State of South Carolina and is governed by its members, who are by state statute, members of the State Budget and Control Board.

In providing such financial assistance, the Authority has acted through its contractual agent, the South Carolina Student Loan Corporation, a private, non-profit corporation headed by its own Board of Directors. In 1973, the Corporation was incorporated for the purpose of acting as the agent of the Authority in performing the functions of making, handling, servicing and providing information about student loans.

In June 1984, the General Assembly designated the Student Loan Corporation as administrator of the South Carolina Teachers Loan Program, a program established by the Education Improvement Act (EIA) of 1984 to assist students who wished to become certified teachers in the state in geographic or subject areas of critical need. These loans, first offered to qualified students in 1985, may be canceled at a rate of 20 percent per year for each full year of teaching in a critical area in South Carolina.

The General Assembly authorized the Commission on Higher Education (CHE) to establish regulations to govern the SC Teachers Loan Program. The regulations charge the Commission with two primary responsibilities: 1) approval of the Corporation's annual operating budget associated with administering the Teachers Loan Program; and 2) approval of the appropriation request for loans distributed through the Teachers Loan Program.

## Proposed Administrative Budget for FY2015-16 and Explanation

The following table presents information regarding the previous FY2014-15 budget request, estimated actual costs for FY 2014-15, the cost difference between the amount budgeted in FY2014-15 and estimated actual costs for FY2014-15, the Student Loan Corporation's **proposed FY2015-16 operating budget** for administration of the SC Teachers Loan Program, and finally, the percent difference between the amount requested for FY 2014-15 versus the budget request for FY2015-16.

<b>Item</b>	<b>FY 2014-15 Budgeted</b>	<b>Estimated Actual FY 2014-15</b>	<b>(Over)/Under</b>	<b>FY 2015-16 Proposed Budget</b>	<b>% increase vs. FY14 Budgeted</b>
<b>Personnel Expenses</b> (salaries/fringes/ social security/group insurance/ retirement/ unemployment)	\$233,950	\$228,300	\$5,650	\$235,600	+0.71%
<b>Contractual Expenses</b> (information technology/ accounting)	28,755	28,830	(-75.)	30,610	+6.45%
<b>General Operating</b> (rent/telephone/ printing/ postage/supplies/ equipment lease/ maintenance/ insurance – general and auto/)	54,440	52,560	1,880	53,240	-2.20%
<b>TOTAL</b>	\$317,145	\$309,690	\$7,455	\$319,450	+0.73%

The first two columns in the table display the budget approved by CHE for FY2014-15 and estimated actual expenditures for FY2014-15. The estimated FY2014-15 actual expenditures, which are expected to total \$309,690, are estimated to be less than the amount budgeted for FY2014-15 (\$317,145). The third column displays the difference in the amount of \$7,455 (estimate) by the close of FY2014-15 on June 30, 2015. The fourth column, totaling \$319,450, is the SC Student Loan Corporation's FY2015-16 budget request for administration of the SC Teachers Loan Program to be presented to the Corporation's Board of Directors for approval on May 5, 2015. The last column shows the percent difference between the Corporation's FY2015-16 budget request from the previous year's budget (FY2014-15) approved by CHE. The FY2015-16 budget request in the amount of \$319,450 represents a 0.73% (\$7,455) increase from the previous year's budget request. (**See Attached for detailed budget**).

Under the category of Personnel Expenses (Staff Salaries, Social Security, Group Insurance, Retirement and Unemployment), the FY2015-16 budget request is \$235,600 which is an overall 0.71% increase from the previous FY2014-15 budgeted amount (\$233,950). Increases within this budget category are reflected under staff salaries in the amount of \$167,270 (1.38% increase), retirement in the amount of \$32,360 (1.66% increase) and unemployment in the amount of \$840 (6.33% increase). Defined employee benefit program expenses (retirement) are subject to market fluctuations which



drive costs (up or down annually). Social security costs will decrease to \$12,550 (-0.68%) and group insurance costs are expected to decrease to \$22,580 (-4.69%). Since 2012, the Corporation's long term strategic plan to automate several processes has continued to control costs associated with salaries, benefits, group and unemployment insurance. At the close of FY2014-15, the estimated actual Personnel Expenses are expected to be \$228,300.

The proposed FY2015-16 budget request for Contractual Expenses is \$30,610 which reflects an overall 6.45% increase from the previous year's budget request under this category. The FY2015-16 budget request for information technology services is \$27,060 (6.68% increase) due to required annual fees for upgrading software. The Corporation, through the State of South Carolina Auditors' Office, changed auditing firms in FY2013-14 which resulted in a 7.6% increase in accounting services during FY2014-15 (\$3,390). This year, costs for accounting services are expected to moderately increase by 4.72% (\$3,550). It is anticipated that at the close of FY2014-15, the estimated Contractual Expenses will be \$28,830 which is slightly over the amount budgeted for FY2014-15.

The Student Loan Corporation's FY2015-16 budget request for General Operating Expenses is \$53,240 (-2.20% decrease). This year's budget request for rent (\$8,760) remains the same as the Corporation's budget request for FY2014-15. The FY2015-16 budget request shows a -9.79% decrease in telephone costs (\$6,080) and a -10.70% decrease in postage costs (\$26,200) from the previous fiscal year. This year's budget request for printing costs (\$3,250) shows a 113% increase from FY2014-15. The Corporation included anticipated costs in FY2015-16 associated with printing a SC Teachers Loan Program brochure for statewide dissemination. Equipment lease/maintenance expenses for FY2015-16 will increase 14.58% (\$5,500), and insurance - general & auto expenses - will increase 10.0% (\$1,650). At the close of FY2014-15, the estimated actual General Operating Expenses are expected to be \$52,560.

The Corporation's FY2015-16 budget request for the South Carolina Teachers Loan Program in the amount of \$319,450 reflects an overall 0.73% increase from the previous year's budget request (\$317,145). The use of automated systems, when possible, continues to help maintain overall administrative costs at moderate levels. Overall, the Corporation has reduced administrative expenses from \$465,600 in FY2007-2008 to the present budget request of \$319,450 for FY2015-16.

### **Recommendation:**

The staff recommends that the Committee on Access & Equity and Student Services commend favorably to CHE approval of the SC Student Loan Corporation's FY2015-16 proposed budget in the amount of \$319,450 for administration of the SC Teachers Loan Program. This recommendation is contingent on the SC Student Loan Corporation's Board approval on May 5, 2015 of the proposed FY2015-16 budget as submitted to the CHE.

**Loan Originations**  
P.O. Box 102405  
Columbia, SC 29224



**Repayment Services**  
P.O. Box 102423  
Columbia, SC 29224

8906 Two Notch Rd. • Columbia, SC 29223  
www.scstudentloan.org • 800-347-2752 • 803-798-0916

April 16, 2015

Ms. Julie Carullo  
Interim Executive Director  
S.C. Commission on Higher Education  
1122 Lady Street, Suite 300  
Columbia, SC 29201

Dear Ms. Carullo:

I am enclosing for your review and approval by the Commission on Higher Education, the proposed budget for 2015-16 for administration of the Teachers Loan Program. This budget will be reviewed and approved by our Board of Directors of the Corporation at its Annual Meeting on May 5th.

In the first two columns below I have summarized the budgeted and estimated actual expenditures for the 2014-15 fiscal year. The third column, totaling \$319,450, is the amount proposed by the Corporation for 2015-16.

OPERATING EXPENSES FOR  
TEACHERS LOAN PROGRAM

	FY 14-15 <u>Budgeted</u>	Estimated <u>Actual</u>	FY 15-16 <u>Proposed</u>
Personnel (salaries and benefits)	\$233,950	\$228,300	\$235,600
Contractual Services (IT/Accounting)	28,755	28,830	30,610
Other Operating (Postage, Telephone, etc.)	54,440	52,560	53,240
<b>TOTAL</b>	<b>\$317,145</b>	<b>\$309,690</b>	<b>\$319,450</b>

If I may provide any further information regarding either proposed or actual expenditures, please do not hesitate to call me.

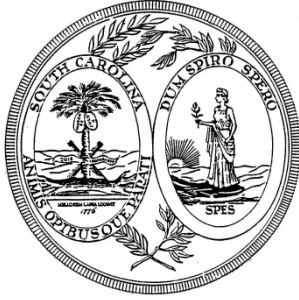
Sincerely,

Charlie C. Sanders, Jr.  
President & CEO

Enclosure

**South Carolina Student Loan Corporation**  
**Contractual Services Budget for**  
**South Carolina Teacher Loan Program**  
**2015-2016**

	<u>2014-15</u>			<u>2015-16</u>		
	<u>Budgeted</u>	<u>Estimated Actual</u>	<u>(Over)/ Under</u>	<u>Proposed</u>	<u>% Incr vs 15 Bud</u>	<u>% Incr vs 15 Est</u>
<b><u>OPERATING EXPENSES</u></b>						
<b>Personnel Expenses:</b>						
Staff Salaries	165,000	161,700	3,300	167,270	1.38%	3.44%
Social Security	12,636	12,120	516	12,550	-0.68%	3.55%
Group Insurance	23,692	21,020	2,672	22,580	-4.69%	7.42%
Retirement	31,832	32,650	(818)	32,360	1.66%	-0.89%
Unemployment	790	810	(20)	840	6.33%	3.70%
<i>Total Personnel Expenses</i>	<u>\$ 233,950</u>	<u>\$ 228,300</u>	<u>\$ 5,650</u>	<u>\$ 235,600</u>	0.71%	3.20%
<b>Contractual Expenses:</b>						
Information Technology	25,365	25,530	- (165)	27,060	6.68%	5.99%
Accounting	3,390	3,300	90	3,550	4.72%	7.58%
<i>Total Contractual Expenses</i>	<u>\$ 28,755</u>	<u>\$ 28,830</u>	<u>\$ (75)</u>	<u>\$ 30,610</u>	6.45%	
<b>General Operating Expenses:</b>						
Rent	8,760	8,760	-	8,760	0.00%	0.00%
Telephone	6,740	6,060	680	6,080	-9.79%	0.33%
Printing	1,520	3,170	(1,650)	3,250	113.82%	2.52%
Postage	29,340	26,000	3,340	26,200	-10.70%	0.77%
Supplies	1,780	1,750	30	1,800	1.12%	2.86%
Equipment Lease/Maintenance	4,800	5,320	(520)	5,500	14.58%	3.38%
Insurance- General & Auto	1,500	1,500	-	1,650	10.00%	10.00%
Other Expenses	0		-			
<i>Total General Operating Exp</i>	<u>\$ 54,440</u>	<u>\$ 52,560</u>	<u>\$ 1,880</u>	<u>\$ 53,240</u>	-2.20%	1.29%
<b><i>Total Operating Expenses</i></b>	<u>\$ 317,145</u>	<u>\$ 309,690</u>	<u>\$ 7,455</u>	<u>\$ 319,450</u>	0.73%	3.15%
<b>Total Expenditures</b>	<u><u>\$ 317,145</u></u>	<u><u>\$ 309,690</u></u>	<u><u>\$ 7,455</u></u>	<u><u>\$ 319,450</u></u>	<b>0.73%</b>	<b>3.15%</b>



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Interim Executive Director

May 12, 2015

## **MEMORANDUM**

To: Mr. Hood Temple, Chair and Members  
Committee on Access & Equity and Student Services

From: Dr. Karen Woodfaulk, Director  
Student Affairs

### **Coordination Between the South Carolina Commission on Higher Education State Approving Agency and Apprenticeship Carolina for Registered Apprenticeship Establishments**

According to the Department of Veterans Affairs Transition Assistance Program (DVATAP) at Beaufort Marine Corps Air Station, a South Carolina military installation, service members of the United States Armed Forces are returning home looking for employment to supplement their income from the military (Beaufort Marine Corps Air Station, September 18, 2014). Veterans Post-9/11 GI Bill (Chapter 33), Montgomery GI Bill (MGIB-AD/Chapter 30), Montgomery GI Bill Selected Reserve (MGIB-SR/Chapter 1606), Reserve Educational Assistance Program (REAP/Chapter 1607) and Survivors and Dependents' Educational Assistance Program (DEA/Chapter 35), who have selected the option of using their GI Bill educational benefits to obtain a vocational objective can do so if their employers participate in the Apprenticeship (APP) or On-the-Job training (OJT) programs approved by the Department of Veterans Affairs (DVA). APP and OJT programs also provide an opportunity for veterans to earn a stipend from the VA and also earn wages from the employer while they learn a vocational skill. Entitlements that are used in the APP and OJT programs, licensure and certifications are subtracted from the GI Bill educational benefits.

The South Carolina Commission on Higher Education State Approving Agency (CHE SAA) staff met with Mr. Brad R. Neese, Director of Apprenticeship Carolina, on February 20, 2015 to discuss a possible collaboration between Apprenticeship Carolina and the CHE SAA. Apprenticeship Carolina is a division of the South Carolina Technical College System that provides technical assistance to employers in South Carolina to become registered apprenticeship establishments. During the February 20, 2015 meeting, the CHE SAA staff provided information to Mr. Neese and apprenticeship SC staff about the requirements for employers to become approved as a registered apprenticeship facility to offer veterans education and training to their veteran employees.

In addition, on February 26, 2015, the State Approving Agency participated in the first Operation Palmetto Employment (OPE) Summit. OPE is a statewide initiative launched by Governor Nikki Haley and supported by the SC National Guard and the SC Department of Employment and Workforce, and is committed to helping SC service members, family members and veterans find meaningful civilian careers. The OPE Summit provided information on how to

seek and why should they hire veterans. For more information on OPE, please visit the website address listed below:

[https://www.google.com/?gws\\_rd=ssl#q=operation+palmetto+employment.](https://www.google.com/?gws_rd=ssl#q=operation+palmetto+employment)

As a follow up to the February 20<sup>th</sup> and February 26<sup>th</sup> meetings, Apprenticeship Carolina and the CHE SAA staff met on March 18, 2015. The purpose of this meeting was to involve additional key stakeholders including Ms. Julie Harden, South Carolina Department of Veterans Affairs Education Liaison Representative (ELR), Mr. Marlin Bodison, Veteran Services Director for the Department of Employment and Workforce and Mr. John Govan, SC National Guard Employment Services. During the meeting on March 18, 2015, these agency representatives provided an overview of the services that are provided to the employers and veterans in South Carolina. Further, the intent of this meeting was to focus on establishing communication, learn the functions of each agency and how to interconnect our services to companies that hire veterans, identify what should be discussed when implementing an APP program and to provide information about the SAA's and the Department of Veterans Affairs' (DVA) approval processes for employers to become approved registered apprenticeship establishments under Title 38 CFR 21.4261. The following representatives provided information regarding their agency's functions:

Mr. Frank Myers - Function/Role of the South Carolina Commission on Higher Education State Approving Agency:

- The SAA approves programs where veterans and those eligible for VA education benefits (under Title 38, US Code, Chapters 30, 32, 33, 35, 36, and Title 10 US Code, Chapter 1606 and 1607) can achieve quality training in either an educational, professional, or vocational objective.
- The focus of the SAA is the review, evaluation, and approval of quality programs under both the State and Federal criteria.
- The SAA provides technical assistance to employers developing training programs and with the approval process to ensure the organization meets both state and federal criteria under Title 38 CFR 21.4261 and 21.4262 (Exhibit A).
- Note: Apprenticeship programs can run from six (6) months to five (5) years. OJT programs can run from six (6) months to 24 months.

Ms. Julie Harden - Function/Role of the Department of Veterans Affairs as an Education Liaison Representative:

- Reviews and approves (disapproves if warranted) all approval documents submitted by the State Approving Agency to ensure the approval criteria was met under Title 38 CFR
- Approves federal programs for the GI Bill educational program.
- Conducts compliance survey and technical assistance visits at approved colleges, universities, apprenticeship and on-the-job training establishments.
- Note: A brochure was disseminated which included information regarding education benefits available to veterans and the type of programs the education benefit can cover.

Ms. Teri Luther - Function/Role of Apprenticeship Carolina:

- Apprenticeship Carolina is housed within the SC Technical College System Office.
- Apprenticeship Carolina will create the apprenticeship program for the employer,
- prepare paperwork for approval by the Department of Labor, and provides technical assistance after approval.
- Approved apprenticeship companies that have registered apprenticeships receive a \$1,000 South Carolina tax credit every year up to four years.

Mr. Marlin Bodison - Function/Role of the Department of Employment and Workforce:

- An overview was provided regarding jobs for Veterans State Grants which has two mandated programs:
  - The Disabled Veterans' Outreach Program (DVOP) Specialists provide intensive services to veterans with significant barriers to employment;

- The Local Veterans' Employment Representatives (LVER) conducts employer outreach and job development in the local community.
- The Department of Employment and Workforce are mandated to leverage other programs that serve veterans.
- The Department of Employment and Workforce representatives travels to all regions of the state and meets with business services teams to inform them of the services that are provided by the LVERS, Apprenticeship Carolina and Operation Palmetto Employment.

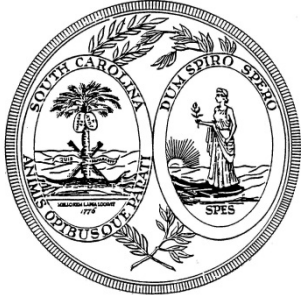
Mr. John Govan - Function/Role of the South Carolina National Guard Employment Services (SCNGES):

- Employment Advisors for SCNGES Advisors work as individual case managers, assigned per statewide region to help unemployed Service and Family Members find and pursue the right career.
- The first point of contact for resume review and interviewing skills, job fairs and hiring events, access to relevant education and workforce training benefits, and more - see more at: <http://www.scguard.com/smfc/employment-services/#sthash.u3FXtZhu.dpuf>.

The March 18, 2015 meeting led the CHE SAA staff to coordinate efforts with Apprenticeship Carolina to ensure all registered apprenticeship establishments are well informed of the CHE SAA and DVAs' approval processes for participating in veterans' education and training. Creating a partnership with Apprenticeship Carolina and with other agencies will expedite the request for approval to the ELR and will also help veterans who are eligible to receive their GI Bill benefits.

All participants representing South Carolina agencies that approve apprenticeships and OJT programs agreed to meet at least once per quarter to discuss best practices for assisting veterans and to provide an update on newly assigned registered apprenticeship employers approved to offer veterans education and training.





# South Carolina Commission on Higher Education

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Interim Executive Director

## **MEMORANDUM**

**TO:** Commissioner Hood Temple, Chair, and Members,  
Access & Equity and Student Services Committee

**FROM:** Dr. Karen Woodfaulk, Director  
Student Services Division

### **An Overview and Data Report on College Goal South Carolina 2015**

#### **Background**

In the summer of 2006, the South Carolina Commission on Higher Education (CHE) was awarded a three-year grant from the Lumina Foundation, a non-profit education policy foundation committed to increasing the number of Americans with high-quality degrees, certificates and other credentials, to implement College Goal Sunday in South Carolina. College Goal Sunday, which aims to increase the number of college-bound students who complete the Free Application for Federal Student Aid (FAFSA), was initially piloted in South Carolina along the I-95 corridor (17 counties) which stretches from Jasper County to Marlboro County.

Today, College Goal South Carolina (CGSC) is funded by USA Funds, a foundation that supports initiatives that focus on preparing students for college and employment. CGSC is administered statewide by CHE staff and supported by the South Carolina Association of Student Financial Aid Administrators (SCASFAA). CGSC has evolved into a true statewide effort and is the second step in the "Step 1-Step 2" college access process. This process includes two important steps to accessing higher education: Step 1 (applying to college) and Step 2 (paying for college).

CGSC is an annual event hosted during the month of February which provides one-on-one assistance to students and families/guardians who are completing the FAFSA. Additionally, the FAFSA can be a prerequisite for qualifying for the SC Need-based Grant and other state and private financial assistance. Students receive assistance from financial aid administrators at SC's public and independent colleges and universities in completing and submitting the FAFSA during these events. Students are also provided information on state scholarship programs, as well as information about the state's public and independent two and four-year higher education institutions.

## **Program Model: College Goal South Carolina**

Higher education institutions, high schools and libraries around the state register to host CGSC events each year through CHE. Each individual site consists of an event team that includes: 1) a site coordinator (a financial aid director employed at the hosting site and/or SCASFAA member, a school counselor or SC GEAR UP graduation coach employed at the hosting high school, or a counselor employed by a SC TRiO program); 2) financial aid staff from higher education institutions in the state and; 3) community business volunteers (professionals in tax preparation and/or financial aid).

Similar to College Application Month's model, students and parents/guardians who attend these events receive one-on-one assistance from financial aid professionals and community business volunteers in an effort to assist with case-by-case questions pertaining to filling out and submitting the FAFSA form during a CGSC session. These sessions are hosted during the month of February each year. Some are hosted after school hours during the week but the standard model that is used at several sites is hosting event during one Saturday from 10:00am – 2:00pm in February. Several sites will host additional events at satellite locations to provide additional opportunities for students and parents/guardians in their community to receive assistance with their FAFSA form. And others will hold appointment times during the month of February to ensure their students/families who were unable to attend an event had the opportunity to receive assistance during the school day. Once a student and parent/guardian is finished with their CGSC session, they complete the participant survey USA Funds Participant Survey and sign out of the event.

## **Overall Results of College Goal SC 2015**

During February 2015, CGSC events were hosted in 38 higher education institutions, high schools and libraries throughout S.C. A total of 1045 students and parents/guardians participated in these statewide events (reported by sign-in sheets from each location). Out of the total number of participants, 642 (61%) reported as a college-bound student or current senior in high school and 526 (50%) completed the USA Funds Participant Survey. From those 526 who completed the participant survey, 305 students reported they submitted a FAFSA form. **(Attachment I)**

## **Evaluation of the Data**

The online participant survey (n=526) provided data from the CGSC sites that focused on survey participation by event site, value of assistance received, primary reason for attending an event, accomplishment during the event, assistance received rating, awareness of CGSC events, translator assistance, FAFSA completion, participation in CGSC and the likelihood of enrolling into postsecondary education (two or four year) within the next year, reasons the FAFSA was not completed during the CGSC session, access to computer/internet outside of CGSC event to complete FAFSA, estimated family contribution (EFC) amount, available volunteers, materials brought to CGSC event, completion of participant survey, name of high school, grade level status, previous participation in a College Application Month event, previous enrollment at a



college or university, highest level of education planned to achieve, gender, birthdate, highest level of education completed by parents/guardians or primary care giver, race and ethnicity, military status, household income and live in members, foster care youth, physical disabilities and was the participant survey completed by web or paper.

*\*It is important to note that participants were not required to answer all questions.*

Out of a total n=526 completed USA Funds Participant Survey responses:

- 97% (of 524 responses) reported the assistance they received from CGSC was worth the effort of attending
- 76% (of 526 responses) reported their primary reason of attending was to complete the FAFSA
- 94% (of 524 responses) reported they accomplished what they came to do, 77% (of 523 responses) rated the assistance they received “excellent”
- 55% (of 523 responses) learned about CGSC from a high school (e.g. teacher, counselor, poster, publication, etc.)
- 1% (of 519 responses) reported they required assistance from a translator
- 59% (of 520 responses) reported they submitted the FAFSA during their session
- 66% (of 516 responses) reported their participation in CGSC increased the likelihood they will enroll in a higher education institution within the next year
- 51% (of 205 responses) reported they did not bring enough information to complete the FAFSA that day
- 91% (of 209 responses) have access to a computer/internet outside of the event to complete the FAFSA
- 64% (of 189 responses) left the EFC question blank
- 99% (of 520 responses) reported there were enough volunteers to receive assistance, top three items brought to a CGSC event was social security number, driver’s license, and parents federal income tax return
- 85% (of 499 responses) reported they completed the survey as a college-bound student,
- 79% (of 502 responses) reported they were currently enrolled in a high school,
- 83% (of 392 responses) reported they were a high school senior
- 40% (of 506 responses) participated in a College Application Month 2014 event
- 74% (of 505 responses) reported they were not currently enrolled at a college or university
- 52% (of 510 responses) reported they aim to complete a Bachelor’s (4-year) degree
- 62 % female/38% male (of 511 responses)
- 81% (of 430) provided their birthdate
- 38% (of 515 responses) reported their primary caregiver had a high school degree or GED
- 92% (of 486 responses) identified as Hispanic, Latino, or Spanish origin
- 55 reported as Black/African American/African and 44% reported as White% (of 500 responses)
- 1% (of 506 responses) reported some type military experience
- 21% (of 507 responses) did not know their household annual income followed by 17% reporting under \$10,000
- 93% (of 493 responses) reported number of household members
- 3% (of 510 responses) reported they were currently in foster care of was once placed in foster care

- 19% (of 52 responses) reported to have a hearing impairment
- 23% reported a visual impairment not including contact lenses, 4% reported mobility/orthopedic impairment and 65% reported “other”
- 95% (of 308 responses) completed the web-based version of USA Funds Participant Survey.

### **Step 1 – Step 2 Process**

Once high school seniors complete and submit college applications during College Application Month (Step 1), the second step for high school seniors is to seek sources to help pay for postsecondary education. For several students in SC, timely completion and submission of the FAFSA is an essential part of this college access process. CGSC (Step 2) is the second step to the college access process.

## Attachment

### College Goal South Carolina 2015 Site Locations

<b>Event locations</b>	<b>Total students and parents/guardians by site</b>	<b>College-bound student</b> (entered on sign-in form reported by site coordinator)	<b>% of total participants were reported college bound students</b>	<b># of FAFSAs submitted</b> (n-526 reported on participant survey)
Aiken Technical College	23	11	48%	3
Andrews High School	29	23	79%	*
Bluffton High School (Technical College of the Lowcountry hosted)	33	17	52%	5
C.E. Murray High School (SC GEAR UP)	12	5	42%	4
Central Carolina Technical College (Sumter location, FE Dubose location, Kershaw location, and Lee location)	66	49	74%	35
Central High School (USC Lancaster hosted)	9	4	44%	2
Clafin University	4	1	25%	2
Columbia International University	2	1	50%	1
Estill High School (SC GEAR UP)	15	8	53%	4
Francis Marion University	10	6	60%	15
Goose Creek High School	37	16	43%	1
Greenville Technical College	3	2	67%	1
Horry Georgetown Technical College (Georgetown location and Conway Campus location)	140	106	76%	62
Midlands Technical College	63	30	48%	14
Northeastern Technical College	5	4	80%	5
Rock Hill (USC Lancaster hosted)	4	4	100%	0
Spartanburg Community College (Cherokee County Campus location)	25	11	44%	13
St. John's High School (SC GEAR UP)	7	1	14%	1
Technical College of the Lowcountry	16	8	50%	7
Timberland HS (Trident Technical College hosted)	24	15	63%	0
Tri County Technical College (Anderson Campus location)	5	5	100%	5
Tri-County Technical College (Easley Campus location)	23	11	48%	10
Tri-County Technical College (Main Campus location)	12	8	67%	1
Trident Technical College	26	12	46%	16
Trident Technical College (Berkeley location)	14	8	57%	*
TriO - Richland Public Library	104	62	60%	6
University of South Carolina Lancaster	21	18	86%	10
University of South Carolina Union	17	14	82%	16
University of South Carolina Upstate	16	10	63%	13
Waccamaw High School	14	4	29%	2
Wade Hampton High School (Technical College of the	38	17	45%	1

Lowcounty hosted)				
Williamsburg Technical College	77	75	97%	10
Wilson High School (SC GEAR UP)	28	17	61%	11
York Technical College	106	59	56%	18
OTHER (did not click an event location on USA Funds survey)	17	*	*	11
<b>TOTAL</b>	<b>1045</b>	<b>642</b>	61%	<b>305</b>

*\*Although the sign-in information was collected by the site coordinator, the information for the data field was not reported on the participant survey.*