



# South Carolina Commission on Higher Education

Brig Gen John L. Finan, USAF (Ret.), Chair  
Dr. Bettie Rose Horne, Vice Chair  
Ms. Natasha M. Hanna  
Ms. Elizabeth Jackson  
Dr. Raghu Korrapati  
Ms. Leah B. Moody  
Vice Admiral Charles Munns, USN (ret.)  
Mr. Kim F. Phillips  
Mr. Y. W. Scarborough, III  
Dr. Jennifer B. Settlemyer  
Mr. Hood Temple  
The Honorable Lewis R. Vaughn

Dr. Richard C. Sutton,  
Executive Director

## AGENDA

**Access & Equity and Student Services Committee  
Main Conference Room  
Tuesday, July 23, 2013  
10:00 a.m.**

Introductions

Mr. Hood Temple, Chair  
Access & Equity and Student  
Services Committee

Consideration of FY 20013-14 Administrative Budget  
SC Teachers Loan Program  
SC Student Loan Corporation

Dr. Karen Woodfaulk

2012 College Application Month  
2013 College Goal SC

Ms. Catherine Team

Other Business

Mr. Hood Temple

Adjournment

**South Carolina Commission on Higher Education  
Access & Equity and Student Services Committee  
Minutes of the Meeting**

**Main Conference Room  
Monday, September 17, 2012  
1:00 p.m.**

**Members Present**

Mr. Hood Temple, Chair  
Ms. Elizabeth Jackson  
Dr. Raghu Korrapati (phone)

**Guests**

Ms. Reinell A. Thomas-Myers  
Program Manager  
SC Program for the Recruitment & Retention of Minority  
Teachers

**Members Absent**

Ms. Leah Moody  
Dr. Jennifer B. Settlemyer

Ms. Jane Turner  
Executive Director  
Center for Educator Recruitment, Retention,  
and Advancement

**Staff Present**

Dr. Karen Woodfaulk  
Ms. Elizabeth Caulder  
Mr. Gerrick Hampton  
Mr. Renwick McNeil  
Mr. Frank Myers  
Ms. Yolanda Myers  
Ms. Vickie Pratt  
Ms. Laverne Sanders  
Ms. Peggy Simons  
Ms. Catherine Team  
Ms. Leslie Williams

**1. Introductions**

**-Hood Temple**

Mr. Temple called the meeting to order. Introductions were made by all in attendance. Dr. Raghu Korrapati **moved** that the minutes of the May 23, 2012 meeting be approved, and the motion was **seconded** by Ms. Elizabeth Jackson. The minutes were unanimously approved.

**2. College Application Month Update**

**-Karen Woodfaulk and  
Catherine Team**

Dr. Woodfaulk explained that the College Application Month program is entering into its fourth year. She stated that this program is part one of a two-phased project. She said that the program was initiated by a former Commission member and the Commission was able to obtain some federal funding to allow for the program to continue. Dr. Woodfaulk stated that the program started as a one day event and then it extended to a month and now it is called a college application season. She said the program starts in September and extends to November. Dr. Woodfaulk introduced Ms. Catherine Team as the Program Manager of College Application Month and the College Access Challenge Grant.

Ms. Team explained that College Application Month is geared toward third generation college students that otherwise would not apply to college. She said this give the students the opportunity to understand how the application process work and to meet college staff and students that are in college. Ms. Team provided highlights from the past years. She said in 2009 the program started out with twelve high schools from South Carolina and 1,000 South Carolina high school students participated. She stated 2,000 college applications were completed in 2009. Ms. Team said 57 high schools participated in 2010 and 15,000 high school students participated with over 30,000 college applications completed. She stated that 121 high schools took part in College Application Month in 2011 and approximately 21,000 high school students participated and approximately 43,000 college applications were completed in the state of South Carolina.

Ms. Team reported that there are 137 high schools signed up to participate in College Application Month for 2012. She said it is anticipated that at least 25,000 high school students will participate in College Application Month for 2012 with over 49,000 college applications completed this year. She explained that for Phase 2 of College Application Month, a meeting was held on behalf of College GoalSC. Ms. Team stated that there are 15 confirmed College GoalSC locations in South Carolina. Dr. Woodfaulk explained that the Commission is concerned about continued funding for the College Access Challenge Grant. She said that the Commission may be unable to receive future grants unless the state receives a maintenance of effort waiver for the College Access Challenge Grant for FY 2012. She stated that the federal government requires a Maintenance of Effort which is a funding level for higher education in South Carolina. South Carolina has been unable to meet the Maintenance of Effort for several years. She said the Commission will do a letter writing campaign to invite legislators to come to the College Application Month activities in their district and also ask the school district superintendents to inform their local legislators about possible visits to College Application events. Mr. Temple inquired about the cost of College Application Month. Dr. Woodfaulk replied that without the marketing campaign for College Application Month, the cost would be approximately \$120,000. Mr. Temple stated that this cost is a huge return on a very small investment.

**3. Consideration of FY 2011-2012 Annual Reports and Appropriation Requests for FY 2013-2014 for EIA Funded Teacher Recruitment Projects:**

**-Karen Woodfaulk**

**A. SC Program for the Recruitment & Retention of Minority Teachers (PRRMT)**

**-Ms. Reinell Thomas-Myers**

Ms. Reinell Thomas-Myers reported that this year the SC PRRMT program continues to administer forgivable loan programs. She said 27 students were enrolled in 2012 and 23 students received forgivable loans. She stated that due to the low funding that SC PRRMT enrollment will not go over thirty students. Ms. Thomas-Myers stated also that SC PRRMT had 13 of the undergraduate program's recipients on the school's Dean List earning a GPA of 3.00 or better. She said that all 17 of their students maintained their eligibility. She said for the academic year 2011-2012, 85% of the participants achieved a cumulative GPA of 3.00 or better. Ms. Thomas-Myers stated for the Academic Year 2011-2013 they had seven graduates and all 7 have met the requirements to teach in South Carolina. She said to date all five of the graduates have gained employment in South Carolina and two of the graduate students employment are still pending. Mr. Temple asked why the two students are not employed. Ms. Thomas-Myers replied that the two students are not in a critical-needs area.

Ms. Thomas-Myers reported that this year's budget request is \$373,430.00 which is a 10% restoration of funds. She said in previous years SC PRRMT funding started out at \$467,000 and through the years SC PRRMT has experienced a cut of 27.3% in program allocation. She stated the cuts limit financial assistance for students. She said that SC PRRMT is, therefore, asking for a restoration of funds which is a 10% increase for 2012-2013. Mr. Temple asked about the additional line item for Pre-Service Teachers. Ms.

Thomas-Myers explained that this addition would help with hiring part-time retired teachers to help with the Praxis workshops.

Mr. Temple asked if there were any additional questions or comments. As there were none, Mr. Temple requested a motion to **approve** the SC Program for the Recruitment & Retention of Minority Teachers budget request. It was **moved** (Elizabeth Jackson), and **seconded** (Dr. Raghu Korrapati) and the motion **carried** to approve the SC Program for the Recruitment & Retention of Minority Teachers budget request.

**B. Center for Education Recruitment,  
Retention and Advancement (CERRA)**

**-Ms. Jane Turner**

Ms. Turner explained that the Teaching Fellows and the Teacher Cadets Programs are the two stellar programs that make up the majority of the budget. She said the Teaching Fellows is 78% of the budget. Ms. Turner stated that CERRA underwent a 23% across the board cut in 2008. She said CERRA has received some funding from the SC Department of Education to help with the Teaching Fellows.

Ms. Turner explained that CERRA administers a supply and demand survey each year where they look at a thorough review of every school district in the state, all of the vacancies, all of the new hires, and all of the teachers retiring. She said in the last few years the number of teachers departing have been about 5,000 per year. She said that when you look at the number of students graduating from teacher education programs in the state as well as those that come through alternative certification programs, such as the PACE program, CERRA is not hitting the \$5,000 mark. Ms. Turner stated that every effort is being made to recruit more teachers into the profession through the middle level Pro-Team program, the high school level Teacher Cadets program, and the Teaching Fellows program.

Ms. Turner stated that CERRA is requesting enough funds to be able to bring in 175 Teaching Fellows and to be able to fund the existing Teaching Fellows who are currently in the pipeline. She said funding still falls short of \$1million if the Teaching Fellows program was fully funded. The total request of \$513,000 brings the total budget to \$4,417,042 and begins to restore program funds to FY 2008 levels when the total budget was \$5,404,014

Mr. Temple asked if there were any additional questions or comments. As there were none, Mr. Temple requested a motion to **approve** the Center for Education Recruitment, Retention and Advancement budget request. . It was **moved** (Elizabeth Jackson), and **seconded** (Dr. Raghu Korrapati) and the motion **carried** to approve the Center for Education Recruitment, Retention and Advancement budget request.

**4. Other Business**

With no further business, Mr. Temple adjourned the meeting at 2.00 p.m.

Respectfully submitted,  
*Laverne Sanders*  
Laverne Sanders  
Recording Secretary



# South Carolina Commission on Higher Education

Dr. Bettie Rose Horne, Acting Chair  
Ms. Natasha M. Hanna  
Ms. Elizabeth Jackson  
Dr. Raghu Korrapati  
Ms. Leah B. Moody  
Vice Admiral Charles Munns, USN (ret.)  
Mr. Kim F. Phillips  
Mr. Y. W. Scarborough, III  
Dr. Jennifer B. Settlemyer  
Mr. Hood Temple  
The Honorable Lewis R. Vaughn

Dr. Richard C. Sutton  
Executive Director

July 2, 2013

## MEMORANDUM

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

FROM: Dr. Karen Woodfaulk, Director  
Student Services Division

### Consideration of SC Student Loan Corporation FY 2013-2014 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 insuring 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 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 FY 2013-14

The following table presents information regarding the previous FY 2012-13 budget request and the Student Loan Corporation's proposed FY 2013-14 operating budget for administration of the SC Teachers Loan Program.

<b>Item</b>	<b>FY 2012-13 Budgeted</b>	<b>Estimated Actual FY 2012-13</b>	<b>(Over)/ Under</b>	<b>FY 2013-14 Proposed</b>	<b>% Increase Change vs FY 2012-13 Budgeted</b>
<b>Personnel Expenses</b> (salaries/fringes/Social Security/insurance/retirement/Unemployment)	\$266,000	\$247,975	\$18,025	\$252,266	-5.18%
<b>Contractual Expenses</b> (loan servicing/accounting)	26,282	24,267	2,015	27,650	-5.21%
<b>General Operating</b> (rent/telephone/printing/Postage/supplies/travel/equipment/subscriptions and fees/meeting costs/insurance – general and auto/outreach/contingencies /depreciation)	59,676	50,177	9,499	50,095	-16.06%
<b>TOTAL</b>	\$351,958	\$322,419	\$29,539	\$329,971	-6.25%

The first two columns in the table display the budgeted and estimated actual expenditures for FY 2012-13. The FY 2012-13 actual expenditures are estimated to be under the amount budgeted by the end of the fiscal year (-\$29,539), which will close on June 30, 2013. The fourth column, totaling \$329,971, is the SC Student Loan Corporation's FY 2013-14 budget request for administration of the SC Teachers Loan Program as approved by the Corporation's Board of Directors, on May 7, 2013. The \$329,971 is 6.25 % less than the previous year's budget request for administration of the program.

The proposed budget for the SC Teachers Loan Program as proposed by the SC Student Loan Corporation reflects an overall decrease from the previous year's actual estimated budget. Under the category of Personnel Expenses (staff salaries, Social Security, group insurance and unemployment), the FY 2012-13 budget request was \$266,000. The budget request for FY 2013-14 under personnel expenses will decrease to \$2252,266 which reflects a 5.18% decrease. The FY 2012-13 budget request for Contractual Expenses (loan servicing/accounting) was

\$26,282. However, at the close of FY 2012-13, the estimated actual expenses for contractual services is expected to be \$24,267 which is \$2015 below the amount requested under this budget item. The proposed FY 2013-14 budget request for contractual services is \$27,650.

The Student Loan Corporation's FY 2012-13 budget request for General Operating costs was \$59,676. At the close of FY 2012-13, the actual general operating costs are expected to be \$50,177 (\$9,499 under budget request). The proposed general operating expenses for FY 2013-14 are \$50,095 which is a 16.06% decrease from the previous year's budget request (**See attached Budget- SC Student Loan Corporation**).

### **Budget Explanation**

Under Personnel Expenses, the Student Loan Corporation automated several processes during the last several years which, in turn, have given the Student Loan Corporation the ability to reduce staff and associated benefits/insurance allocated to the Teacher Loan Program. Therefore, personnel costs (salary/fringe and provider costs) will decrease to \$252,266. The FY 2013-14 budget reflects a 5.18% decrease. As in previous years, under the Contractual Expenses budget category, the proposed loan servicing provider costs for FY 2013-14 are \$27,650. The current year's actual costs are estimated to be \$24,267 for FY 2012-13 (\$2,015 decrease) due to continued efficiencies after relocating to the new location on Two Notch Road, Columbia, SC.

Under General Operating Expenses, proposed costs in telephone systems and printing are estimated to be \$50,095 for FY 2013-14 which represent a 16.06% decrease due to newly negotiated printer lease agreements for in-house printing.

### **Recommendation:**

The staff recommends that the Access & Equity and Student Services Committee commend favorably to the Commission approval of the SC Student Loan Corporation's FY 2013-14 proposed budget for administration of the SC Teachers Loan Program.

JUN - 3 2013

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

May 10, 2013

Dr. Richard C. Sutton  
Executive Director  
S.C. Commission on Higher Education  
1333 Main Street, Suite 200  
Columbia, SC 29201

Sorry for the delay. We used the wrong address.

Dear Dr. Sutton:

I am enclosing for your review, and for approval by the Commission on Higher Education at its next meeting, the proposed budget for 2013-14 for administration of the Teachers Loan Program. This budget was reviewed and approved by our Board of Directors of the Corporation at its Annual Meeting.

In the first two columns below I have summarized the budgeted and estimated actual expenditures for the 2012-13 fiscal year. The third column, totaling \$329,971, is the amount proposed by the Corporation for 2013-14.

**OPERATING EXPENSES FOR  
TEACHERS LOAN PROGRAM**

	<u>FY 12-13</u> <u>Budgeted</u>	<u>Estimated</u> <u>Actual</u>	<u>FY 13-14</u> <u>Proposed</u>
Personnel (salaries and benefits)	\$266,000	\$247,975	\$252,226
Contractual Services (computer support/ programming)	26,282	24,267	27,650
Other Operating (rent, utilities, etc.)	59,676	50,177	50,095
<b>TOTAL</b>	<b>\$351,958</b>	<b>\$322,419</b>	<b>\$329,971</b>

Dr. Richard Sutton  
May 10, 2013  
Page Two

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

Sincerely,

A handwritten signature in blue ink, appearing to read "C. Sanders, Jr.", written in a cursive style.

Charlie C. Sanders, Jr.  
President & CEO

cc: Ms. Julie Carullo  
Enclosure

**South Carolina Student Loan Corporation**  
**Contractual Services Budget for**  
**South Carolina Teacher Loan Program**  
**2013-2014**

	<u>2012-13</u>			<u>2013-14</u>		
	<u>Budgeted</u>	<u>Estimated Actual</u>	<u>(Over)/ Under</u>	<u>Proposed</u>	<u>% Incr vs 13 Bud</u>	<u>% Incr vs 13 Est</u>
<b><u>OPERATING EXPENSES</u></b>						
<b>Personnel Expenses:</b>						
Staff Salaries	186,000	175,000	11,000	178,000	-4.30%	1.71%
Social Security	13,000	11,900	1,100	12,104	-6.89%	1.71%
Group Insurance	26,000	21,000	5,000	21,360	-17.85%	1.71%
Retirement	40,400	39,375	1,025	40,050	-0.87%	1.71%
Unemployment	600	700	(100)	712	18.67%	1.71%
<i>Total Personnel Expenses</i>	<u>\$ 266,000</u>	<u>\$ 247,975</u>	<u>\$ 18,025</u>	<u>\$ 252,226</u>	-5.18%	1.71%
<b>Contractual Expenses:</b>						
Information Technology	23,632	21,617	- 2,015	24,500	3.67%	13.34%
Accounting	2,650	2,650	0	3,150	18.87%	18.87%
<i>Total Contractual Expenses</i>	<u>\$ 26,282</u>	<u>\$ 24,267</u>	<u>\$ 2,015</u>	<u>\$ 27,650</u>	5.21%	
<b>General Operating Expenses:</b>						
Rent	8,796	8,760	36	8,760	-0.41%	0.00%
Telephone	6,180	6,000	180	6,000	-2.91%	0.00%
Printing	4,000	2,400	1,600	2,475	-38.13%	3.13%
Postage	29,200	24,000	5,200	24,000	-17.81%	0.00%
Supplies	2,400	1,817	583	1,860	-22.50%	2.37%
Equipment Lease/Maintenance	5,800	5,800	-	5,500	-5.17%	-5.17%
Insurance- General & Auto	3,200	1,400	1,800	1,500	-53.13%	7.14%
Other Expenses	100	0	100	0	-100.00%	#DIV/0!
<i>Total General Operating Exp</i>	<u>\$ 59,676</u>	<u>\$ 50,177</u>	<u>\$ 9,499</u>	<u>\$ 50,095</u>	-16.06%	-0.16%
<i>Total Operating Expenses</i>	<u>\$ 351,958</u>	<u>\$ 322,419</u>	<u>\$ 29,539</u>	<u>\$ 329,971</u>	-6.25%	2.34%
<b>Total Expenditures</b>	<u><b>\$ 351,958</b></u>	<u><b>\$ 322,419</b></u>	<u><b>\$ 29,539</b></u>	<u><b>\$ 329,971</b></u>	-6.25%	2.34%