

Clemson Public Service Activities (PSA)

Agency Code 200

Clemson University Executive leadership including President James Clements, Provost Bob Jones, CFO Rick Petillo and CAFLS Dean Matthew Holt are actively pursuing ways to misappropriate and co-mingle PSA (Extension Service, Experiment Station, Livestock Poultry Health (LPH), Regulatory Services) funds and resources provided for state operations which benefit and protect our taxpayers, industries, food supply, human health and agriculture in our state to fund (E&G) College of Agriculture, Forestry and Life Sciences (CAFLS) budget shortfall. Internal Audit Report completed in September 2025 details \$787,000 budget shortfall for the college (CAFLS). CFO, Rick Petillo, reported he was told to consolidate PSA and CAFLS as one budget number by Provost, Bob Jones. Administratively, PSA is told they are now CAFLS. Reporting one budget number as CAFLS misrepresents the financial health of the college (CAFLS) to the Board of Trustees. Historically, PSA was a separate agency with a VP of PSA reporting to the university president with a separation of duties based on the PSA Budget for state operations. Combining the two is a conflict of interest and does not protect state operations. College (CAFLS) introduced a Strategic Plan to Board of Trustees in July 2025 notating the Regulatory Units will assist with teaching and research (college function not state operation).

Timeline of Events

Date	Event	Description
02/2014	President moves PSA under a Provost whose primary focus is on the academy, not the state operations.	Administratively PSA is moved to an Academic Provost.
01/2018	Extension Service & Experiment Station are moved to college (CAFLS).	Provost administratively moves Extension Service & Experiment Station to college (CAFLS) to access resources.
8/2023	Dean of CAFLS (Keith Belli) is removed, Interim Dean for CAFLS (Greg Yarrow) is named New search begins for New Dean.	New Dean search begins, Interim Dean shares the college (CAFLS) budget Shortfalls of \$1.7 M. PSA Budget is not in the red.
11/2023	Regulatory and Livestock	Provost contacts VP of PSA,

	Poultry Health moved to college (CAFLS).	George Askew and removes him from position. He is told by President & Provost they are trying a new model. Regulatory and LPH leaders are told we are CAFLS and PSA is not a thing anymore. Statehouse budget lines still show PSA as a separate agency.
05/2024	New CAFLS Dean (Matt Holt) is named.	Matt Holt is hired as the Dean of College (CAFLS) and sits on the Executive Leadership Team representing PSA (state operations). Position is hired as Dean of CAFLS. No VP of PSA title.
1/2025	University announces budget issues ("budget is strong" but we need to maintain a bond rating, colleges slow spending and hold vacant positions including state regulatory units that enforce state and federal laws.	University Budget Issues communicated with college leadership. CFO is told by Provost that CAFLS and PSA budgets are only one budget number, and the CFO can do whatever is needed with Clemson funds. This approach conflicts with state laws.
03/30/2025	A 30-day hiring freeze is implemented at Clemson. Regulatory positions that are in the process of hiring are put on hold (including federally funded positions). These essential positions support state operations. South Carolina Attorney General's office is contacted by Clemson. Regulatory concerning agency interference by Clemson Administration.	State Attorney General's Office is contacted with evidence of interference by Regulatory Services Law Enforcement Official, Mike Weyman several times beginning in March 2025.
05/2025	PSA units asked to sequester (hold) state appropriated dollars.	PSA internal audit to Clemson's Ethic and Compliance Office to rectify holding of PSA state appropriated funds.
08/2025	PSA units including regulatory units are asked to sequester funds by CFO per the provost.	PSA Directors are expressing concerns of violating state laws and obligations to the state. They all fear retaliation of their jobs if they don't comply. Emails attached from leadership states "draconian" measures will be taken if our programs do not fix the budget issue. Again, PSA does not have a budget issue.
08/04/2025	Director of Regulatory Services (SC Law Enforcement Official) contacts Clemson Executive	Dr. Steve Cole emails Clemson's Legal Counsel, President Clements, Provost

Leadership.	Jones, CFO Rick Petillo and CAFLS Dean Matthew Holt regarding interference with state operations and potential violations of state and federal laws.
08/08/2025 Clemson Legal Counsel meet with Regulatory and Livestock Poultry Health	Legal Counsel, Chip Hood and Beth Crocker meet and discuss the state regulatory interference issues with Dr.
Agency Heads. Legal Counsel is told the (4) PSA Directors have been threatened with their jobs and fear retaliation by the Clemson Executive Leadership. Legal counsel tells Regulatory and LPH Directors to "stay away" from the Research and Extension Directors because Clemson is "at war" with PSA over the budget issues.	Steve Cole, Dr. Mike Neault, and law enforcement official, Mike Weyman.
8/2025 Legal counsel intervenes and notifies Provost and CFO that they cannot sequester regulatory agencies. Provost communicates to Dean.	The other (2) PSA units, Extension Service and Experiment Station continue to be sequestered over \$4M state appropriated funds in 2025/2026 despite the Internal Audit High Risk Findings.
8/20/2025 Regulatory and LPH directors are again asked by the CAFLS Dean to sequester over \$900,000 which would impact state operations. Both directors refuse to sequester funds.	CAFLS Dean attempts to coerce Regulatory and LPH directors into sequestering funds to help with the budget issue.
09/2025 Internal Audit Complete Identifies VP of PSA cannot be administratively removed and the title is now added to the Dean of the college (CAFLS).	Internal Audit High Risk Findings report that PSA should not be sequestered and state appropriation dollars for PSA are provided for specific activities for taxpayers and state operations.
01/02/2026 Clemson Legal Counsel is stalling on removing the Regulatory Units from the college. Regulatory and Livestock Poultry Health pay approximately \$164,000 of Dean's salary.	Chip Hood continues to ignore and stall on correcting issues with state operations. On 10/14/2025, Board of Trustees Meeting, Regulatory agency heads were excluded from speaking in the executive session meeting to discuss legal/budget/operational issues with Commission (3 Trustees selected by Legal Counsel). Currently, Commission consists of 2 State Appointed Trustees (McCarter, Peeler and 1 Lifetime Trustee, Dukes).

COLLEGE OF AGRICULTURE, FORESTRY AND LIFE SCIENCES CURRENT NEWS
IMPACT AND INNOVATION OFFICE OF THE PROVOST

Clemson University launches national search for dean of the College of Agriculture, Forestry and Life Sciences

 by Kimberly Banks January 3, 2024



COLLEGE OF AGRICULTURE, FORESTRY AND LIFE SCIENCES

Bob Jones conspiring to combine funds and resources

Clemson University's **Office of the Provost** is launching a **national search** for the dean of the College of Agriculture, Forestry and Life Sciences.

New Dean hired, Matt Holt has zero experience w/ PSA.

This search follows the recent announcement that the **College of Agriculture, Forestry and Life Sciences (CAFLS)** and the **University's Division of Public Service and Agriculture (PSA)** will merge into one administrative and academic unit.

PSA VP should have a separation of duties. Conflict of interest

The integration of PSA and CAFLS will optimize the work of both areas and support the University's strategic vision, **Clemson Elevate**, and its land-grant mission to provide world-

class teaching, research and public service to the state.

On-campus interviews will occur in spring 2024.

About Clemson University's College of Agriculture, Forestry and Life Sciences

The CAFLS portfolio comprises the departments of Agricultural Sciences, Animal and Veterinary Sciences, Food, Nutrition, and Packaging Sciences, Forestry and Environmental Conservation, Plant and Environmental Sciences, and 12 centers and institutes.

The college offers 12 undergraduate majors and 11 graduate programs with over 1,900 undergraduates and 400 graduate students. The college is also home to the South Carolina Agricultural Experiment Station, Clemson Cooperative Extension Service, Livestock Poultry Health, and Regulatory Services, and outreach and research facilities distributed throughout South Carolina, including six major research and education centers and the South Carolina Botanical Garden.

The Parker Executive Search firm is leading the confidential search process. A [position description](#) and additional details are [posted on Interfolio](#), along with a link for internal and external candidates to apply.



by Kimberly Banks Published January 03, 2024

Read more

AGENCY NAME:	Clemson University – Public Service Activities		
AGENCY CODE:	P200	SECTION:	45



**Fiscal Year 2025-26
Agency Budget Plan**

FORM A - BUDGET PLAN SUMMARY

*Appropriated
PSA state
funds still
unfilled 24-36
months ago.
Positions, projects
money received,
still open. on
request more on 12/17
2024*

OPERATING REQUESTS (FORM B1)	For FY 2025-26, my agency is (mark "X"):	
	<input checked="" type="checkbox"/>	Requesting General Fund Appropriations.
	<input type="checkbox"/>	Requesting Federal/Other Authorization.
<input type="checkbox"/>	Not requesting any changes.	
NON-RECURRING REQUESTS (FORM B2)	For FY 2025-26, my agency is (mark "X"):	
	<input type="checkbox"/>	Requesting Non-Recurring Appropriations.
	<input type="checkbox"/>	Requesting Non-Recurring Federal/Other Authorization.
<input checked="" type="checkbox"/>	Not requesting any changes.	
CAPITAL REQUESTS (FORM C)	For FY 2025-26, my agency is (mark "X"):	
	<input checked="" type="checkbox"/>	Requesting funding for Capital Projects.
	<input type="checkbox"/>	Not requesting any changes.
PROVISOS (FORM D)	For FY 2025-26, my agency is (mark "X"):	
	<input type="checkbox"/>	Requesting a new proviso and/or substantive changes to existing provisos.
	<input type="checkbox"/>	Only requesting technical proviso changes (such as date references).
<input checked="" type="checkbox"/>	Not requesting any proviso changes.	

Please identify your agency's preferred contacts for this year's budget process.

	<i>Name</i>	<i>Phone</i>	<i>Email</i>
PRIMARY CONTACT:	Matthew Holt	205-764-8369	mattholt@clemson.edu
SECONDARY CONTACT:	Melissa Kelley	864-419-7264	melissk@clemson.edu

I have reviewed and approved the enclosed FY 2025-26 Agency Budget Plan, which is complete and accurate to the extent of my knowledge.

	<i>Agency Director</i>	<i>Board or Commission Chair</i>
SIGN/DATE:	<i>Matthew Holt 10/8/24</i>	<i>Kim A. Wilkerson</i> <small>Kim A. Wilkerson (Oct 4, 2024 21:44 EDT)</small>
TYPE/PRINT NAME:	Dr. Matthew Holt Dean of College of Agriculture, Forestry & Life Sciences	Kim A. Wilkerson, Chair Clemson University Board of Trustees

This form must be signed by the agency head – not a delegate.

FORM E – AGENCY COST SAVINGS AND GENERAL FUND REDUCTION CONTINGENCY PLAN

TITLE

Agency Cost Savings and General Fund Reduction Contingency Plan

AMOUNT

\$1,966,924

What is the General Fund 3% reduction amount? This amount should correspond to the reduction spreadsheet prepared by EBO.

**ASSOCIATED FTE
REDUCTIONS**

We would plan to reduce our FTEs by 6 positions, should this reduction take place.

How many FTEs would be reduced in association with this General Fund reduction?

**PROGRAM /
ACTIVITY IMPACT**

The reduction could impact programs/activities within four of Clemson PSA's major divisions and programs:

Livestock & Poultry Health* (request to hold harmless) *Dr. Mike Newitt*
 Regulatory & Public Service *Dr. Steve Cole*
 Agricultural Research *Dr. Agudelo (removed)*
 Cooperative Extension Service *Dr. Tom Dobbins*

What programs or activities are supported by the General Funds identified?

Page 16 of 19

SUMMARY

Impact on Livestock-Poultry Health: We request that our Livestock-Poultry Health division be held harmless in the event of a 3% budget reduction due to the unit's importance in ensuring a safe food supply for South Carolina. Since LPH is a state regulatory agency, we are required by state law to continue to meet our obligations as defined in the Code of Laws of South Carolina 1976, Title 47 and the South Carolina Code of State Regulations R2. (Portion requested to be held harmless \$177,457)

Impact on Regulatory and Public Service Programs: Our ability to provide the current level of inspections, pest monitoring, laboratory analysis, and related tasks would be at risk and may impact our ability to ensure early pest detection and regulatory compliance for South Carolina. The Division of Regulatory and Public Service Programs will manage the reduction of \$77,551 by delaying any renovations or other non-essential projects, travel, and related non-essential program expenses to help offset the reduction and would rely on revenue generated from state approved fees to cover any necessary operating expenses to maintain essential workflows. Another cost savings will be to hold vacant positions for an extended period if necessary.

Impact on Agricultural Research: Our ability to fully implement our Rural Health program across the state would be impacted; one of the Research Faculty positions

approved in the FY23 budget would not be filled, as well as their associated operating costs (\$102,234). The funding set aside for Water Resource Research projects would be drastically reduced to accommodate this reduction as well (\$589,199). The FY25 Statewide Operating allocation would be reduced by \$109,956 to accommodate the remaining balance. This would be a total reduction of \$801,389 and 1 FTE for the Agricultural Research division.

Impact on Cooperative Extension Service: We would primarily reduce operating and travel allocations to non-county operations. These reductions would diminish our number of contacts, workshops, and troubleshooting on the state's farms and forests. Additionally, we would reduce our temporary faculty and staff and re-evaluate faculty Extension appointments of existing faculty, along with re-examining the administrative structure of Extension to produce salary savings. The plan for this reduction (\$910,527) would include a \$456,952 reduction to operating and travel funds, \$317,185 in Classified/Unclassified or Other Personal Services Salary, and a \$136,390 decrease to Employee Benefits. This would result in a reduction of 5 FTEs.

Statutory references for Clemson financial responsibilities - agriculture programs

From Beth Crocker <bcrock@clemson.edu>

Date Thu 1/2/2025 2:01 PM

To Stephen Cole <scole3@clemson.edu>

 1 attachment (27 KB)

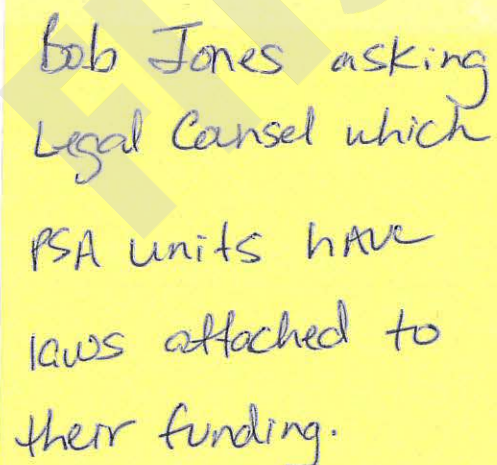
Statutory references for Clemson financial responsibilities - agriculture programs.docx;

This was a working document I was creating pulling statutory sections under CU control that reference how fees need to be spent. The focus was on who and where the fees were being required to be generated and managed by.

Not exactly the same as what you are working on, but could be some cross referencing.

Anyway, I still have to finish going through LPH stuff, but here's what I've generated/identified thus far

Beth



Bob Jones asking
Legal Counsel which
PSA units have
laws attached to
their funding.

Re: Understanding

From Thomas Dobbins <tdbbns@clemson.edu>
Date Thu 3/27/2025 8:54 AM
To Matt Holt <mattholt@clemson.edu>
Cc Paula Agudelo <pagudel@clemson.edu>; Matthew G Interis <mginter@clemson.edu>; Stephen Cole <scole3@clemson.edu>; Michael Neault <mneault@clemson.edu>

Thank you Dean Holt- I just thought COVID was bad – we will get through this if we know the WHY-

Thomas R. Dobbins, Ph.D.

Associate Dean Outreach & Engagement – CAFLS
Professor and Director – Cooperative Extension Service

Clemson Cooperative Extension Service
Clemson University

103 Barre Hall
120 McGinty Court
Clemson, SC 29634
864-656-3382
Clemson.edu/extension

Clemson University Cooperative Extension Service offers its programs to people of all ages, regardless of race, color, gender, religion, national origin, disability, political beliefs, sexual orientation, gender identity, marital or family status and is an equal opportunity employer.

From: Matt Holt <mattholt@clemson.edu>
Date: Thursday, March 27, 2025 at 8:33 AM
To: Thomas Dobbins <tdbbns@clemson.edu>
Cc: Paula Agudelo <pagudel@clemson.edu>, Matthew G Interis <mginter@clemson.edu>, Stephen Cole <scole3@clemson.edu>, Michael Neault <mneault@clemson.edu>
Subject: Re: Understanding

Tom,

Thank you for your message. I (we) certainly will be working on messaging. I postponed the college-wide faculty meeting last week because I knew it was premature considering what was coming. I hope to reschedule soon.

Part of the problem is the reasons have seemingly (and logically) shifted over the past 6-7 weeks. It started as being an effort to maintain stronger credit ratings. The hiring pause now seems to be linked more to fears over losing federal funding. In other words, we are holding back now out of an abundance of caution. That is, in my estimation, the right thing to do, although it is not, as you all know, easy to explain in the moment.

As for grabbing PSA money, I do not know what narrative existed prior to my arrival. I will talk with the folks at RS about this today, I am sure.

While I appreciate the messaging efforts from above, they have not been as robust as might be hoped for in the situation, which does not help.

A final note. Please rest assured I have been advocating whenever and wherever possible for CAFLS. So much so that yesterday I was more-or-less reprimanded and told to "get tough." I am walking this line as closely as I can. This is a difficult situation that requires careful navigation. But rest assured, I will continue to navigate.

We will get through this. And we will do so together.

All the best,

Matt

Matt Holt | Clemson University

Dean

College of Agriculture, Forestry, and Life Sciences

101 Barre Hall

Clemson, SC 29634

<http://clemson.edu/cafls>

Clemson University

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From: Thomas Dobbins <tdbbns@clemson.edu>

Sent: Thursday, March 27, 2025 8:06:47 AM

To: Matt Holt <mattholt@clemson.edu>

Cc: Paula Agudelo <pagudel@clemson.edu>; Matthew G Interis <mginter@clemson.edu>; Stephen Cole <scole3@clemson.edu>; Michael Neault <mneault@clemson.edu>

Subject: Understanding

Dean Holt

I know you are trying, and I thank you for that. The rumor mill is wild with folks saying, "I knew it- CAFLS just wanted PSA dollars." I know this is not the case, but we must explain what is going on with the dollars. We are all confused. I did not agree with the hiring pause; however, being a team player I had no problem going along with it to help us through these uncertain times. Yesterday when we had to pull our middle leadership team off their approved conference was a tough pill to swallow. If we tell Extension agents that they CANNOT travel to do their job, or to go to conferences/meeting to help them improve their performance, then Extension is no longer needed by our stakeholder.

We must get a narrative out that simply states WHY we are taking these measures of cutting travel, cutting out food and for all practical purposes, going on a spending freeze. I suggest we tell the truth, that is if anyone knows what the truth is. I guided Extension through COVID and it was hell, but our folks fought hard to keep our programs alive and moving forward. The difference is they knew the WHY we had to change operations, and we did.

I hope that Monday we can get to the WHY and develop a plan that does not change and will provide us a CLEAR path forward. I, like you, are very frustrated and we need to get in front of this title wave.

Thomas R. Dobbins, Ph.D.

Associate Dean Outreach & Engagement – CAFLS

Professor and Director – Cooperative Extension Service

Clemson Cooperative Extension Service

Clemson University

103 Barre Hall

120 McGinty Court

Clemson, SC 29634

864-656-3382

Clemson.edu/extension

Clemson University Cooperative Extension Service offers its programs to people of all ages, regardless of race, color, gender, religion, national origin, disability, political beliefs, sexual orientation, gender identity, marital or family status and is an equal opportunity employer.

FITSNEWS

Re: Perparing

From Thomas Dobbins <tddbns@clemson.edu>

Date Fri 3/28/2025 7:26 AM

To Matt Holt <mattholt@clemson.edu>

Cc Paula Agudelo <pagudel@clemson.edu>; Matthew G Interis <mginter@clemson.edu>; Stephen Cole <scole3@clemson.edu>; Michael Neault <mneault@clemson.edu>; Melissa Kelley <melissk@clemson.edu>; Kayla Steele Payne <KSTEEL2@clemson.edu>; Matthew Burns <burns5@clemson.edu>; Blake Lanford <blakel@clemson.edu>

So we get hit the hardest because of our PSA funds. Our PSA units do not have "classroom instructor" that is the only thing held harmless. So we get hammered

Thomas R. Dobbins, Ph.D.

Associate Dean Outreach & Engagement – CAFLS

Professor and Director – Cooperative Extension Service

Clemson Cooperative Extension Service

Clemson University

On Mar 28, 2025, at 6:40 AM, Matt Holt <mattholt@clemson.edu> wrote:

All,

I want to start preparing you for what seems to be coming: no spending approvals from above. For anything. For any reason. Unless, of course, it is grant related or it directly impacts our teaching mission, as in, direct classroom instruction. This is the not-so-subtle message I am getting from above. I fully appreciate that this leaves CAFLS exposed in many ways. And no, I am not trying to be drastic, just honest.

I am sure you have many questions, as do I. Of course, we will discuss this situation in more detail on Monday. But I want you to start mentally preparing yourselves for what may well be a very difficult and challenging time for CAFLS.

I am sorry I do not have more encouraging news to share. But again, we will get through this, one way or another.

Matt

Matt Holt | Clemson University

Dean

College of Agriculture, Forestry, and Life Sciences

101 Barre Hall

Clemson, SC 29634

Re: Hiring updates

From Matt Holt <mattholt@clemson.edu>

Date Sun 3/30/2025 3:39 PM

To Stephen Cole <scole3@clemson.edu>; Thomas Dobbins <tdbbns@clemson.edu>; Paula Agudelo <pagudel@clemson.edu>; Matthew G Interis <mginter@clemson.edu>; Michael Neault <mneault@clemson.edu>; Julie Helm <jhelm@clemson.edu>

Cc Melissa Kelley <melissk@clemson.edu>; Jennifer Hooper <jthooper@clemson.edu>; Kayla Steele Payne <KSTEEL2@clemson.edu>; Blake Lanford <blakel@clemson.edu>; Matthew Burns <burns5@clemson.edu>; Michael Weyman <mweyman@clemson.edu>; Shannon Alford <sralfor@clemson.edu>; Steven Long <slong2@clemson.edu>

Steve,

Thanks for your message. At the moment, I am focused on verbal offers. Assuming they have not been made and accepted in the cases you outline below, **we probably will not be allowed to move ahead at this time.** Even so, I am happy to discuss with you, even this afternoon if that helps. I appreciate the nuance you and LPH must navigate.

All the best,

Matt

Matt Holt | Clemson University
Dean
College of Agriculture, Forestry, and Life Sciences
101 Barre Hall
Clemson, SC 29634
<http://clemson.edu/cafls>



From: Stephen Cole <scole3@clemson.edu>

Sent: Sunday, March 30, 2025 3:33 PM

To: Matt Holt <mattholt@clemson.edu>; Thomas Dobbins <tdbbns@clemson.edu>; Paula Agudelo <pagudel@clemson.edu>; Matthew G Interis <mginter@clemson.edu>; Michael Neault <mneault@clemson.edu>; Julie Helm <jhelm@clemson.edu>

Cc: Melissa Kelley <melissk@clemson.edu>; Jennifer Hooper <jthooper@clemson.edu>; Kayla Steele Payne <KSTEEL2@clemson.edu>; Blake Lanford <blakel@clemson.edu>; Matthew Burns <burns5@clemson.edu>; Michael Weyman <mweyman@clemson.edu>; Shannon Alford <sralfor@clemson.edu>; Steven Long <slong2@clemson.edu>

Subject: RE: Hiring updates

Dean Holt,

Thanks for the information. Am I correct in assuming that my Pesticide Chemist position (already approved) and my two federally funded ALB field positions (requested on 3/5) will not be moving forward at this time? Please provide a written response.

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)
Clemson University

511 Westinghouse Rd.

Pendleton, SC 29670

864.646.2122

www.clemson.edu/public/regulatory/

From: Matt Holt <mattholt@clemson.edu>

Sent: Sunday, March 30, 2025 3:15 PM

To: Thomas Dobbins <tddbns@clemson.edu>; Paula Agudelo <pagudel@clemson.edu>; Matthew G Interis <mginter@clemson.edu>; Stephen Cole <scole3@clemson.edu>; Michael Neault <mneault@clemson.edu>; Julie Helm <jhelm@clemson.edu>

Cc: Melissa Kelley <melissk@clemson.edu>; Jennifer Hooper <jthoope@clemson.edu>; Kayla Steele Payne <KSTEEL2@clemson.edu>; Blake Lanford <blakel@clemson.edu>; Matthew Burns <burns5@clemson.edu>

Subject: Re: Hiring updates

All,

I've attached the message I got last week from Carlyle. Indeed, the small fruit hort position is the only one in PES for which a verbal offer has been made and accepted. Unless you have objections, I will send this through to Bob, Max, and Rick for their approval to finalize the offer.

Thanks,

Matt

Matt Holt | Clemson University

Dean

College of Agriculture, Forestry, and Life Sciences

101 Barre Hall

Clemson, SC 29634

<http://clemson.edu/cafls>



From: Matt Holt <mattholt@clemson.edu>

Sent: Sunday, March 30, 2025 3:09 PM

To: Thomas Dobbins <tddbns@clemson.edu>; Paula Agudelo <pagudel@clemson.edu>; Matthew G Interis

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From: Matt Holt <mattholt@clemson.edu>

Sent: Sunday, March 30, 2025 3:37 PM

To: Thomas Dobbins <tdbbns@clemson.edu>; Paula Agudelo <pagudel@clemson.edu>; Matthew G Interis <mginter@clemson.edu>; Stephen Cole <scole3@clemson.edu>; Michael Neault <mneault@clemson.edu>; Julie Helm <jhelm@clemson.edu>

Cc: Melissa Kelley <melissk@clemson.edu>; Jennifer Hooper <jthooper@clemson.edu>; Kayla Steele Payne <KSTEEL2@clemson.edu>; Blake Lanford <blakel@clemson.edu>; Matthew Burns <burns5@clemson.edu>

Subject: Re: Hiring updates

Importance: High

All,

I apologize for the ongoing barrage of emails on this topic. However, one more category I think we should try one more time to address are PARs adjustments in certain critical cases.

For example, the staff member at the Horry County Extension Office who has taken on extra duties following the untimely and tragic passing of Nancy Dawsey. Another staff member has agreed to pick up some of the extra administrative duties in the wake of Nancy's passing. It is unconscionable to not give this staff member a salary adjustment under the circumstances. Who and how much?

Are there other, similar examples of PARs we were waiting on? Paula, I am pretty sure you have someone at one of the RECs in more-or-less a similar boat, but I can't seem to locate the email just now. Help? Who and how much?

Steve, Mike, and Julie: anything on your end I need to be aware of at this time?

Regarding the small fruits positions, I realize that details regarding startups are not resolved. But in the case of Melissa, Carlyle claims the verbal salary offer was made and accepted (see highlighted in the attached). Not so in the other case. My read is this is an important distinction. I may be wrong, of course.

Thanks!

Matt

Matt Holt | Clemson University

Dean

College of Agriculture, Forestry, and Life Sciences

101 Barre Hall

Clemson, SC 29634

<http://clemson.edu/cafls>

CLEMSON 

From: Matt Holt <mattholt@clemson.edu>

Sent: Sunday, March 30, 2025 3:15 PM

To: Thomas Dobbins <tdbbns@clemson.edu>; Paula Agudelo <pagudel@clemson.edu>; Matthew G Interis <mginter@clemson.edu>; Stephen Cole <scole3@clemson.edu>; Michael Neault <mneault@clemson.edu>; Julie Helm <jhelm@clemson.edu>

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<mginter@clemson.edu>; Stephen Cole <scole3@clemson.edu>; Michael Neault <mneault@clemson.edu>; Julie Helm <jhelm@clemson.edu>

Cc: Melissa Kelley <melissk@clemson.edu>; Jennifer Hooper <jthooper@clemson.edu>; Kayla Steele Payne <KSTEEL2@clemson.edu>; Blake Lanford <blakel@clemson.edu>; Matthew Burns <burns5@clemson.edu>

Subject: Re: Hiring updates

Dear All,

I have more information from the provost about hires they will let go through. Any situation where we have made a verbal offer AND that verbal offer has been accepted, we can go ahead. I believe this list will include the business manager for Matt Interis and the small fruit horticulture position in PES. There may be others. But here's the catch: I need to be alerted of these ASAP in order to share the list, position and agreed-upon salary amount with Bob, Rick, and Max first thing tomorrow morning. This is likely our last chance to get several hires approved while still within the 30-business-day window for the current hiring pause.

All the best,

Matt

Matt Holt | Clemson University

Dean

College of Agriculture, Forestry, and Life Sciences

101 Barre Hall

Clemson, SC 29634

<http://clemson.edu/cafls>

CLEMSON 

FITSNEWS

<KSTEEL2@clemson.edu>; Blake Lanford <blakel@clemson.edu>; Matthew Burns <burns5@clemson.edu>

Subject: Re: Hiring updates

All,

I've attached the message I got last week from Carlyle. Indeed, the small fruit hort position is the only one in PES for which a verbal offer has been made and accepted. Unless you have objections, I will send this through to Bob, Max, and Rick for their approval to finalize the offer.

Thanks,

Matt

Matt Holt | Clemson University

Dean

College of Agriculture, Forestry, and Life Sciences

101 Barre Hall

Clemson, SC 29634

<http://clemson.edu/cafls>

CLEMSON 

From: Matt Holt <mattholt@clemson.edu>

Sent: Sunday, March 30, 2025 3:09 PM

To: Thomas Dobbins <tdbbns@clemson.edu>; Paula Agudelo <pagudel@clemson.edu>; Matthew G Interis <mginter@clemson.edu>; Stephen Cole <scole3@clemson.edu>; Michael Neault <mneault@clemson.edu>; Julie Helm <jhelm@clemson.edu>

Cc: Melissa Kelley <melissk@clemson.edu>; Jennifer Hooper <jthooper@clemson.edu>; Kayla Steele Payne <KSTEEL2@clemson.edu>; Blake Lanford <blakel@clemson.edu>; Matthew Burns <burns5@clemson.edu>

Subject: Re: Hiring updates

Dear All,

I have more information from the provost about hires they will let go through. Any situation where we have made a verbal offer AND that verbal offer has been accepted, we can go ahead. I believe this list will include the business manager for Matt Interis and the small fruit horticulture position in PES. There may be others. But here's the catch: I need to be alerted of these ASAP in order to share the list, position and agreed-upon salary amount with Bob, Rick, and Max first thing tomorrow morning. This is likely our last chance to get several hires approved while still within the 30-business-day window for the current hiring pause.

All the best,

Matt

Matt Holt | Clemson University

Dean

College of Agriculture, Forestry, and Life Sciences

101 Barre Hall

Clemson, SC 29634

<http://clemson.edu/cafls>

Re: Draft Expense Management Guidelines

From Matt Holt <mattholt@clermson.edu>

Date Mon 3/31/2025 9:50 AM

To Thomas Dobbins <tdbbns@clermson.edu>; Paula Agudelo <pagudel@clermson.edu>; Matthew G Interis <mginter@clermson.edu>; Stephen Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>; Julie Helm <jhelm@clermson.edu>

Cc Melissa Kelley <melissk@clermson.edu>; Kayla Steele Payne <KSTEEL2@clermson.edu>; Greg Yarrow <gyarrow@clermson.edu>

All,

One thing **Provost Jones** mentioned yesterday is we **(Clemson) may face, e.g., a 2%+ budget cut** for the remainder of this fiscal year. Now, that was a passing comment, not to be taken as gospel. And I hope it does not come to pass. But if it comes to pass, we will be in an even tougher spot than we are now.

I look forward to the day when this moment has passed.

All the best,

Matt

Matt Holt | Clemson University
Dean
College of Agriculture, Forestry, and Life Sciences
101 Barre Hall
Clemson, SC 29634
<http://clermson.edu/cafls>
Clemson University

Get [Outlook for iOS](#)

From: Matt Holt <mattholt@clermson.edu>

Sent: Sunday, March 30, 2025 5:29:12 PM

To: Thomas Dobbins <tdbbns@clermson.edu>; Paula Agudelo <pagudel@clermson.edu>; Matthew G Interis <mginter@clermson.edu>; Stephen Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>; Julie Helm <jhelm@clermson.edu>

Cc: Melissa Kelley <melissk@clermson.edu>; Kayla Steele Payne <KSTEEL2@clermson.edu>

Subject: Re: Draft Expense Management Guidelines

All,

Here is the [link](#) to a Box Folder that should have been shared with you. It includes a **draft set of expense management guidelines** and several **draft forms for purchase and travel requests**. I look forward to using these as the starting point for our conversation tomorrow. Several things to keep in mind. The provost has specifically asked the deans to review ALL purchases and travel requests and then sign off or reject them. Of course,

reviewing all, e.g., purchase requests is not feasible in a college like CAFLS. I am proposing to review all purchase requests exceeding \$500. In so doing, you will see I have included in the approval process a role for each of you. I have also attempted to outline several purchase categories that should be automatic, e.g., fertilizer, feed, etc. I know there are also some travel categories for RS and LPH that should be more or less automatic, although I need input from Mike and Steve. There are undoubtedly other areas we should discuss involving travel, e.g., for certain Extension agents/specialists and programs, etc.

I realize we may not be able to finalize our discussion around the spending guidelines tomorrow—an hour +/- may not give us enough time. I am prepared to meet again on Tuesday or Wednesday, as needed.

This is not a "fun" time. While my conversation this afternoon with Provost Jones was instructive, it was also enlightening. He hinted at the possibility of even more draconian restrictions if the campus does not get its spending under control. CAFLS is one of two colleges that continues to run "hot," but our reasons for doing so are sound and justified, at least in my mind. Even so, we must deal with each new set of guidelines as they come. I appreciate your patience and, most of all, your continued commitment to the success of CAFLS. Thank you for all that you do.

All the best,

Matt

Matt Holt | Clemson University
Dean
College of Agriculture, Forestry, and Life Sciences
101 Barre Hall
Clemson, SC 29634
<http://clemson.edu/cafls>



Important!
College of Agriculture
running hot!
Draconian measures will
happen if college does
not get their spending
under control. Not PSA (State
Units (Dept))
PSA was money

At 1341 hours on Sunday, 30 March 2025 I sent an email to **SC Assistant Attorney General, SCAAG Jason Anders** requesting his assistance with an interpretation of Title 46 SC Code of Laws which Clemson University's Division of Regulatory and Public Service Programs is charged by statute to enforce.

At 1335 hours on Monday, 31 March 2025 I received a reply from SCAAG Anders via email indicating he would be happy to assist in connecting me to the SCAG unit that handles opinions and asked that I call him (Anders) directly to discuss in more detail.

At 1441 hours on Monday, 31 March 2025 I called SCAAG Anders and the call went to his office voicemail.

At 1443 SCAAG Anders called me back and we discussed the particulars of my questions. I provided SCAAG Anders multiple page attachments highlighting specific statutes in Title 46, (attachments part of this SitRep). These aforementioned statutes dealt with how state appropriated funds as well as generated revenues were earmarked by the statutes to be utilized ONLY for the Division's mandates for the enforcement of specific Sections attached to this SitRep).

SCAAG Anders asked if had the liberty to forward my initial email to SCAAG Matt Houk with the SCAG's Opinions Unit to which I answered in the affirmative.

At 1050 hours on Tuesday, 1 April 2025 I again emailed SCAAG Anders and requested SCAAG Houk's email address which he provided, mhouck@scag.gov. At 1517 hours on Tuesday, 1 April 2025 I sent an email to SCAAG Houk inquiring if he had time to review my email and attachments and if so could he take a telephone call the following day. Telephone contact was established for approximately 1430 hours on Wednesday,

At 1432 hours on Wednesday, 2 April 2025 I spoke with SCAAG Houk regarding Regulatory PSA assets being essentially frozen and requests for hires for an FTE RPSP had maintained due to the retirement of a bench chemist and two

Asian Longhorned Beetle quarantine inspectors which were funded on USDA grant dollars were initially denied. SCAAG Houk stated that he believed the edict to have RPSP to cease any and all spending as well as hires was **illegal** but did not, in his opinion, feel that it rose to criminal in nature. SCAAG Houk provided advice as to how to best move forward. He indicated that we could seek a Writ of Mandamus* compelling the funds specifically designated by the General Assembly to be used only for regulatory and educational purposes by the Division to be released. He suggested that I contact Clemson University General Counsel, provide his contact information and relay our conversation and have CU Gen Con reach out directly to him (Houk).

At 1543 hours on Thursday, 3 April 2025 I called the Executive Director for Regulatory PSA Dr. Steve Cole and advises him of the recommendations made by SCAAG Houk. Dr. Cole said he was pleased with the outcome of the inquiry and stated that he believed progress was being made at the Dean's level to rectify PSA funding restrictions. He instructed me to make detailed notes of my interactions with the AG's Office and said we will hold off for now contacting Clemson GenCon until such time as we have no choice but to utilize this information.

Respectfully submitted by,

Michael Weyman

1511 hours, 18 April 2025

RE: Hiring updates

From Julie Helm <jhelm@clermson.edu>

Date Sun 3/30/2025 5:39 PM

To Matt Holt <mattholt@clermson.edu>

Cc Melissa Kelley <melissk@clermson.edu>; Michael Neault <mneault@clermson.edu>; Stephen Cole <scole3@clermson.edu>

Dr. Holt,

We have 2 positions for LPH that we are starting interviews -- Deputy State Vet and Poultry Admin. We also have the much needed Emergency Operations position that you approved last week and is ready to post (this is a replacement position for the person who just left).

As you know, these are **critical** positions we need now. We have too many open positions to not get these -- we are currently 20-25% understaffed. We are having issues performing our normal regulatory work missions, plus dealing with a current national animal disease outbreak (bird flu) and back-to-back state emergencies (hurricanes and fires, in which we are involved).

The positions are funded with legislatively appropriated money specific to LPH -- we do have the funds to use. Currently we have a surplus in salaries with all the other unfilled positions.

We are being confined and held accountable for other colleges' fiscally inappropriate decisions. We are at risk for not being compliant with our state law mandates due to being spread so thin of both personnel, time and other activities.

Please remember for us -- our **Mission** is the state mandated regulatory work.

CRITICAL!

Thanks,

KEEP CALM and be BIOSECURE!

Julie Helm, DVM, dACPV

**Acting, SC State Veterinarian & Director of Livestock Poultry Health
Poultry Programs, NPIP**

Clemson Livestock Poultry Health

SC State Veterinarian's Office

Cell 803-260-6442

www.clemson.edu/public/lph/ahp/poultry-npip/

Get on our SC Small Flock Email List:

www.clemson.edu/public/lph/ahp/poultry-npip/small-flock-email.html

#SCProtectYourFlocks #DefendYourFlock

Staff senate mtg w/the Dean

From Michael Atkins <atkins2@clemson.edu>
Date Mon 3/31/2025 12:07 PM
To Stephen Cole <scole3@clemson.edu>
Cc Ezra H Munn Munn Jr <ezram@clemson.edu>

Dr Cole,

Ezra and I represented PSA this morning at our monthly meeting, Dean is out sick today, and Melissa Kelly led the meeting. She asked for input from us on some new guidelines for college spending. We will be asked to define spending in terms of critical versus important independent of funding source.

We discussed some items that will not need approval, like utilities and contracts that are currently in place. Also new guidelines for items that will need approval. The new guidelines are focused on travel and the student experience primarily. Student obligations will be met, and it seems they will receive less scrutiny than other expenditures.

A new limit of 500.00 per transaction was discussed on p-cards and in buy ways. I stated that as a lab manager this would be very difficult and create inefficiency and delays on simple items that a lab needs to operate. It was stated that violators of the proposed limit could face disciplinary actions.

Overnight travel seems to be receiving the highest level of scrutiny. **I stated that as Regulatory we have "emergency travel" not just overnight travel and distinctions for this must be accounted for.** Also included in the new guidelines are events and food purchases.

There is a rumor/misunderstanding that E&G is bearing the burden of curtailing spending. I stated that this notion needed to be clarified in written communications to faculty and staff.

Extension representees as well as myself and Ezra raised an entirely different set of questions than our CAFLS counterparts. **Among CAFLS members there still seems to be a real lack of understanding of Extension and Regulatory services.**

Please let Ezra and myself know if you have any questions.

Best Regards,
Michael

Michael A Atkins
CU Ag Service Lab
171 Old Cherry Rd
Clemson, SC 29634
864.710.5563

Re: Summer Hiring

From Michael Weyman <mweyman@clermson.edu>

Date Tue 4/1/2025 3:09 PM

To Stephen Cole <scole3@clermson.edu>

Thanks for sharing.

Mike

**Dr. Michael D. Weyman, Jr., Director
Clemson Regulatory
Criminal Investigation Division
Special Investigations Unit**

On Apr 1, 2025, at 15:00, Stephen Cole <scole3@clermson.edu> wrote:

No issues with student hires, but still no approval for the ALB positions.

Steve

Federal
position

From: Allison Guggenheimer Bower <aguggen@clermson.edu>

Sent: Tuesday, April 1, 2025 11:56 AM

To: Stephen Cole <scole3@clermson.edu>

Subject: Fw: Summer Hiring

Please see our correspondence below regarding summer student hires. I will keep you updated.

Best,

Allison Guggenheimer Bower

Outreach, Education, & Engagement Coordinator

Regulatory Services

Clemson University

511 Westinghouse Road

Pendleton, SC 29670

724-396-3055

aguggen@clermson.edu

www.clemson.edu/regulatory

www.facebook.com/invasivesspeciesprogram

www.facebook.com/agsrvlb

www.facebook.com/clemsonorganic

From: Allison Guggenheimer Bower <aguggen@clermson.edu>

Sent: Tuesday, April 1, 2025 11:55 AM

To: Melissa Kelley <melissk@clermson.edu>; Rebecca Trutwin <trutwin@clermson.edu>; Ashley Hendrix <ampicke@clermson.edu>

Cc: Khristy Glover <khristd@clermson.edu>

Subject: Re: Summer Hiring

Thank you Melissa,

That is great news we will proceed with our student hires as usual.

I did have one additional question for the group. Our Division has been sponsoring our UPIC interns \$200 course fee through a scholarship program for the past several years since we found the fee was a financial barrier to students and prevented them from accepting positions. Dr. Cole wanted me to seek clarity if we are still able to do this for our summer hires. It would be \$800 total for the four positions. Thank you for your help as we navigate these spending guidelines.

Best,

Allison Guggenheimer Bower

Outreach, Education, & Engagement Coordinator

Regulatory Services

Clemson University

511 Westinghouse Road

Pendleton, SC 29670

ALB

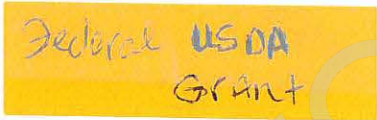
From Khristy Glover <khristd@clemson.edu>

Date Wed 4/2/2025 7:03 AM

To Stephen Cole <scole3@clemson.edu>

1 attachment (383 KB)

FY24 SCALB Work and Financial Plan.pdf;



Dr. Cole,

Attached is the workplan and budget for the 2024 ALB grant. Below is what is written in the grant.

1. What is the quantitative projection of accomplishments to be achieved?

a. By activity or function, what are the anticipated accomplishments by month, quarter, or other specified intervals?

- September– February
 1. Concentrate contractor surveyors on high priority acres.
 2. Hire and train staff to backfill vacant positions.
 3. Continue outreach and education campaign with at least seven events attended (COVID impacts allowing) and distribution of outreach materials throughout the state.
- March – August
 1. Continue contractor survey efforts and expand QA team with existing program staff.
 2. Continue outreach and education campaign with at least seven events attended and targeted outreach within the impacted area.

The budget does not specifically have new hires as a line item, but if you take the amount budgeted (13,650 hours) and divide that by 1950 hours (37.5 hrs * 52 weeks) you will get 7 employees).

ALB Program Specialists, RPSP DPI	13,650hrs @ \$28/hour (ave. salary)	\$382,200	\$ -
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Let me know if you need anything else.

Best,

Khristy Glover, MBA

Assistant Director of Operations and Strategic Development

Regulatory and Public Service Programs

Clemson University

511 Westinghouse Rd

Pendleton, SC 29670

CAFLS Hiring and Active Search Update

From cafls_psa_employees-request@lists.clemson.edu <cafls_psa_employees-request@lists.clemson.edu>
on behalf of
Dean of CAFLS <deanofcafls@clemson.edu>
Date Wed 4/2/2025 11:26 AM
To cafls_psa_employees@lists.clemson.edu <cafls_psa_employees@lists.clemson.edu>

Dear CAFLS Faculty and Staff,

In addition to the spending guidelines, there have been persistent questions regarding searches in process. For example, are we allowed to complete interviews in cases where the process has started? Can we conduct Zoom interviews to determine the semi-finalists in cases where the search has closed? I admit as well to not having a full understanding of the allowable parameters in these instances.

Yesterday, the deans received clear and unassailable guidance from Provost Jones. For your benefit, I have copied his message below:

Dear deans and academic division leaders,

*Per the university communication regarding **pausing hiring**, I ask that you please communicate with all of your search committees that have open searches to ensure that their activity has stopped. This will help to prevent any new requests for offers coming forward that were not reported in the request last week.*

***Per the March 25th message to campus, all hiring and personnel actions are paused until May 7th, when the guidance will be reassessed for any further action that may need to occur to manage expenses.** In the meantime, if there are critical hires or personnel actions that you believe are essential, you may provide a request through the Office of the Provost to continue the search or action for consideration by the CFO, Chief of Staff and Provost.*

Thank you for your leadership and creative management during this time.

Bob

The upshot is this: we will temporarily halt **ALL** ongoing search activities in CAFLS. Even so, the associate deans, executive directors, and I understand there are several critical hires we feel we must make to ensure continued operations. We have advanced these to the Provost, CFO, and Chief of Staff.

I appreciate the frustration you (we) feel in this moment. Certainly, we continue to face challenging fiscal circumstances that impact our normal scope of operations in multiple ways. As always, I appreciate your cooperation and collaboration as we work to meet these challenges while still fulfilling our core missions. Thank you for all that you do.

Matt Holt

Dean

College of Agriculture, Forestry & Life Sciences
Clemson University

101 Barre Hall
Clemson, SC 29634
864.656.7551
clemson.edu/cafls



FITSNEWS

RE: Current Regulatory Vacancies

From Stephen Cole <scole3@clermson.edu>

Date Wed 4/2/2025 4:15 PM

To Matt Holt <mattholt@clermson.edu>; Melissa Kelley <MELISSK@clermson.edu>

Hi Matt,

I'll try to give a concise answer, but it's a little complex. Our state Law, SC Code of Laws, Title 46, Chapter 9 establishes the Crop Pest Commission and delegates authority to the Director.

Title 46, Chapter 9 State Crop Pest Commission

SECTION 46-9-10.Commission established; duties and responsibilities; membership of commission.

The State Crop Pest Commission is established. It **shall execute** this chapter, **Section 46-1-140, Chapters 10, 13, 25, 26, 33, 35, and 37** of this title and other duties and responsibilities assigned by law. **The commission consists of no less than three members of the Agriculture and Natural Resources Committee of the Clemson University Board of Trustees, or the committee's successor, as designated by the board.**

SECTION 46-9-50.Delegation of duties of commission to director; powers and duties of director.

The commission **shall delegate the duties provided in this chapter and other applicable chapters of this title to the director who may administer and enforce the provisions and promulgate related regulations.**

Under Title 46 of state law, the Commission is charged with carrying out several chapters listed above including state and federal plant pest quarantines in cooperation with USDA and pesticide laws in cooperation with US EPA. Our state has what is essentially a cooperative agreement (a legal document) with these two federal agencies (as most states do) that requires SC to establish and enforce laws that mirror the federal laws. In this case it would be the Federal Plant Protection Act and the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA). As part of our agreement, we are given federal law enforcement primacy over the state which means we are credentialed as federal agents and can cite federal violations on behalf of the USDA and EPA. In return, the feds give us funds to carry out operations in the form of grants. The Asian Longhorned Beetle Eradication program is one of these grants and it also consists of a state (Chapter 27 of SC Code of Regulations) and federal quarantine for which we must inspect and monitor any movement of host plant materials inside and outside the quarantine as well as plant destruction activities. Our field staff conduct these duties as well as field survey work. Not doing these duties would place our agreement and funding in jeopardy as we would not be meeting the quarantine requirements in our state and federal laws. Our laws require us to do this work and the agreement with the federal government indicates that we agree to the requirements for enforcing the law. Not hiring employees that are federally funded to execute state and federal law would be a violation of our agreements with the government. The same is true for EPA, we have a chemist position that tests pesticide residue samples in routine and for cause investigations tied to state and federal laws. Not having the human resources to provide lab testing services would put us out of compliance with the laws we are responsible for enforcing.

In addition, Clemson has been assigned responsibility for these laws by our legislature (duties accepted). The legislature provides funds for our programs and allows us to maintain revenue to support the programs with the expectation that we will execute the enforcement of these laws as prescribed. The federal side is the same. By not allowing me to hire personnel to execute these laws when I clearly have the funds and an obligation (mandate) to perform these duties, it gives the appearance that our leadership (who has no legal authority) is interfering with the Commission's responsibilities. Our law states that interference is a violation:

SECTION 46-9-80. Penalties for interfering with commission, director, deputies, assistants, or agents.

A person who seeks to prevent an inspection under the direction of the commission, the director, or his deputies, assistants, or agents or who **otherwise interferes with the director or his assistants, deputies, or agents, while in the performance of their duties under this chapter and other chapters of this title assigned to the jurisdiction of the commission, is guilty of a misdemeanor and, upon conviction, must be fined not less than fifty nor more than two hundred dollars or imprisoned not less than ten nor more than thirty days, or both, for a first offense and for a second offense in the discretion of the court.**

As long as we are denied positions, I cannot perform my duties to the state and the federal government by administration that has no legal authority to interfere with my duties under this law.

The ALB positions are needed to ensure that our state and federal quarantine regulations are met and for the pesticide chemist it is about meeting EPA and state laws for the safe and legal use of pesticides. Chemical testing provides evidence of pesticide misuse with lab analysis in situations like the animal poisoning cases we have seen lately and also assures the public that their homes and other structures have been properly treated to prevent termite infestations. Again, to me the risk in not hiring lies in not meeting the expectations of state and federal law when we have funds and a mandate to do so and as the Director, I am stating that legally these positions are necessary to carry out the provisions of Title 46. The federal government's financial support indicates that they too believe these programs are required under federal law.

Let me know if you'd like more details or specific statutes.

Steve

CRITICAL!

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)
Clemson University

511 Westinghouse Rd.

Pendleton, SC 29670

864.646.2122

www.clemson.edu/public/regulatory/

From: Matt Holt <mattholt@clemson.edu>

Sent: Wednesday, April 2, 2025 2:20 PM

To: Stephen Cole <scole3@clermson.edu>; Melissa Kelley <melissk@clermson.edu>
Subject: Re: Current Regulatory Vacancies

Steve,

Many thanks. Could you please also provide some verbiage about RS's statutory state and federal obligations that, if not performed, will imply we are violating the law. And tell me how the positions you listed are necessary to ensure we do not run into a violation situation?

Thanks,

Matt

Matt Holt | Clemson University
Dean
College of Agriculture, Forestry, and Life Sciences
101 Barre Hall
Clemson, SC 29634
<http://clermson.edu/cafls>

CLEMSON 

From: Stephen Cole <scole3@clermson.edu>
Sent: Wednesday, April 2, 2025 11:51 AM
To: Melissa Kelley <melissk@clermson.edu>
Cc: Matt Holt <mattholt@clermson.edu>
Subject: Current Regulatory Vacancies

Melissa,

Dean holt asked me to put a document together with our vacant positions and identify the ones that are most critical at this time. Please review this document and let me know if you need additional information.

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)

Clemson University

511 Westinghouse Rd.

Pendleton, SC 29670

April 7, 2025

MEMORANDUM

TO: Matt Holt
Dean of College of Agriculture, Forestry and Life Sciences
and Vice President of Public Service and Agriculture

FROM: Adam Fisher
Director of Internal Auditing

SUBJECT: Notification of Audit – College of Agriculture, Forestry
and Life Sciences Business Office

OFFICE OF INTERNAL AUDITING

CLEMSON UNIVERSITY
391 COLLEGE AVENUE, SUITE 402
CLEMSON, SC 29634-5403

P 864-656-2387
F 864-656-0752

An audit of the College of Agriculture, Forestry and Life Sciences (CAFLS) Business Office is planned for the near future. The objectives of the audit are to:

- review the system of internal controls,
- check on a test basis the accuracy and validity of selected transactions,
- ascertain that institutional policies and procedures, State and federal laws, etc., are being followed,
- make any recommendations for improvements.

An entrance conference will be scheduled to discuss the steps involved in the audit process, as well as the scope and objectives. The audit staff performing the audit will include Valis Fleming and Jeff Rosenberger. See the attached Audit Cycle Summary. A report summarizing the results of the audit will be provided to you as soon as the audit is completed.

We encourage your involvement in the audit process and appreciate the opportunity to provide this service. Please contact us if you have any questions or audit suggestions.

jl

Attachment

cc via email: Paula Agudelo
Steve Cole
Tom Dobbins
Melissa Kelley
Mike Neault
Kayla Payne

Requested by PSA
Director for HCLP!

**CLEMSON UNIVERSITY
OFFICE OF INTERNAL AUDITING
AUDIT CYCLE SUMMARY**

The following steps are followed in most audits conducted:

- **Selection of Unit to be Audited Based on:**
 - Input from President, Vice Presidents, Business Officers, and other University management level personnel
 - Level of Risk: Volume of activity, stability of management/staff, last time audited, public relations exposure, external regulatory requirements.
- **Notification to Audit Client and Vice President** – Allows for input into the audit process by the Vice President or other appropriate intermediaries.
- **Entrance Conference** – Scope/objectives and purpose of audit are explained. Allows for audit client input into the audit process.
- **Field Work** – Auditor performs work. Findings/recommendations are shared with audit client as audit progresses.
- **Work Paper Review** – Director or audit manager reviews work papers and interacts with audit client and University management as audit progresses.
- **Draft Report** – Sent to audit client via email for review and discussion at the Exit Conference. The audit client is expected to have drafted written responses prior to the exit conference. Typically, a two-week period is provided between the draft report and exit conference.
- **Exit Conference** – Contents of draft report and proposed responses are discussed and agreement reached on any necessary changes. Draft responses will include planned or completed changes made and the expected completion date.
- **Final Report** – Email copy sent to audit client with their response incorporated. Email copies sent to appropriate intermediaries.
- **Audit Findings** – Findings denoted within the report are entered and tracked within the audit software of TeamMate. Open issues are summarized and reported to executive management and the Board of Trustees on issues that are past due.
- **Follow-up Audit/Review** – Within 12 months, the implemented recommendations may be reviewed for their effectiveness.

Fw: MTT Hotel

From RYAN OKEY <rokey@clermson.edu>
Date Tue 4/15/2025 10:00 AM
To Stephen Cole <scole3@clermson.edu>

Dr. Cole

See below. This training starts at 7:30 tomorrow morning and Thursday morning, and it is the final part of Melynda's training as an attendee to get final cut loose. Driving back and forth is possible but not without leaving at **4:30ish each morning**. Thanks.

Ryan A. Okey

Assistant Director

Department of Pesticide Regulation
Public Service and Agriculture
Clemson University

511 Westinghouse Road
Pendleton, SC 29670
C: 864-293-8647
rokey@clermson.edu

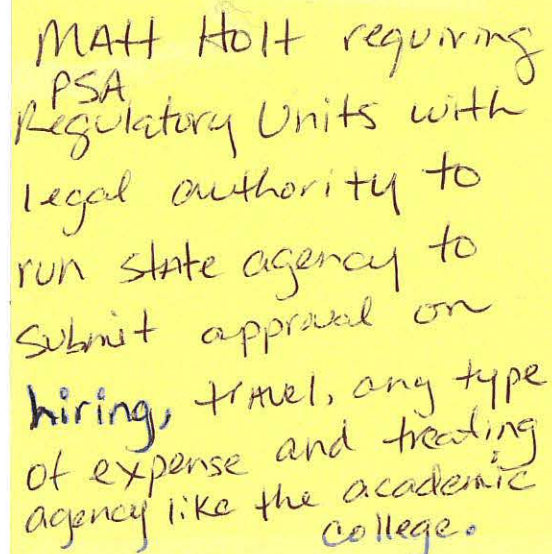
From: Matthew Curtis Rogers <rogers4@clermson.edu>
Sent: Tuesday, April 15, 2025 9:56 AM
To: Melynda Manuel <melyndm@clermson.edu>
Cc: RYAN OKEY <rokey@clermson.edu>
Subject: Re: MTT Hotel

Waiting on approval from Matt Holt

MATTHEW C. ROGERS

Pesticide Investigator
Department of Pesticide Regulation
Clemson University

P.O. Box 27228
Greenville, SC 29616
C: 919-600-2681
rogers4@clermson.edu
www.clemson.edu/dpr



MATT Holt requiring
PSA
Regulatory Units with
legal authority to
run state agency to
submit approval on
hiring, travel, any type
of expense and treating
agency like the academic
college.

On Apr 15, 2025, at 9:51 AM, Melynda Manuel <melyndm@clermson.edu> wrote:

Please see below from Ryan

Respectfully,

Melynda M. Manuel

Pesticide Investigator

Department of Pesticide Regulation
Clemson University
(716)628-4321

From: RYAN OKEY <rokey@clermson.edu>

Sent: Tuesday, April 15, 2025 9:47 AM

To: Melynda Manuel <melyndm@clermson.edu>

Subject: Re: MTT Hotel

I would reach out to Matt. He should be able to see in Teams who we are waiting on. Let's see if we can find that this morning and then decide.

Ryan A. Okey

Assistant Director

Department of Pesticide Regulation
Public Service and Agriculture
Clemson University

511 Westinghouse Road

Pendleton, SC 29670

C: 864-293-8647

rokey@clermson.edu

From: Melynda Manuel <melyndm@clermson.edu>

Sent: Tuesday, April 15, 2025 9:44:50 AM

To: RYAN OKEY <rokey@clermson.edu>

Subject: Re: MTT Hotel

Huge delays on travel approval. I'm waiting on the final approval in Teams. Matt went ahead and approved my Concur request without it thinking that it is already approved travel. Would you suggest I drive instead of staying in a hotel?

Respectfully,

Melynda M. Manuel

Pesticide Investigator

Department of Pesticide Regulation
Clemson University
(716)628-4321

From: RYAN OKEY <rokey@clemson.edu>
Sent: Tuesday, April 15, 2025 9:42 AM
To: Melynda Manuel <melyndm@clemson.edu>
Subject: Re: MTT Hotel

We stay at 1310 Robert's Branch Pkwy, Columbia, SC 29203 (Hampton). Did you get your travel request approved without any delays?

Ryan A. Okey

Assistant Director

Department of Pesticide Regulation
Public Service and Agriculture
Clemson University

511 Westinghouse Road
Pendleton, SC 29670
C: 864-293-8647
rokey@clemson.edu

From: Melynda Manuel <melyndm@clemson.edu>
Sent: Tuesday, April 15, 2025 9:39:53 AM
To: RYAN OKEY <rokey@clemson.edu>
Subject: MTT Hotel

Ryan,

Which hotel do you suggest I stay at for MTT?

Respectfully,

Melynda M. Manuel

Pesticide Investigator

Department of Pesticide Regulation
Clemson University
(716)628-4321

PSA meeting

From Beth Crocker <bcrock@clermson.edu>

Date Thu 4/24/2025 11:52 AM

To Provost Bob Jones <provost@clermson.edu>; Matt Holt <mattholt@clermson.edu>; Stephen Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>

Cc Amy McKinney Josey <amjosey@clermson.edu>; Necole S Richardson <npicken@clermson.edu>; Berinthia Allison <balliso@clermson.edu>

Hi all,

After the recent State Crop Pest Commission meeting and prior to the LPH commission meeting, I'd like to see if we can get together and discuss the **statutory responsibilities and requirements for both of the Commissions**, and how we are addressing those responsibilities **in light of some of the funding and hiring challenges that these Departments may be facing.**

I've copied some of the admins that may be able to help us schedule this. I am requesting that we meet in person if possible but to also provide for a zoom link to make sure that we are able to include Mike Neault and others as needed, to see if we can schedule this meeting sooner rather than later.

Amy, would you mind being the lead on getting this meeting set up for us?

Thank you!

Beth

Anne "Beth" Crocker, J.D., LL.M.

Sr. Associate General Counsel

Clemson University

207 Sikes Hall

Clemson, SC 29634

864.656.3414

bcrock@clermson.edu

Re: Operational/Cost Saving Initiatives

From Matt Holt <mattholt@clermson.edu>

Date Wed 4/30/2025 7:10 PM

To Matthew G Interis <mginter@clermson.edu> ^{college}; Paula Agudelo <pagudel@clermson.edu>; Thomas Dobbins <tddbns@clermson.edu>; Robert Baldwin <baldwi6@clermson.edu>; Kayla Steele Payne <KSTEEL2@clermson.edu>; Stephen Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>

Cc Melissa Kelley <melissk@clermson.edu>; Greg Yarrow <gyarrow@clermson.edu>

Hi Matt,

I can assure you the BOT does not give one hoot about the fund number or fund sources. They are simply asking why we can't do a better job of controlling our costs. As we know, inflation and growth have something to do with it. Maybe (probably) a lot of it.

As for sharing with the department chairs, sure, no problem. But keep in mind they are looking for college-level impact and relevance.

I think one thing we could do is mention the \$9M we are holding because we can't refill the positions. It has required us to be more flexible and creative. Of course, we want (need) the positions returned to us. Soooo ... it might not be a good idea to go down this trail. But, we have had "forced" efficiency and cost savings.

Thanks,

MTH

Matt Holt | Clemson University
Dean
College of Agriculture, Forestry, and Life Sciences
101 Barre Hall
Clemson, SC 29634
<http://clermson.edu/cafls>
Clemson University

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From: Matthew G Interis <mginter@clermson.edu>

Sent: Wednesday, April 30, 2025 4:56:12 PM

To: Matt Holt <mattholt@clermson.edu>; Paula Agudelo <pagudel@clermson.edu>; Thomas Dobbins <tddbns@clermson.edu>; Robert Baldwin <baldwi6@clermson.edu>; Kayla Steele Payne <KSTEEL2@clermson.edu>

Cc: Melissa Kelley <melissk@clermson.edu>; Greg Yarrow <gyarrow@clermson.edu>

Subject: Re: Operational/Cost Saving Initiatives

Matt,

- Is this agnostic to Fund type? (e.g. do they care about endowment/gift monies?)
- Can I share this with department chairs, as most E&G expenditures come from the academic departments?

Thanks,
Matt

Matthew G. Interis, Ph.D.

Associate Dean for Academic Affairs

College of Agriculture, Forestry and Life Sciences
Clemson University

107 Barre Hall
Clemson, SC 29634
864.656.3539
clemson.edu/cafls

From: Matt Holt

Sent: Wednesday, April 30, 2025 4:04 PM

To: Paula Agudelo; Thomas Dobbins; Matthew G Interis; Robert Baldwin; Kayla Steele Payne

Cc: Melissa Kelley; Greg Yarrow

Subject: Re: Operational/Cost Saving Initiatives

Dear All,

Please take a look at the attached message that was distributed in the Deans/Provost meeting yesterday. They would like each college to respond with between 5 and 8 cost-saving measures (or efficiency measures) we have implemented in the past two years. They want this data by the end of May. It will be reported to the BOT at the July meeting.

I need your help. Please send Kayla (and copy me) two (or more) efforts in your respective areas that have resulted in significant cost savings and/or efficiency measures.

Thanks!

Matt

Matt Holt | Clemson University

Dean

College of Agriculture, Forestry, and Life Sciences

101 Barre Hall

Clemson, SC 29634

<http://clemson.edu/cafls>

CLEMSON 

Fw: Escalation Hiring Request #411: Public Service and Agriculture - 4/22/2025 7:09 PM

From Shannon Alford <sralfor@clermson.edu>

Date Thu 5/1/2025 2:17 PM

To Stephen Cole <scole3@clermson.edu>

Provost

Great news! You can thank Bob about the Chemist position instead of reminding him about it.

Shannon Alford, PhD
Director of Analytical Laboratories
Regulatory Services
Clemson University

171 Old Cherry Road
Clemson, SC 29634
w 864.656.2300
sralfor@clermson.edu
www.clemson.edu/agsrvlb
www.facebook.com/agsrvlb
www.clemson.edu/regulatory

Position frozen
on 03/30 that was
Approved + Applicants
applying online for
position. Position
delayed (interrupted)
for 6 to 8 weeks
for a state + federal position.

From: Candice Harper Heatherly <ceharpe@clermson.edu>

Sent: Thursday, May 1, 2025 2:15 PM

To: Shannon Alford <sralfor@clermson.edu>

Cc: SANDY HEAD <sandyh@clermson.edu>; Joy Boatwright <boatwr2@clermson.edu>

Subject: Fw: Escalation Hiring Request #411: Public Service and Agriculture - 4/22/2025 7:09 PM

Great news! You have approval to move forward with interviews, offer and finalize a candidate! There will be no new approvals needed (accept to get Joy's approval before a final offer is made).

Thanks,

Candice Heatherly

Administrative Officer

College of Agriculture, Forestry and Life Sciences
Clemson University

2027 Barre Hall
Clemson, SC 29634
864.656.2511

From: Michelle Turner <notifications@cognitoforms.com>
Sent: Thursday, May 1, 2025 1:44 PM
To: Jennifer Hooper <jthooper@clemson.edu>
Subject: Escalation Hiring Request #411: Public Service and Agriculture - 4/22/2025 7:09 PM

This Message Is From An External Sender: Use caution when opening links or attachments if you do not recognize the sender.

Clemson University

Escalation Requests

The below request has been approved and can now proceed through the HR process.

Please note: The Tiger Talent submission must include in the justification section the reference number listed in the subject heading of this email. Requests that are submitted without the reference number will be denied and require resubmission.

Reference Number: 411

Comments: Provided by dept regarding compliance: "to support routine and for cause pesticide regulatory inspections and investigations as required by SC law Title 46 Chapter 13 (SC Pesticide Control Act)" and the Federal Insecticide, Fungicide, and Rodenticide Act. This position also performs pesticide residue testing, EPA pesticide groundwater testing, and the testing of structural termiticide treatments." BCA

If you have any questions, please let us know.

Entry Details

Requestor's Name

Jennifer Hooper

Requestor's Email

jthooper@clemson.edu

Budget Center Name Public Service and Agriculture

Department ID 0194

HR Budget Center Code B001

Department Name Pesticide Regulation

Hiring Request or Salary Action? Hiring Request

Hiring Request Type New Hire

Fiscal Year Start? FY25

Primary Funding Source PSA Self-Generated (Fund 12)

Faculty, Staff, or Student? Staff

Full or Part Time? Full-time

Hourly or Salary? Salary

Pay Group 12L

Position Type?	FTE
FTE Position	Available
State Class	Classified

State Title	Chemist II
-------------	------------

Business Title	Analytical Specialist-Chemist
----------------	-------------------------------

Budget

Annual Base Salary	\$63,924.00
--------------------	-------------

Space

Job Location	On-Site
--------------	---------

Office Space	Available
--------------	-----------

Building	Center For Applied Technology (CAT)
----------	-------------------------------------

Room Number	100
-------------	-----

Notes

Clemson Elevate Focus Area	Double Research by 2035
----------------------------	-------------------------

Justification/Comments

This position was posted (TT71413), in the interview stage but was stopped. We would like to move forward with interviews and hopefully an offer if a viable candidate is found. This position is critical for our Pesticide Regulatory program.

FITSNEWS

I look forward to your prompt response.

Regards,
Matt

Matt Hersom Ph.D., PAS | CLEMSON UNIVERSITY

Professor and Director,
Piedmont Research and Education Center
105 Ag Services Center
135 West Cherry Road
Clemson, SC 29634-0385
M: 352-871-6307
O: 864-656-2030

From: Matt Hersom <mhersom@clemson.edu>

Date: Thursday, May 29, 2025 at 12:15 PM

To: Rick Petillo <rpetill@clemson.edu>, Max Allen <maallen@clemson.edu>, Robert H Jones <rhj@clemson.edu>

Subject: Re: PREC Staffing Approval

Gentlemen,

Last week I sent you all an email regarding approval of a TMP at the Morgan Poultry Center. Please see below.

I did not receive any response, so I am following up this week with the same inquiry. Can I get a simple YES or NO approval for this TMP \$10.50/hr position to facilitate farm operations and ongoing research activities.

I'm being put in the rather unprofessional position of not being able to provide this individual an answer regarding their employment status less than two weeks from the termination date. I look forward to receiving a positive decision soon.

Regards,
Matt

Matt Hersom Ph.D., PAS | CLEMSON UNIVERSITY

Professor and Director,
Piedmont Research and Education Center
105 Ag Services Center
135 West Cherry Road
Clemson, SC 29634-0385
M: 352-871-6307
O: 864-656-2030

From: Matt Hersom <mhersom@clemson.edu>

Date: Wednesday, May 21, 2025 at 2:55 PM

To: Rick Petillo <rpetill@clemson.edu>, Max Allen <maallen@clemson.edu>, Robert H Jones <rhj@clemson.edu>

Subject: PREC Staffing Approval

Gentlemen,

I am writing to petition for the approval of a renewal of position # 00017906 that was submitted on May 5.

This position is a Full-Time TMP position at the Morgan Poultry Center that was budgeted for this fiscal year, budgeted for next fiscal year, and is funded by Piedmont REC revenue. This is a \$10.50/hour position. **The TMP position expires on June 11, 2025**, and needs to be approved for renewal to facilitate continuity of on-going research projects and overall farm operations. This is especially important because PREC based our ability to facilitate faculty research on having this position in place. To that end, simultaneous large-scale research projects on the farm has 625 chickens that will begin to lay eggs in a matter of days. In mid-June over +600 eggs per day will have to be collected by hand and washed for research purposes and sale of the eggs to the public. Without this staff position we will be limited in daily farm operations and egg processing; meaning we may have to throw away eggs instead of being able to sell them in a time of national egg shortage.

There is a current employee (DeMarco Owens) in the position, and we would like to retain him because he has a year of experience, works independently, lives local, and willingly works holidays and when CU students are not available.

Thank you for your consideration.

Regards,
Matt

Matt Hersom Ph.D., PAS | CLEMSON UNIVERSITY

Professor and Director,
Piedmont Research and Education Center
105 Ag Services Center
135 West Cherry Road
Clemson, SC 29634-0385
M: 352-871-6307
O: 864-656-2030

Research Farm
Operations for State

Fwd: PREC Staffing Approval

From Thomas Dobbins <tdbbns@clermson.edu>
Date Wed 6/4/2025 1:06 PM
To Stephen Cole <scole3@clermson.edu>; Matthew Burns <burns5@clermson.edu>; Blake Lanford <blakel@clermson.edu>

Thomas R. Dobbins, Ph.D.

Associate Dean Outreach & Engagement – CAFLS
Professor and Director – Cooperative Extension Service
Clemson Cooperative Extension Service
Clemson University

Begin forwarded message:

From: Paula Agudelo <pagudel@clermson.edu>
Date: June 4, 2025 at 12:34:06 PM EDT
To: Thomas Dobbins <tdbbns@clermson.edu>
Subject: Fw: PREC Staffing Approval

PAULA AGUDELO, Ph.D.

ASSOCIATE DEAN FOR RESEARCH &
DIRECTOR OF CU EXPERIMENT STATION
College of Agriculture, Forestry and Life Sciences
Clemson University

104 Barre Hall
w 864-656-2810
pagudel@clermson.edu

From: Max Allen <maallen@clermson.edu>
Sent: Wednesday, June 4, 2025 12:32 PM
To: Matt Hersom <mhersom@clermson.edu>; Rick Petillo <rpetill@clermson.edu>; Robert H Jones <rhj@clermson.edu>
Cc: Paula Agudelo <pagudel@clermson.edu>; Matt Holt <mattholt@clermson.edu>
Subject: RE: PREC Staffing Approval

Matt,

I apologize. It was my understanding that Dean Holt was addressing this with you. The escalation team defers to the various Colleges or Divisions on priority/need for requests in making decisions. I agree you deserve a prompt response.

Max

Max Allen

Senior Vice President and Chief of Staff
Office of the President
Clemson University

201 Sikes Hall
Clemson, SC 29634-4001
864-656-3413

No response from
Matt Holt

Re: Audit Notification - CAFLS Business Office

From Paula Agudelo <pagudel@clermson.edu>

Removed from her position by Dean Holt

Date Wed 6/4/2025 9:35 AM

To Stephen Cole <scole3@clermson.edu>; Adam Fisher <fishera@clermson.edu>

Cc Thomas Dobbins <tdbbns@clermson.edu>; Michael Neault <mneault@clermson.edu>; Melissa Kelley <melissk@clermson.edu>; Matt Holt <mattholt@clermson.edu>

The appropriations bills are itemized into the 4 programs. You can find all the appropriation bills here: [South Carolina State Budget Bills- South Carolina Legislature Online \(scstatehouse.gov\)](https://www.scstatehouse.gov)

If you choose any Appropriation Bill and then you go to Section 45 (Clemson PSA), you can see the itemization.

For each year, you can look in the Provisos. For this year, see proviso 117.9:

117.9. (GP: Transfers of Appropriations) Agencies and institutions shall be authorized to transfer appropriations within programs and within the agency with notification to the Executive Budget Office and Comptroller General. No such transfer may exceed twenty percent of the program budget. Upon request, details of such transfers may be provided to members of the General Assembly on an agency by agency basis. Transfers of appropriations from personal service accounts to other operating accounts or from other operating accounts to personal service accounts may be restricted to any established standard level set by the State Fiscal Accountability Authority upon formal approval by a majority of the members of the State Fiscal Accountability Authority.

In General, also in the Code of Laws, Title 2. General Assembly:

SECTION 2-7-60. Annual general appropriations act.

The General Assembly shall annually provide for all expenditures in the general appropriation act and the appropriations made for any department, institution, board or commission shall be in a definite sum for each purpose or activity with such itemization under the activity as may be deemed necessary by the General Assembly.

SECTION 2-7-75. Funds to be used in fiscal year for which they are appropriated, in accordance with line item appropriations.

All state funds appropriated shall be used and all federal and other funds may be used for the operation of state agencies and institutions for the fiscal year for which they are appropriated or made available for use. All agencies and institutions are directed to expend state appropriated funds in strict accordance with the line item appropriations as authorized by the annual appropriations act except for such transfers of funds as may be approved by the Budget and Control Board under its authority as set forth in the appropriations act or other provisions of law. When practicable, all agencies and institutions having federal or other funds available for the financing of their operation shall expend such funds in accordance with the line item appropriations. The authorization to spend federal and other funds shall be reduced to the extent that receipts from these sources do not meet the estimates as reflected in each section of the Previous appropriation Next act. The Budget and Control Board shall give consideration to the intent of

the General Assembly expressed in this section when exercising its responsibility for reviewing grant requests as set forth in the annual appropriations act.

PAULA AGUDELO, Ph.D.

ASSOCIATE DEAN FOR RESEARCH &
DIRECTOR OF CU EXPERIMENT STATION
College of Agriculture, Forestry and Life Sciences
Clemson University

104 Barre Hall
w 864-656-2810
pagudel@clemson.edu

From: Stephen Cole <scole3@clemson.edu>

Sent: Friday, May 23, 2025 9:09 AM

To: Adam Fisher <fishera@clemson.edu>

Cc: Paula Agudelo <pagudel@clemson.edu>; Thomas Dobbins <tdbbns@clemson.edu>; Michael Neault <mneault@clemson.edu>; Melissa Kelley <melissk@clemson.edu>; Matt Holt <mattholt@clemson.edu>

Subject: Fw: Audit Notification - CAFLS Business Office

Good morning Adam,

I hope you are doing well. Thanks for sharing the audit notification for CAFLS. On behalf of the four PSA Unit Directors, I'd like to request that we are allowed time to speak with the auditors when appropriate. In my case, Regulatory funds are not discretionary in nature, and I have a legal obligation to ensure that Clemson maintains compliance with state and federal laws.

Thanks for your consideration and please let me know if you would like to discuss.

Regards,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory
College of Agriculture, Forestry, and Life Sciences (CAFLS)
Clemson University

511 Westinghouse Rd.
Pendleton, SC 29670
864.646.2122
www.clemson.edu/public/regulatory/

From: Janet Lollis <janetl@clemson.edu>

Sent: Monday, April 7, 2025 2:53 PM

To: Matt Holt <mattholt@clemson.edu>

Cc: Paula Agudelo <pagudel@clermson.edu>; Stephen Cole <scole3@clermson.edu>; Thomas Dobbins <tddbns@clermson.edu>; Melissa Kelley <melissk@clermson.edu>; Michael Neault <mneault@clermson.edu>; Kayla Steele Payne <KSTEEL2@clermson.edu>; Adam Fisher <fishera@clermson.edu>; Jeff Rosenberger <rjeffre@clermson.edu>; Valis M Fleming <vflemin@clermson.edu>

Subject: Audit Notification - CAFLS Business Office

Please see attached.

Thank you,

Janet Lollis

Administrative Coordinator
Internal Audit
Clemson University

391 College Avenue, Suite 402
Clemson, South Carolina 29634
864.656.2387

www.clemson.edu/internalaudit.edu



FITSNEWS

PAR Request

From Thomas Dobbins <tddbns@clermson.edu>

Date Mon 6/9/2025 5:35 AM

To Matt Holt <mattholt@clermson.edu>

Cc Paula Agudelo <pagudel@clermson.edu>; Matthew G Interis <mginter@clermson.edu>; Stephen Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>; Matthew Burns <burns5@clermson.edu>; Blake Lanford <blakel@clermson.edu>

Dear Dean Holt,

I am sorry I will miss today's meeting, because of travel to the mini-land grant conference. After meaningful though and much soul searching, I must ask the committee to escalate the PAR's for the Program Team Directors (Rhonda Matthews, Derrick Phinney, Cory Tanner and Lee VanLake) and Christi Leard before we ask for other positions. We have budgeted for and had prior approval for these PARs dating back to November 2024. We worked with HR to make the needed adjustment to bring these folks into market range. These folks waited until we made all needed salary adjustments for their team members to ensure we had funds to bring agents and Extension Associate to the 25th percentile of their fair market. They have waited and listen to our explanation of why they were approved and then denied. This is not morally right especially when Ms. Matthew's is planning retirement and is the one with the lowest salary.

I do not understand how the escalation process works. Especially after last week we received permission to hire a Charleston Hort Agent that was not on our top priority list that was turned in and discussed. Our escalation committee must understand the process and how it is or is not working.

I am amazed that the spending pause is only for certain folks. Our new CFO received over a 100K pay raise but is willing to deny others. I am sorry for the tone of this email but I am frustrated, confused, and concerned. If it was budgeted, in market, within cap and we have the money and have not overspent and within budget why cannot the PARs be approved. I would truly think it is time to meet with Angie and Rick to get their side of the story. If we do not move these forward this week, we will not be able to get this done this fiscal year. Thanks in advance for your consideration.

THOMAS R. DOBBINS, PH.D.

ASSOCIATE DEAN, OUTREACH & ENGAGEMENT – CAFLS

PROFESSOR AND DIRECTOR OF COOPERATIVE EXTENSION

Clemson Cooperative Extension System

Clemson University

Possible follow-up

From Michael Neault <mneault@clermson.edu>

Date Tue 7/8/2025 10:42 AM

To April Purvis <aspurvi@clermson.edu>

Secretary to Board
of Trustees

Cc Stephen Cole <scole3@clermson.edu>; Beth Crocker <bcrock@clermson.edu>; Matt Holt <mattholt@clermson.edu>

Good morning, April.

Thanks again for the opportunity to present to the Livestock-Poultry Health Commission today. For the next presentation, let me know what topics the Commission wants to hear, and I will tailor it for them.

I'd like to know if there is an opportunity for Dr. Cole and me to schedule a meeting with Dr. Lynn to discuss our agencies' financial issues and answer any questions he may have in more detail. I appreciated his follow-up questions on this topic and would like to know what type of follow-up reporting he would like for the Commission.

Sincerely,

Michael J. Neault, DVM

SC State Veterinarian, Executive Director in CAFLS, and Director of Livestock Poultry Health

Clemson University

Address: 500 Clemson Road, Columbia, SC 29229

O: (803) 788-2260

C: (803) 365-5590

E: mneault@clermson.edu

www.clemson.edu/lph

Clemson University Livestock Poultry Health offers its programs to people of all ages, regardless of race, color, gender, religion, national origin, disability, political beliefs, sexual orientation, gender identity, marital or family status and is an equal opportunity employer.

Escalation - Urgent need- Savannah Valley

From **Thomas Dobbins <tdbbns@clermson.edu>**

Date Thu 7/17/2025 9:10 AM

To Matt Holt <mattholt@clermson.edu>

Cc Paula Agudelo <pagudel@clermson.edu>; Matthew G Interis <mginter@clermson.edu>; Stephen Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>; Melissa Kelley <melissk@clermson.edu>; Kayla Steele Payne <KSTEEL2@clermson.edu>; Candice Harper Heatherly <ceharpe@clermson.edu>; Blake Lanford <blakel@clermson.edu>; Matthew Burns <burns5@clermson.edu>

Dr. Holt and the rest of the escalation meeting:

The Savannah Valley District is a critical situation and is at a tipping point. Below is a listing of their current needs. This district has been hit hard by retirements and agents leaving Extension. I have also attached a request to hire with justification. If you have any questions please call me. Again this is an URGENT request-

Current refills needed:

Charleston Hort (hope this will be an internal transfer)

Dorchester 4-H (Interviewing)

Berkeley 4-H

Bamberg, Allendale, Barnwell 4-H

Charleston 4-H

Dorchester Admin

Please note that the following Counties only have 1 Agent:

Allendale – Hillary (livestock team..7 counties wanting to relocate)

Bamberg – Joe Varn (agronomy eligible for retirement)

Barnwell- Anna Sara Hill (Commercial Hort 4 counties)

Hampton – Rogan Gibson (Agronomy)

Jasper – Felicia Cunningham (4-H eligible for retirement next month)

Berkeley – Akendra EFNEP

re: Revised justification for prioritization/elevation of the Bamberg/Barwell 4H Position for the Savannah Valley

We respectfully urge the prioritization and approval of the 4-H Agent position for Bamberg and Barnwell Counties, with an expanded role to include oversight of Allendale County. This strategic move is essential given our current staffing challenges and the critical need to sustain and grow youth programming in these regions. Consolidating resources and leadership into a single position, based at the Bamberg County Extension Office, will enable us to deliver more effective, streamlined youth development programs that serve multiple communities.

Currently, we have only one County Agent each in Bamberg, Barnwell, and Allendale, serving a combined total of 10 counties. One of these agents is eligible for retirement, while another is seeking to relocate to the Upstate. These pending changes, coupled with the fact that we have three 4-H positions waiting to be rehired and one advertised, place an unsustainable strain on

our ability to maintain high-quality, consistent programs. The large geographic areas and increasing demand for services make our current staffing model impossible to sustain.

Adding to this challenge, two of our existing 4-H Agents, who are assisting in covering the broader 10-county region, are also eligible for retirement soon. Their departure will significantly increase the workload on the remaining staff, further jeopardizing our capacity to support Bamberg, Barnwell, and Allendale Counties effectively. Without additional staffing, we risk losing critical momentum and the ability to deliver meaningful youth development opportunities.

The demand for programming in these counties has grown dramatically in recent years, each with unique needs and opportunities requiring tailored, local attention. **A dedicated 4-H Agent stationed at the Bamberg County Extension Office, with oversight for all three counties, would enable more effective engagement with community leaders, schools, and families. This position would be pivotal in building community partnerships, expanding outreach, and ensuring that 4-H programs are accessible and impactful for all youth in the region.**

Beyond addressing immediate staffing shortages, hiring this position is a strategic investment in the long-term sustainability and growth of the 4-H program. It will help us establish a stronger, more resilient presence, positioning the program for continued success even after current staff retire or relocate. **Approving this position now is crucial to maintaining the momentum of youth development efforts and ensuring we serve these communities effectively into the future.**

Thomas R. Dobbins, Ph.D.

Associate Dean Outreach & Engagement – CAFLS

Professor and Director – Cooperative Extension Service

Clemson Cooperative Extension Service
Clemson University

103 Barre Hall
120 McGinty Court
Clemson, SC 29634
864-656-3382
Clemson.edu/extension

Clemson University Cooperative Extension Service offers its programs to people of all ages, regardless of race, color, gender, religion, national origin, disability, political beliefs, sexual orientation, gender identity, marital or family status and is an equal opportunity employer.

PO Cancelled

From RYAN OKEY <rokey@clemson.edu>

Date Thu 7/17/2025 11:30 AM

To Stephen Cole <scole3@clemson.edu>

 1 attachment (218 KB)

Dosier - Blanket PO Print Smart DPR-0194 Print+Mail Supplies for FY26.pdf;

Dr. Cole

See attached. **Our PO request for our annual printing was cancelled.** Not sure what this means, but we have been **holding off on printing licenses.**

Ryan

Ryan A. Okey

Assistant Director

Department of Pesticide Regulation

Public Service and Agriculture

Clemson University

511 Westinghouse Road

Pendleton, SC 29670

C: 864-293-8647

rokey@clemson.edu

FITSNEWS

Re: PSA Regulatory Services Career Progression -HR Action Items File

From Melissa Kelley <melissk@clermson.edu>

Date Fri 8/1/2025 12:20 PM

To Stephen Cole <scole3@clermson.edu>; Matt Holt <mattholt@clermson.edu>

Dr. Cole,

our budget =
College budget

We did originally put the progression plan in your budget, but when faced with compensation limits on our budget, we had to reduce the compensation and the progression plan funding was removed from compensation. The net impact is that we budgeted to expend less carryover than we would have if we had included the progression plan. With the progression plan we were estimating you would need to expend \$959K from your carryover in FY26. The current budget has \$797K in carryover expenditures planned, a difference of \$162K. That number for carryover looks big, but it's offset by about \$750K annually in F&A transfers that you've been receiving in recent years.

Melissa Kelley CLEMSON UNIVERSITY

College of Agriculture, Forestry & Life Sciences

CFO & Director of Business Office

101 Barre Hall, Clemson, SC 29634-0307
864.419.7264

From: Stephen Cole <scole3@clermson.edu>

Sent: Friday, August 1, 2025 9:40 AM

To: Matt Holt <mattholt@clermson.edu>

Cc: Melissa Kelley <melissk@clermson.edu>

Subject: Re: PSA Regulatory Services Career Progression -HR Action Items File

Melissa,

Was our progression plan budgeted for FY26? Also, any update on the request from last week would be helpful.

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)
Clemson University

511 Westinghouse Rd.
Pendleton, SC 29670
864.646.2122

www.clemson.edu/public/regulatory/

From: Stephen Cole <scole3@clemson.edu>
Sent: Friday, July 25, 2025 10:18 AM
To: Matt Holt <mattholt@clemson.edu>
Cc: Melissa Kelley <melissk@clemson.edu>
Subject: Re: PSA Regulatory Services Career Progression -HR Action Items File

Good morning, Matt,

Are any updates on our Regulatory Progression Plan? As you know, this plan was approved by Clemson HR in late 2024 and it was later determined that Regulatory has the funds to support the plan, however it has been delayed by the Provost for about eight months. Today I received another email from a frustrated employee who is asking about the plan. We have already lost one employee and almost lost another due to these delays and this is impacting employee morale. I believe we have done our part over the last several months to assist with the E&G budget issues and it's time to move for our division to forward with normal operations including the implementation of this plan. Please remember this plan is designed to ensure that I can continue to successfully carry out state and federal laws and our funds are not allocated for the benefit of Clemson E&G programs. Losing Regulatory staff because of an E&G budget issue is unacceptable. If this is something I need to discuss with the Provost and CFO directly or with our Trustees, please let me know.

Thanks,

Steve

CRITICAL!

Staffing for
Regulatory Operations

Dr. Steve Cole

Executive Director of PSA Regulatory
College of Agriculture, Forestry, and Life Sciences (CAFLS)
Clemson University

511 Westinghouse Rd.
Pendleton, SC 29670
864.646.2122
www.clemson.edu/public/regulatory/

From: Stephen Cole <scole3@clemson.edu>
Sent: Monday, March 10, 2025 12:59 PM
To: Melissa Kelley <melissk@clemson.edu>
Cc: Matt Holt <mattholt@clemson.edu>
Subject: Re: PSA Regulatory Services Career Progression -HR Action Items File

Hi Melissa,

Take a look at the attached packet. I believe it will answer most of the questions. HR facilitated most of our steps for the Progression Plan including the need for the initial level setting based on their market analysis. Let me know if you want to discuss.

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)

Clemson University

511 Westinghouse Rd.

Pendleton, SC 29670

864.646.2122

www.clemson.edu/public/regulatory/

From: Matt Holt <mattholt@clemson.edu>

Sent: Monday, March 10, 2025 12:01 PM

To: Stephen Cole <scole3@clemson.edu>

Cc: Melissa Kelley <melissk@clemson.edu>

Subject: Fw: PSA Regulatory Services Career Progression -HR Action Items File

Hi Steve and Melissa,

Please take a look at the message below from Berinthia in Provost Jones' office. The provost would like to have some more information before presenting your plan to the Strategic Compensation Committee. Please work with me to see if we can succinctly address the questions/concerns highlighted below.

All the best,

Matt

Matt Holt | Clemson University

Dean

College of Agriculture, Forestry, and Life Sciences

101 Barre Hall

Clemson, SC 29634

<http://clemson.edu/cafls>

CLEMSON 

From: Berinthia Allison <balliso@clemson.edu>

Sent: Friday, March 7, 2025 12:38 PM

To: Matt Holt <mattholt@clemson.edu>

Subject: Fw: PSA Regulatory Services Career Progression -HR Action Items File

Good afternoon, Matt -

Bob mentioned that you discussed the Extension Performance-Based Incentive Plan and the Regulatory increases (in the link below) in your meeting this morning. The Extension plan is laid out in a format that is easily understood. The Regulatory plan is more difficult to interpret. In order to bring these items to the Strategic Compensation Committee for their consideration in formulating the university plan, could your team provide a

document that outlines the summary, purpose, eligibility, calculations, administration, funding, procedures and timing for the Regulatory plan?

Thank you!
Berinthia

Berinthia Allison | CLEMSON UNIVERSITY

Chief of Staff
Office of the Executive Vice President
for Academic Affairs & Provost
Office: 864.656.3940 | balliso@clermson.edu
Cell: 864.508.2236

<https://www.clemson.edu/provost/>

From: Joy Boatwright <boatwr2@clermson.edu>
Sent: Thursday, March 6, 2025 3:57 PM
To: Berinthia Allison <balliso@clermson.edu>; Carla F Bennett <cfbenne@clermson.edu>
Cc: Sydney Autumn Waugh <sawaugh@clermson.edu>; Emily Suzanne Earle <esearle@clermson.edu>
Subject: PSA Regulatory Services Career Progression -HR Action Items File

Hello Berinthia
Please see the email below from the Compensation Team with the information that you requested for the plan.
If you have any questions, please let me know.
Thank you
Joy

Joy Boatwright

HR Service Manager
Office of Human Resources
Clemson University

Administrative Services Building
108 Perimeter Road
864.656.4852

The Office of Human Resources is here to help! [Connect with us](#) today.

CLEMSON 

From: Sydney Autumn Waugh <sawaugh@clermson.edu>
Sent: Tuesday, March 4, 2025 11:25 AM
To: Joy Boatwright <boatwr2@clermson.edu>; Emily Suzanne Earle <esearle@clermson.edu>
Subject: Re: HR Action Items File

Hello!

Below is the copy that can be sent to the Provost's Office for review. Jan clarified that this can be attached as part of the PAR review process along with the escalation request.

Let me know if you have any questions:

 [Impact Analysis - For Provost Review - 0190-95.xlsx](#)

Best,
Sydney Waugh

Sydney Waugh

Data Analyst - Compensation


Office of Human Resources

Clemson University

Administrative Services Building

108 Perimeter Road 864.656.5609

The Office of Human Resources is here to help! [Connect with us](#) today.

 Clemson Wordmark

FITSNEWS

Legal Issues Discussion

From Stephen Cole <scole3@clermson.edu>

Date Mon 8/4/2025 6:45 AM

To Matt Holt <mattholt@clermson.edu>; Robert H Jones <rhj@clermson.edu>; Rick Petillo <rpetill@clermson.edu>; Chip Hood <chip@clermson.edu>; Beth Crocker <bcrock@clermson.edu>; Michael Neault <mneault@clermson.edu>; Adam Fisher <fishera@clermson.edu>; Michael Weyman <mweyman@clermson.edu>

Cc Jim Clements <president@clermson.edu>

Good morning,

I'd like to schedule a meeting to discuss unlawful acts including interference and other possible violations of state law from Clemson University Academic Officers. These acts are a clear violation of Title 46 and Tile 47 of the SC Code of Laws and are impacting the state Regulatory and LPH operations and must be corrected. Failure to correct these issues places our state at risk with food safety, human health, environmental protection, and economic viability. These issues also pose a significant reputational risk to the university. I am free most of Thursday and Friday.

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)
Clemson University

511 Westinghouse Rd.
Pendleton, SC 29670
864.646.2122

www.clemson.edu/public/regulatory/

At this point, Attorney General office had been contacted informally.

Re: Priorities meeting today

From Stephen Cole <scole3@clemson.edu>

Date Wed 8/6/2025 1:36 PM

To Matt Holt <mattholt@clemson.edu>

I didn't invite her. I made her aware of the meeting. When we met with Provost Jones Beth asked to participate and Kayla said she would be invited. I merely pointed out to Beth that she wasn't invited as promised in that meeting. Beth can confirm that I did not invite her.

As far as our Regulatory and LPH operations go, everything we discuss is a legal matter. I'd appreciate that you check before you assume the worst.

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)
Clemson University

511 Westinghouse Rd.

Pendleton, SC 29670

864.646.2122

www.clemson.edu/public/regulatory/

Doesn't want Legal
Counsel at State
Priorities meetings

From: Matt Holt <mattholt@clemson.edu>

Sent: Wednesday, August 6, 2025 1:28 PM

To: Stephen Cole <scole3@clemson.edu>; Beth Crocker <bcrock@clemson.edu>

Cc: Chip Hood <chip@clemson.edu>

Subject: Re: Priorities meeting today - PSA Budget Requests

Dr. Cole,

I hope you have invited Beth Crocker, who is copied here, to our state priorities meeting today. I am not okay with this, and I would have appreciated it if you had checked with me first before doing so. We are not discussing legal matters per se; we are talking about the amount of recurring and non-recurring monies we want to ask the state for this year, along with the priorities. I know there are times when Beth's insight and experience are valuable to our conversations, but I do not believe this is one of them. Also, I did check with George Askew just now, who informed me that it was not his practice to invite Beth to the budget planning meetings in the past. In other words, there is no obvious precedent for doing so.

I appreciate your cooperation on this.

All the best,

Dean Holt

Matt Holt | Clemson University
Dean, College of Agriculture, Forestry, and Life Sciences
Vice President, Public Service and Agriculture
101 Barre Hall
Clemson, SC 29634
<http://clemson.edu/cafls>



FITSNEWS

RE: Legal Issues Discussion

From Chip Hood <chip@clermson.edu>

Date Thu 8/14/2025 1:17 AM

To Michael Neault <mneault@clermson.edu>; Stephen Cole <scole3@clermson.edu>

Cc Beth Crocker <bcrock@clermson.edu>; Michael Weyman <mweyman@clermson.edu>

Head, Legal Counsel

Yes, to some degree. We're trying to tease out the details for each of your units. You'll see on the state budget link you sent, LPH has line items. Regulatory Services looks to be part of the broader "Regulatory & Pub Serv" lines. So not as easy to understand what the budget at the state level looks like.

And then there are your other sources of income – fees, federal funding, etc. Some of those show up in the provisos as well. All of which in theory are budgeted and included in the total approved funds column. I think.

Beth and I are talking to Adam Thursday afternoon to enlist his help in understanding what's appropriated and approved at the state budget level and what's loaded into the university budget system that you can actually spend. I'm going to be optimistic that Adam can sort it out. We may need to get him more info.

We'll also want to enlist his help in recommending a budget process going forward that makes this easier for all involved, including each of your Commissions and the Board of Trustees as a whole.

We can discuss more when we talk again, but go ahead and start thinking about what you'd present at a Commission meeting in October (or sooner if needed) on budget needed to fulfill your mission, peer comparisons to justify staffing needs, federal funding impacts, etc. We'd pull in April and your Commission Chair to guide you in what they'd want to see.

This week I have updated President Clements and April on our Friday discussion. Once I talk to Adam I'll circle back to schedule a next meeting or Zoom with y'all (we may want to ask Adam to join that meeting if he can help explain historical budgeting and funds uses).

Thank you! Chip

Legal Counsel putting out Regulatory units - Aug 2025

Still not completed

From: Michael Neault <mneault@clermson.edu>

Sent: Wednesday, August 13, 2025 6:50 AM

To: Chip Hood <chip@clermson.edu>; Stephen Cole <scole3@clermson.edu>

Cc: Beth Crocker <bcrock@clermson.edu>; Michael Weyman <mweyman@clermson.edu>

Subject: Re: Legal Issues Discussion

Chip,

Is this what you were looking for when you discussed line items?

https://www.scstatehouse.gov/sess126_2025-2026/appropriations2025/ta25ndx.php

Section 45

Michael J. Neault, DVM

SC State Veterinarian, Executive Director in CAFLS, and Director of Livestock Poultry Health

Clemson University

Address: 500 Clemson Road, Columbia, SC 29229

O: (803) 788-2260

C: (803) 365-5590

E: mneault@clemson.edu

www.clemson.edu/lph

Clemson University Livestock Poultry Health offers its programs to people of all ages, regardless of race, color, gender, religion, national origin, disability, political beliefs, sexual orientation, gender identity, marital or family status and is an equal opportunity employer.

From: Chip Hood <chip@clemson.edu>

Date: Monday, August 11, 2025 at 8:13 AM

To: Stephen Cole <scole3@clemson.edu>, Michael Neault <mneault@clemson.edu>

Cc: Beth Crocker <bcrock@clemson.edu>, Michael Weyman <mweyman@clemson.edu>

Subject: Re: Legal Issues Discussion

Thank you for meeting Friday. Very helpful. And I want to apologize for taking so much of your time. I didn't realize until we left that I kept everyone for 4 hours with no lunch! We'll be back in touch this week. Chip

From: Stephen Cole

Sent: Tuesday, August 5, 2025 2:16 PM

To: Michael Neault; Chip Hood

Cc: Beth Crocker; Michael Weyman

Subject: RE: Legal Issues Discussion

I'm good with Friday morning.

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)
Clemson University

511 Westinghouse Rd.

Pendleton, SC 29670

864.646.2122

www.clemson.edu/public/regulatory/

Legal Counsel
spent 4 hours discussing
legal issues, 5
months later still
under College with
delays in operations and
budget request issues.

From: Michael Neault <mneault@clemson.edu>

Sent: Tuesday, August 5, 2025 2:14 PM

To: Chip Hood <chip@clermson.edu>; Stephen Cole <scole3@clermson.edu>
Cc: Beth Crocker <bcrock@clermson.edu>; Michael Weyman <mweyman@clermson.edu>
Subject: Re: Legal Issues Discussion

Good afternoon.

If possible, can we move our meeting with Beth from 11:00 AM to 1 or 2 PM, and have this meeting at 10:30 AM on Friday?

Thanks.

Mike

Michael J. Neault, DVM

SC State Veterinarian, Executive Director in CAFLS, and Director of Livestock Poultry Health

Clemson University

Address: 500 Clemson Road, Columbia, SC 29229

O: (803) 788-2260

C: (803) 365-5590

E: mneault@clermson.edu

www.clemson.edu/lph

Clemson University Livestock Poultry Health offers its programs to people of all ages, regardless of race, color, gender, religion, national origin, disability, political beliefs, sexual orientation, gender identity, marital or family status and is an equal opportunity employer.

From: Chip Hood <chip@clermson.edu>
Date: Tuesday, August 5, 2025 at 1:59 PM
To: Stephen Cole <scole3@clermson.edu>
Cc: Beth Crocker <bcrock@clermson.edu>, Michael Weyman <mweyman@clermson.edu>, Michael Neault <mneault@clermson.edu>
Subject: RE: Legal Issues Discussion

I have a doctor's appointment Thursday morning but Beth and I could do an in person at your office Thursday at 3pm. Would that work on your end? If not, what do y'all have available for Friday?

From: Stephen Cole <scole3@clermson.edu>
Sent: Tuesday, August 5, 2025 9:14 AM
To: Chip Hood <chip@clermson.edu>
Cc: Beth Crocker <bcrock@clermson.edu>; Michael Weyman <mweyman@clermson.edu>; Michael Neault <mneault@clermson.edu>
Subject: RE: Legal Issues Discussion

Good morning, Chip,

Thank you for your response and I agree that conversation with you and Beth is a good first step. I am traveling today but will be back in the office Wednesday. I'd prefer we meet Thursday morning in person

at 10:30 am so Dr. Neault can join our discussion. Can you and Beth meet us at our building in Pendleton Thursday morning?

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)
Clemson University

511 Westinghouse Rd.

Pendleton, SC 29670

864.646.2122

www.clemson.edu/public/regulatory/

From: Chip Hood <chip@clemson.edu>

Sent: Monday, August 4, 2025 9:14 PM

To: Stephen Cole <scole3@clemson.edu>

Cc: Beth Crocker <bcrock@clemson.edu>

Subject: RE: Legal Issues Discussion

Dr. Cole,

I'd like to schedule a time for myself and Beth Crocker to speak with you to learn about your concerns raised below. I see you have availability on Thursday and Friday. Would you have any availability earlier this week? If not, we can schedule something for Thursday or Friday. We can meet via Zoom to more easily accommodate schedules.

Note I have alerted the Executive Secretary to the Board of Trustees of your concerns and had a discussion with President Clements today, letting them both know I would be reaching out to you to schedule a time to learn more about these issues.

Thank you,

Chip

From: Stephen Cole <scole3@clemson.edu>

Sent: Monday, August 4, 2025 6:46 AM

To: Matt Holt <mattholt@clemson.edu>; Robert H Jones <rhj@clemson.edu>; Rick Petillo <rpetill@clemson.edu>;

Chip Hood <chip@clemson.edu>; Beth Crocker <bcrock@clemson.edu>; Michael Neault

<mneault@clemson.edu>; Adam Fisher <fishera@clemson.edu>; Michael Weyman <mweyman@clemson.edu>

Cc: Jim Clements <president@clemson.edu>

Subject: Legal Issues Discussion

Good morning,

I'd like to schedule a meeting to discuss unlawful acts including interference and other possible violations of state law from Clemson University Academic Officers. These acts are a clear violation of Title 46 and Title 47 of the SC Code of Laws and are impacting the state Regulatory and LPH operations and must be corrected. Failure to correct these issues places our state at risk with food safety, human health, environmental protection, and economic viability. These issues also pose a significant reputational risk to the university. I am free most of Thursday and Friday.

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)
Clemson University

511 Westinghouse Rd.

Pendleton, SC 29670

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www.clemson.edu/public/regulatory/

FITSNEWS

Re: FY26 Spending Authority Updates

From Matt Holt <mattholt@clermson.edu>

Date Thu 8/14/2025 11:09 AM

To Stephen Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>; Paula Agudelo <pagudel@clermson.edu>; Matthew G Interis <mginter@clermson.edu>; Thomas Dobbins <tddbns@clermson.edu>

Cc Melissa Kelley <melissk@clermson.edu>; Jarrod M Bruder <jbruder@clermson.edu>; Kayla Steele Payne <KSTEEL2@clermson.edu>

Dear All,

I am sure you have heard by now that all colleges received their budget sequestration targets late Tuesday afternoon. In CAFLS/PSA, we are being asked to sequester (hold off on spending) \$7,819,095 of our FY 26 budget allocation. Putting it another way, that amounts to about a 5.66% reduction in our budget for funds 10-18.

This will not be easy.

I have been told that Melissa and other college budget directors will be given additional guidance in managing and implementing the sequester. I anticipate this will occur soon. Even so, I am working on several scenarios to present to you on Monday that will serve as a starting point for our discussion.

We have until September 15th to investigate, identify, and present to F&O our proposed strategies for achieving the sequester amount. This, along with a summary of the discussion for our State PSA ask at the State Priorities meeting, will be the primary topics of conversation during our meeting on Monday, starting at 1:00 pm. We will then discuss the situation with department chairs and others at our all-hands meeting on Monday at 3:00.

The upshot: By working together, we will be able to meet the sequestration target, although doing so will require cooperation. I am certain we will be in the best position to safeguard the people and projects that are essential for meeting our quadripartite mission.

Finally, please note that at Monday's meeting, I have requested that Melissa, Kayla and Jarrod attend as well to share information and help facilitate the conversation.

All the best,

Matt

Matt Holt | Clemson University
Dean, College of Agriculture, Forestry, and Life Sciences
Vice President, Public Service and Agriculture
101 Barre Hall
Clemson, SC 29634
<http://clermson.edu/cafls>



Provost CFO
Bob Jones + Rick Petillo
do not have authority
to sequester / hold
PSA State Operations,
only Legislators / State
Government.

Re: Possible follow-up

From Michael Neault <mneault@clermson.edu>

Date Thu 8/14/2025 5:36 PM

To April Purvis <aspurvi@clermson.edu>

Cc Stephen Cole <scole3@clermson.edu>; Beth Crocker <bcrock@clermson.edu>; Matt Holt <mattholt@clermson.edu>

Thanks, April.

October isn't an issue.

Mike

Get [Outlook for iOS](#)

From: April Purvis <aspurvi@clermson.edu>

Sent: Thursday, August 14, 2025 4:49:29 PM

To: Michael Neault <mneault@clermson.edu>

Cc: Stephen Cole <scole3@clermson.edu>; Beth Crocker <bcrock@clermson.edu>; Matt Holt <mattholt@clermson.edu>

Subject: Re: Possible follow-up

Secretary to Board of Trustees

Good afternoon, Dr. Neault. Hope all is well.

I wanted to wait until our new FY committee assignments and chairs were appointed to respond to this. We were able to wrap that up yesterday for the commissions. Dr. Lynn will serve as chair again for both the LPH and the Crop Pest Commissions.

Chip looped me in on the work is doing with you. He said he hoped to have that wrapped up this month. My suggestion is that we schedule a meeting with Dr. Lynn once that work is completed and we can put a plan in place for the next commissions' meetings which I have tentatively down to occur in October. I know we just had LPH meet in July, but we were trying to have them twice a year in the spring and fall, and this will allow us to get back on that schedule if you agree.

Look forward to talking with you again soon. Have a great evening!

5 months later, no change

April S. Purvis

Executive Secretary to the Board of Trustees

Clemson University

Nieri Family Alumni & Visitors Center

220 Madren Center Drive

Clemson, S.C. 29634

Mobile: (843) 472-1011

Re: Sequester Scenarios

From Chip Hood <chip@clermson.edu>

Date Tue 8/19/2025 8:28 AM

To Michael Neault <mneault@clermson.edu>; Stephen Cole <scole3@clermson.edu>

Cc Beth Crocker <bcrock@clermson.edu>; Michael Weyman <mweyman@clermson.edu>; Adam Fisher <fishera@clermson.edu>

FTE's would be part of a budget process with your Commission. We'll check on the FTE pool (is that a university level pool or does CAFLS/PSA maintain a separate FTE pool with the state).

Lots of details to work out on a new process but good that you raise FTE's so we can make sure we figure that part out as well. Chip

From: Michael Neault

Sent: Tuesday, August 19, 2025 7:34 AM

To: Stephen Cole; Chip Hood

Cc: Beth Crocker; Michael Weyman; Adam Fisher

Subject: Re: Sequester Scenarios

Regarding the FTEs, Melissa and Dr Holt made the determination of how many each unit will be returning to the state without consulting the executive directors and associate deans. Since decision was made without the consultation of the commission, or us as directors of our units as we have the authority of the commission, and I believe this action is illegal. Of course, the deadline is in a week or two per Melissa which is going to put pressure on us.

This creates several issues for LPH as we submitted how we were going to reclassify these positions and both received this multiple times at the end of 2024 (I can find and forward the emails I sent). Of course, the frost/freeze went into effect shortly after proposing, preventing us from pursuing further. The budget request memo I submitted recently includes updating these salaries and we discussed this during the budget presentation meeting a few weeks ago. I indicated we would be doing this to the Senate Ag and NR committee when I gave them a presentation on HPAI a few months ago, and that leadership brought it back up again to me when we were at the SC Poultry Federation meeting in July.

I am not willing to surrender these positions to the state as they are still needed. It was always a question if the provost's actions were going to cost us positions. If CAFLS continues to make this move, then those actions will cost us, and in my opinion is additional interference with meeting our duties, and I will need to proceed with action for a ruling on this.

Get [Outlook for iOS](#)

From: Stephen Cole <scole3@clermson.edu>

Sent: Monday, August 18, 2025 6:12:18 PM

Re: Sequester Scenarios

From Chip Hood <chip@clemson.edu>

Date Tue 8/19/2025 8:20 AM

To Stephen Cole <scole3@clemson.edu>

Cc Beth Crocker <bcrock@clemson.edu>; Michael Neault <mneault@clemson.edu>; Michael Weyman <mweyman@clemson.edu>

Beth C and Beth N in my office are working to set up a Zoom for us this week. They've been waiting on my schedule - I pulled my back acting like a 20 year old instead of my 60+ real age so was getting a doctor's appointment scheduled.

Short answer - we're moving to a budget process that includes each Commission.

More to come. Chip

From: Stephen Cole

Sent: Monday, August 18, 2025 6:12 PM

To: Chip Hood

Cc: Beth Crocker; Michael Neault; Michael Weyman

Subject: FW: Sequester Scenarios

Hi Chip,

I hope you are doing well. This afternoon, we spent roughly 3 hours discussing the attached document with CAFLS/PSA Leadership. You will see several different scenarios that Matt Holt is proposing for college wide spending reductions. In fairness to Matt, he indicated these are only scenarios and nothing is final, however, it was obvious that he isn't aware of the issues that reducing our budgets poses to our operations and that alternatives are being discussed. Can you provide us with any updates on where we are? Also, holding positions this winter may have resulted in Regulatory and LPH being forced to return FTE's back to the state. If you are at liberty, we'd like an update either in writing or by Zoom.

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)

Clemson University

511 Westinghouse Rd.

Pendleton, SC 29670

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www.clemson.edu/public/regulatory/

TARGET \$ 7,819,095.00 5.66%
 Fund (All) ALL 10-18 INCLUDED

Sum of Budget		
DIVISION	Total	
ACADEMIC	\$ 37,467,770.00	\$ 2,121,044.83
ADMINISTRATION	\$ 15,251,498.11	\$ 863,385.02
EXTENSION	\$ 35,510,069.92	\$ 2,010,219.72
LPH	\$ 7,507,711.80	\$ 425,010.44
REGULATORY	\$ 8,870,794.75	\$ 502,174.36
RESEARCH	\$ 30,255,397.92	\$ 1,712,753.53
SPECIALIZED UNIT	\$ 3,259,275.68	\$ 184,507.11
Grand Total	\$ 138,122,518.18	\$ 7,819,095.00

TARGET \$ 7,819,095.00 13.15%
 Fund (Multiple Items) REMOVED 10 & 18

Sum of Budget		
DIVISION	Total	
ACADEMIC	\$ 23,294,254.24	\$ 3,063,964.25
ADMINISTRATION	\$ 3,307,171.48	\$ 435,002.34
EXTENSION	\$ 11,259,559.81	\$ 1,481,004.22
LPH	\$ 1,121,099.67	\$ 147,461.66
REGULATORY	\$ 6,156,464.04	\$ 809,778.48
RESEARCH	\$ 12,610,252.61	\$ 1,658,664.96
SPECIALIZED UNIT	\$ 1,697,057.19	\$ 223,219.10
Grand Total	\$ 59,445,859.04	\$ 7,819,095.00

TARGET \$ 7,819,095.00 5.99%
 Fund (All) LPH HELD HARMLESS

Sum of Budget		
DIVISION	Total	
ACADEMIC	\$ 37,467,770.00	\$ 2,242,962.04
ADMINISTRATION	\$ 15,251,498.11	\$ 913,012.21
EXTENSION	\$ 35,510,069.92	\$ 2,125,766.73
REGULATORY	\$ 8,870,794.75	\$ 531,039.24
RESEARCH	\$ 30,255,397.92	\$ 1,811,202.25
SPECIALIZED UNIT	\$ 3,259,275.68	\$ 195,112.54
Grand Total	\$ 130,614,806.38	\$ 7,819,095.00

TARGET \$ 7,819,095.00 6.42%
 Fund (All) LPH & REGULATORY HELD HARMLESS

Sum of Budget		
DIVISION	Total	
ACADEMIC	\$ 37,467,770.00	\$ 2,406,393.95
ADMINISTRATION	\$ 15,251,498.11	\$ 979,538.22
EXTENSION	\$ 35,510,069.92	\$ 2,280,659.28
RESEARCH	\$ 30,255,397.92	\$ 1,943,174.27
SPECIALIZED UNIT	\$ 3,259,275.68	\$ 209,329.28
Grand Total	\$ 121,744,011.63	\$ 7,819,095.00

TARGET \$ 7,819,095.00 27.47%
 Fund (Multiple Items) PSA Funds Exempt

Sum of Budget		
DIVISION	Total	
ACADEMIC	\$ 20,159,396.19	\$ 5,536,990.84
ADMINISTRATION	\$ 3,642,657.26	\$ 1,000,494.25
EXTENSION	\$ 1,485,935.66	\$ 408,127.91
LPH	\$ 3,750.00	\$ 1,029.98
RESEARCH	\$ 2,041,053.64	\$ 560,596.92
SPECIALIZED UNIT	\$ 1,135,420.12	\$ 311,855.11
Grand Total	\$ 28,468,212.87	\$ 7,819,095.00

CAFLS Sequester Target

From Melissa Kelley <melissk@clermson.edu>

Date Wed 8/20/2025 2:18 PM

To Matthew G Interis <mginter@clermson.edu>; Paula Agudelo <pagudel@clermson.edu>; Thomas Dobbins <tdbbns@clermson.edu>; Matthew Burns <burns5@clermson.edu>; Blake Lanford <blakel@clermson.edu>; Stephen Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>

Cc Matt Holt <mattholt@clermson.edu>; Kayla Steele Payne <KSTEEL2@clermson.edu>; Jarrod M Bruder <jbruder@clermson.edu>

The following is the agreed upon starting point for each Division from today's meeting for the CAFLS Sequestration.

TARGET Fund	\$ 7,819,095.00 (Multiple Items)	13.15% REMOVED 10 & 18
Sum of Budget DIVISION	Total	
ACADEMIC	\$ 23,294,254.24	\$ 3,063,964.25
ADMINISTRATION	\$ 3,307,171.48	\$ 435,002.34
EXTENSION	\$ 11,259,559.81	\$ 1,481,004.22 <i>State operations</i>
LPH	\$ 1,121,099.67	\$ 147,461.66 <i>State " "</i>
REGULATORY	\$ 6,156,464.04	\$ 809,778.48 <i>State " "</i>
RESEARCH	\$ 12,610,252.61	\$ 1,658,664.96 <i>State " "</i>
SPECIALIZED UNIT	\$ 1,697,057.19	\$ 223,219.10
Grand Total	\$ 59,445,859.04	\$ 7,819,095.00

Melissa Kelley CLEMSON UNIVERSITY
 College of Agriculture, Forestry & Life Sciences
 CFO & Director of Business Office
 101 Barre Hall, Clemson, SC 29634-0307
 864.419.7264

\$4M sequestered from Extension + Research 2025-2026
Appropriated state funds - Also told by Bob Jones + Rick Petillo,
College + PFA are Budget Number (1)

CAFLS Financials Update

From cafls_psa_employees-request@lists.clemson.edu <cafls_psa_employees-request@lists.clemson.edu>
on behalf of
Dean of CAFLS <deanofcafls@clemson.edu>
Date Thu 8/21/2025 10:22 AM
To cafls_psa_employees@lists.clemson.edu <cafls_psa_employees@lists.clemson.edu>

Dear Faculty and Staff,

As we start the Fall semester, I want to warmly welcome all our faculty and staff as we embark on a new academic year. Your work and your dedication to training the next generation of leaders in agriculture, forestry, and life sciences goes to the core of what continues to make our college a special place. At the same time, I extend a hearty welcome and congratulations to the new faculty and staff who have joined us in the past few months. The new approaches you bring to research, teaching, Extension, and regulation will continue to enrich all we do to serve students, stakeholders, and communities in South Carolina and beyond.

This is, indeed, an exciting time. Unfortunately, this is also a challenging time.

As many of you recognize, we face a uniquely difficult moment in higher education. Many of the challenges currently confronting our University were highlighted in [President Clement's letter](#) on August 5th. A changing funding landscape and evolving financial circumstances surrounding college athletics are, of course, major concerns. There is also ambiguity regarding the current and future use of artificial intelligence applications in all that we do. And there continues to be vigorous debate regarding the value of a college education, as well as uncertainty regarding the near-term outlook for our economy.

For the above reasons, and again as outlined in President Clements' August 5th message, the University will continue to pursue efficiencies and expense controls in the current fiscal year (FY26). This will, of course, have implications for our college and its operations. In practical terms, [what does this mean for CAFLS?](#)

Personnel (Faculty and Staff): To meet our expenditure targets, we will continue to hold most vacant faculty and staff positions open, at least through the fall term. Limited exceptions will be made when critical operations or the student experience will be severely impacted (e.g., when there are direct implications for animal welfare or classroom instruction). Other exceptions will include hires tied to grant and/or gift funding. I will work to ensure the newly funded positions associated with our most recent PSA state ask are filled in a timely manner this academic year. *Please be reminded that all hiring and salary requests must be approved at both the college and University levels; support at the college level does not guarantee overall approval.*

Travel:

- All overnight travel will continue to require prior approval via the [CAFLS Travel Request Form](#).
- **Regarding travel by Extension, Regulatory Services, and Livestock-Poultry Health faculty and staff, I appreciate that doing so is often tied to your required duties and will continue to be routinely approved with sufficient justification.**

- Grant- and gift-funded travel will be approved in most instances. Likewise, grant-funded and start-up travel for faculty can continue to be escalated for approval. Nevertheless, when considering a travel request, I ask that you continue to look at venues/meetings that are highly visible, impactful, and necessary for advancing your work or your students' work. Consider the following: Are you serving as a primary presenter? Will your participation enhance the visibility of CAFLS and Clemson? If you are unable to attend this meeting or event, what opportunities or benefits would be lost?
- No department- or unit-funded conference or professional development travel will be approved for faculty or staff this academic year, except for tenure-track assistant professors who have exhausted all start-up, grant, or incentive funds. Department-funded graduate student travel will be reviewed on a case-by-case basis.
- A graduate student's advisor should fully fund their travel from grants or gifts when possible.
- In general, travel for undergraduate students will be reviewed based on the funding source and if it has direct implications for enhancing the student experience.

Supplies and Purchases: In many instances, supplies must be purchased to satisfy grant obligations or to ensure the ongoing performance of our day-to-day job duties and responsibilities. Whenever possible, use grants or gifts as you seek approval to purchase necessary supplies or equipment. Please continue to be extremely judicious in planning events, especially those involving overnight stays and meals provided to attendees. As always, ask yourself: Is this purchase/request essential to your work and our mission? Or could I (we) do without it for now?

- [Purchase requests](#) that exceed \$1,000 and use funds other than an external grant (Fund 20) will continue to be reviewed and require approval by your direct supervisor and, finally, me.
- Meals and refreshments that exceed \$500 will now require prior approval.
- Purchase requests will no longer be required for purchases that are fully funded by external grants (Fund 20).
- All software license purchases, even renewals, will require prior approval from the [CheckIT process](#) as announced in Our Clemson on August 7th.

Meeting these challenges will require ongoing commitment to our work and the missions we advance. It will require teamwork, collaboration, and an open and honest assessment of our ongoing critical priorities, opportunities, and needs. It will also require ongoing communication, transparency, and accountability from me and others in leadership positions in CAFLS.

Despite the evolving environment, I remain upbeat. I am confident we will emerge as a stronger, more united, and highly focused college. I am optimistic because I believe in each of you and in us. Your passion, commitment, and dedication to your work and our quad-partite missions are inspiring in ways too numerous to enumerate.

We, CAFLS, are the keepers of Clemson's foundational land-grant mission. We make a difference in people's lives, and we will remain a force for good for both students and our communities by doing what we do best: transforming lives!

Thank you for all that you do. Thank you for all that you *will* do.

With profound respect and gratitude,

Matt

Matt Holt

Dean & Vice President

College of Agriculture, Forestry & Life Sciences

Public Service & Agriculture

Clemson University

101 Barre Hall

Clemson, SC 29634

864.656.7551

clemson.edu/cafls



FITSNEWS

LPH Vacant Positions

From Michael Neault <mneault@clemson.edu>
Date Mon 8/25/2025 8:11 AM
To Beth Crocker <bcrock@clemson.edu>; Chip Hood <chip@clemson.edu>
Cc Stephen Cole <scole3@clemson.edu>

4 attachments (9 MB)

LPH FTEs.eml; Fw- PREC Staffing Approval.eml; LPH Memo regarding 2027 Cycle Funding Requests.eml; Re- LPH Memo regarding 2027 Cycle Funding Requests.eml;

Good morning, Chip and Beth.

Legal Counsel
Email summarizes
issues

This email addresses the issues Clemson University Livestock-Poultry Health (LPH) is experiencing with its vacant positions. It doesn't address other problems between LPH and the dean of Clemson's College of Agriculture, Forestry, and Life Sciences (CAFLS) and his staff, affecting LPH's regulatory duties.

Background:

Since integrating Clemson University Livestock-Poultry Health (LPH) into Clemson's College of Agriculture, Forestry, and Life Sciences (CAFLS), LPH has tried to be a reasonable partner with CAFLS. Regarding human resource issues, specifically hiring and reclassifying employees, this has been an unmitigated disaster with the interim and full-time dean decisions, as they continue to treat LPH as an educational unit and not a state regulatory agency. After discussing changes to manage some HR problems and misclassification issues, the interim dean supported LPH's recommendations and informed LPH that when it was ready to start, LPH should tell him, and he would sign off on the paperwork. When LPH was prepared to implement the changes, we submitted the paperwork to start the process on some of the positions. HR apologized for the interim dean's office not replying that it would wait and leave those decisions to the newly hired dean.

Meetings were held with the new CAFLS dean, LPH director, and his chief financial officer and director of the business office (CFO/DBO), when she was invited, between September – December 2024. These meetings discussed necessary shifts in some position duties, explained why some positions weren't hired immediately when they became open, and reviewed and created a plan to reclassify vacant positions to meet our regulatory requirements. When the provost issued a "frost" in December 2024/January 2025, the dean of CAFLS discontinued these discussions. Updated spreadsheets were sent to him with no reply. The "frost" became a "freeze" in March 2025, and there were no further discussions about this plan and what would be needed to make it move forward.

On Monday, August 18, 2025, Clemson University Livestock-Poultry Health (LPH) was informed by CAFLS leadership that they would return five (5) full-time LPH vacant positions to the State. The recommendation to remove these positions from LPH was made by the CFO/DBO and agreed upon by the CAFLS dean. No consideration was given to previous discussions about the reclassifications proposed by the director of LPH through December 2024 (see the spreadsheet included in the CAFLS CFO/DBO's email sent to the LPH director), nor were new discussions held with the LPH director before making this announcement. It also ignores the funding request memo sent to the CAFLS dean and a spreadsheet of the summarized version of the request (see attached emails) that explains the amount of funding for these positions and the other requests for this year's budget request to the legislature.

LPH's stance:

Clemson University Livestock-Poultry Health has been designated as South Carolina's state animal health department since 1901, and this codification is found in the South Carolina Code of Laws: Title 47 - Animals, Livestock, and Poultry; Chapter Four - State Livestock-Poultry Health Commission. The Commission is defined in Section 47-4-20 – Definitions and is given its authority under Section 47-4-30 – Promulgation and enforcement of rules and regulations; permitted operations.

Under 47-4-40 – Delegations of duties to director, the commission delegates the duties provided in Title 47 and other applicable sections and chapters of this title to the director, who administers and enforces the provisions and promulgates related regulations. This authority is not assigned to the dean, provost, or president of Clemson University, but to the director of LPH, the South Carolina state veterinarian. It is a breach of this delegation of authority given to the LPH director in 47-4-40 for the CAFLS dean and the CFO/DBO to remove positions the LPH director has identified as a requirement to meet LPH's regulatory obligations.

One of the LPH director's duties is to review current vacant positions, assess what is still needed or needs to be reclassified to meet LPH's regulatory requirements, adjust position descriptions and request appropriate salary market adjustments to the South Carolina legislature annually as part of its budget requests when there are increases in operational costs, or request new positions to meet these needs. In this year's budget request to the legislature, LPH has requested additional funding for some of these vacant positions to compensate for market adjustments. LPH has funding in its operating budget to fund some of these positions fully, and has revenue to offset market increases in the remaining positions until the legislature can increase its operating budget. In April 2025, the LPH director gave a presentation on HPAI to the South Carolina Senate Agriculture and Natural Resources Committee. When asked at the end of the presentation what LPH needed, the director informed them of reclassifying positions and the potential need for operational budget support. Members of the committee attended a South Carolina Poultry Federation board meeting, and again told the LPH director, and the RS director was present and can confirm this, that they are expecting LPH to let them know what their needs are for the upcoming budget year. This is going to have bad optics with the legislature if these positions are removed and then we come back requesting them immediately after their removal.

In addition to the above position issues, LPH continues to deal with the CAFLS dean not approving other vacant positions that need to be filled (e.g., the deputy state veterinarian position, delaying the hiring of the livestock law enforcement officer, etc.), correcting misclassification of employees (e.g., the director of the Clemson Veterinary Diagnostic Center. Per HR, the dean has a note to discuss this with the LPH director for the past several months, and he still hasn't done this even after being reminded LPH is waiting for resolution on this) or giving employee's appropriate compensation after meeting the five-year mark of employment. Regarding the deputy state veterinarian position, the CAFLS dean commented to the LPH director that it looked good for the college not to hire this position after it was posted, candidates applied, and the provost issued a freeze and stop on all hiring activities, leaving the candidates in limbo. When the LPH director mentioned that it wasn't good for a regulatory agency that is preparing to deal with highly pathogenic avian influenza (HPAI) issues in dairy cattle along with poultry and needed to prepare for the possible reintroduction of the New World screwworm into the United States, and it required this position to be filled, the dean replied he would consider it. That was five months ago, and there has been no progress on hiring for this position. The CAFLS dean made comments to the director of Clemson University Regulatory Services (RS) that he doesn't understand why the LPH director doesn't hire one of the program managers he likes for the position, and continues to tell the LPH director in various leadership meetings he would like to help hire the position, but his hands are tied as the provost won't allow it. This final remark doesn't match an email reply from a Clemson vice-president, who indicates the deans establish the priority of the hiring (see email attachment).

The above can be defined under 47-4-120 – Inhibition of livestock inspection, penalty, as “interferes with the director or his assistants, deputies, or agents while in the performance of their duties under this chapter and other chapters or sections of this title assigned to the jurisdiction of the commission is guilty of a misdemeanor and, upon conviction, must be punished in accordance with Section 47-4-130.”

Regarding our discussions on Thursday about the use of unspent salaries, LPH will not offer CAFLS the use this funding. LPH expects an approximate minimum deficit of \$200,000 that USDA FSIS made in its 2024-25 fiscal year grant agreement with the South Carolina Meat-Poultry Inspection Department (SCMPID), which ends September 30, 2025. In addition, SCMPID calculated a minimum deficit of \$690,000 in the federal 2025-26 fiscal year. This grant may be spent before the end of May 2026 (the official end of the grant is September 30, 2026). Any unspent salary from vacant positions must be utilized first to meet these deficits, with additional funds pulled from the LPH revenue to zero out. The dean is aware of these deficits.

Whereas Clemson University is concerned about the possibility of losing federal grant funding, which is driving some of its current financial decisions, LPH is currently dealing with the actual loss of this funding.

Please feel free to ask me any questions as they come to you.

Sincerely,

Michael Neault, DVM

SC State Veterinarian, Director of Clemson University

Livestock-Poultry Health, Executive Director in the College of
Agriculture, Forestry, and Life Sciences

References:

SECTION 47-4-20. Definitions

- (2) "Commission" means the State Livestock-Poultry Health Commission or an officer or employee of the commission to whom authority to act in its stead is delegated.
- (3) "Director" means the Director of the Division of Livestock Poultry Health Programs, Clemson University.
- (15) "State Veterinarian" means the Director of Livestock Poultry Health Division, Clemson University, and his agents, assistants, and livestock inspectors.

SECTION 47-4-30. Promulgation and enforcement of rules and regulations; permitted operations.

- (A) The commission, in accordance with the Administrative Procedures Act, may promulgate and enforce reasonable regulations necessary to ensure the continued health and safety of the livestock and poultry industries in the State and to carry out the responsibilities assigned by law to the commission. The commission may regulate or prohibit the shipment within, or the importation into, this State of livestock, poultry, or associated products of any nature or character from a state, territory, or foreign country when, in the opinion of the commission, the regulation or prohibition is necessary to prevent the introduction or distribution of diseased, infirm, or unhealthy livestock or poultry, or both.
- (B) The commission may carry out operations including quarantines, destruction of livestock or poultry, or other measures to locate, suppress, control, or eradicate or to retard the spread of diseases of livestock or poultry, or both, independently or in cooperation with counties or their political subdivisions, municipalities, farmers, associations or similar organizations, individuals, federal agencies, or agencies of other states, by regulation, compliance agreement, judicial action, or other appropriate means.

SECTION 47-4-40. Delegation of duties to director.

The commission shall delegate the duties provided in this chapter and other applicable sections and chapters of this title to the director who may administer and enforce the provisions and promulgate related regulations.

SECTION 47-4-120. Inhibition of livestock inspection; penalty.

A person who seeks to prevent an inspection under the direction of the commission or the director or his deputies, assistants, or agents or who otherwise interferes with the director or his assistants, deputies, or agents while in the performance of their duties under this chapter and other chapters or sections of this title assigned to the jurisdiction of the commission is

guilty of a misdemeanor and, upon conviction, must be punished in accordance with Section 47-4-130.

HISTORY: 1994 Act No. 362, Section 1, eff May 3, 1994.

SECTION 47-4-130. Violation of provision of Title 47 is a misdemeanor; penalties; enforcement of commission regulations in court.

(A) A person violating this chapter or another chapter or section of Title 47 assigned to the jurisdiction of the commission or related regulations is guilty of a misdemeanor and, upon conviction, must be fined not more than that amount authorized as the jurisdictional maximum for a summary court or imprisoned not more than that period of time authorized as the jurisdictional maximum for a summary court, or both, for a first offense and in the discretion of the court for a second offense.

(B) The director, after opportunity for a hearing, may deny, suspend, modify, or revoke a permit for a violation of state or federal law or regulation or duly published requirements of the commission. In addition to denial, suspension, revocation, or modification of a permit or other penalties set forth in this chapter, the permittee who violates the provisions in subsection (A) may be assessed a civil penalty by the director of not more than one thousand dollars for each violation. Each day a violation continues constitutes a separate violation. The director may suspend a permit against which a civil penalty has been imposed if the permittee has not satisfied the penalty within thirty days after the permittee receives notification of the final decision of the director to impose the penalty. The permittee is entitled to a hearing on the suspension, but the suspension remains in effect pending the hearing and the decision of the director. Matters considered by the hearing officer are limited to whether a duly issued final order of the director existed, whether the permittee had notice of the final order, and whether the assessed penalty was paid within thirty days of the notice. A determination by the director is final unless within thirty days after the receipt of the notice of final determination the person adversely affected appeals to the Administrative Law Court as provided in Sections 1-23-380(B) and 1-23-600(D). The filing of a judicial appeal does not act as an automatic stay of enforcement of the suspension.

(C) The commission may enforce its ordinances and regulations in a court of competent jurisdiction by civil as well as criminal proceedings. If it is necessary to issue a writ of injunction, no court in this State has the right previous to a trial upon the merits to set aside the writ on bond. The commission may utilize its own counsel or call upon the Attorney General or the appropriate solicitor, or all of the foregoing. The commission and its agents in the discharge of the duties and in the enforcement of the powers delegated in this chapter may administer oaths and hear witnesses, and to that end the sheriffs of the State shall serve all summons and other papers upon the request of the commission.

HISTORY: 1994 Act No. 362, Section 1, eff May 3, 1994; 1995 Act No. 22, Section 6, eff April 4, 1995; 2000 Act No. 290, Section 1, eff May 19, 2000; 2006 Act No. 387, Section 25, eff July 1, 2006.

Michael J. Neault, DVM

SC State Veterinarian, Executive Director in CAFLS, and Director of Livestock Poultry Health

Clemson University

Address: 500 Clemson Road, Columbia, SC 29229

O: (803) 788-2260

C: (803) 365-5590

E: mneault@clemson.edu

www.clemson.edu/lph

Clemson University Livestock Poultry Health offers its programs to people of all ages, regardless of race, color, gender, religion, national origin, disability, political beliefs, sexual orientation, gender identity, marital or family status and is an equal opportunity employer.

FITSNEWS

RE: Deputy State Veterinarian Position

From Beth Crocker <bcrock@clermson.edu>
Date Mon 8/25/2025 2:46 PM
To Michael Neault <mneault@clermson.edu>; Chip Hood <chip@clermson.edu>
Cc Stephen Cole <scole3@clermson.edu>

Great!!! Hope you get some good candidates 😊

Beth

From: Michael Neault <mneault@clermson.edu>
Sent: Monday, August 25, 2025 1:54 PM
To: Chip Hood <chip@clermson.edu>; Beth Crocker <bcrock@clermson.edu>
Cc: Stephen Cole <scole3@clermson.edu>
Subject: Deputy State Veterinarian Position

Good afternoon.

As an FYI, the Deputy State Veterinarian position was approved by the provost's office to finish the hiring today.

I'll likely have to post again for two weeks, and see who applied previously remains on the list.

Thanks.

Legal counsel
not to get it approved

Michael J. Neault, DVM

SC State Veterinarian, Executive Director in CAFLS, and Director of Livestock Poultry Health

Clemson University

Address: 500 Clemson Road, Columbia, SC 29229

O: (803) 788-2260

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E: mneault@clermson.edu

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Clemson University Livestock Poultry Health offers its programs to people of all ages, regardless of race, color, gender, religion, national origin, disability, political beliefs, sexual orientation, gender identity, marital or family status and is an equal opportunity employer.

Re: Request for Topics for Discussion for Rick Petillo

From Paula Agudelo <pagudel@clermson.edu>

Date Tue 9/30/2025 12:13 PM

To Matthew G Interis <mginter@clermson.edu>; Necole S Richardson <npicken@clermson.edu>; Thomas R Dobbins <tddbns@clermson.edu>; Steve Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>

Necole,

Please include the following questions for consideration:

1. We understand USDA Capacity Grants (Funds 17 and 11) were included in the base to calculate the sequestration amount for CAFLS. If that is the case, why were these not excluded when they are the same as other sponsored programs (i.e. defined period of performance, scope of work, budgets, required reporting, etc.)? Fund 11 and 17 projects are even set up the same as fund 20 projects in the new ERP.
2. We understand State PSA dollars (Fund 10) were included in the base to calculate the sequestration amount for CAFLS. If that is the case, why were these not excluded? Related to this, please comment on the two High Risk Findings in the recent internal audit of the CAFLS Business Office.

Thanks,

Paula

PAULA AGUDELO, Ph.D.
ASSOCIATE DEAN FOR RESEARCH &
DIRECTOR OF CU EXPERIMENT STATION
College of Agriculture, Forestry and Life Sciences
Clemson University

104 Barre Hall
w 864-656-2810
pagudel@clermson.edu

From: Matthew G Interis <mginter@clermson.edu>

Sent: Tuesday, September 30, 2025 10:29 AM

To: Necole S Richardson <npicken@clermson.edu>; Thomas R Dobbins <tddbns@clermson.edu>; Paula Agudelo <pagudel@clermson.edu>; Steve Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>

Subject: Re: Request for Topics for Discussion for Rick Petillo

Hi Necole,

I'll let others weigh in on the phrasing of the first question below, but here are my suggestions:

1. When calculating the required sequester levels for each college, were PSA funds included in the consideration, e.g., as part of a "base" from which a percentage was calculated?

2. Further more general discussion on the role of PSA funds in the university's operations, plans, and strategies
3. What clear efficiency gains were there from the centralization of the financial staff in the university?

Thanks,
Matt

Matthew G. Interis, Ph.D.

Associate Dean for Academic Affairs

College of Agriculture, Forestry and Life Sciences

Clemson University

107 Barre Hall

Clemson, SC 29634

864.656.3539

clermson.edu/cafls

From: Necole S Richardson <npicken@clermson.edu>

Sent: Tuesday, September 30, 2025 7:40 AM

To: Thomas R Dobbins <tdbbns@clermson.edu>; Paula Agudelo <pagudel@clermson.edu>; Matthew G Interis <mginter@clermson.edu>; Steve Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>

Subject: Re: Request for Topics for Discussion for Rick Petillo

And please send any questions as well.

-Necole

Sent via the Samsung Galaxy S25 Ultra, an AT&T 5G smartphone

Get [Outlook for Android](#)

From: Necole S Richardson

Sent: Tuesday, September 30, 2025 7:38:47 AM

To: Thomas R Dobbins <tdbbns@clermson.edu>; Paula Agudelo <pagudel@clermson.edu>; Matthew G Interis <mginter@clermson.edu>; Steve Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>

Subject: Request for Topics for Discussion for Rick Petillo

Good morning, Associate Deans and Executive Directors:

Please send any topics for discussion to me for Rick Petillo by close of business on Wednesday, Oct 1. Thanks!

-Necole Richardson

Sent via the Samsung Galaxy S25 Ultra, an AT&T 5G smartphone

Get [Outlook for Android](#)

Please call me



Thomas Dobbins <tdbbns@icloud.com>

To Anne E Crocker *Legal Counsel*

Cc Paula Agudelo



8:52 AM

This Message Is From An External Sender: Use caution when opening links or attachments if you do not recognize the sender.

Beth

Please call me, Steve Cole said that you and Chip told him to stay away from Dobbins and Agudelo because they are stirring the pot. I can with out hesitation tell you Paula and I have been good team players. Are we frustrated, yes are we tired of being left out of conversation yes.

Thomas R. Dobbins, Ph.D.

Associate Dean Outreach & Engagement – CAFLS

Professor and Director – Cooperative Extension Service

Clemson Cooperative Extension Service

Clemson University

All folders are up to date.

Connected to: Microsoft Exchange



100%



9:28 AM

10/15/2025

Re: Request for Agenda Items

From Paula Agudelo <pagudel@clermson.edu>

Date Wed 10/22/2025 1:44 PM

To Necole S Richardson <npicken@clermson.edu>; Matthew G Interis <mginter@clermson.edu>; Thomas R Dobbins <tddbns@clermson.edu>; Steve Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>

Necole,

I am assuming that you are taking agenda items for next Monday. If so, please include the item below.

Findings in the recent Internal Audit of the business office.

It would be good to start to understand the correctives to the findings before a separate, dedicated meeting can be scheduled to discuss the details in full.

Thank you,

PAULA AGUDELO, Ph.D.
ASSOCIATE DEAN FOR RESEARCH &
DIRECTOR OF CU EXPERIMENT STATION
College of Agriculture, Forestry and Life Sciences
Clemson University

104 Barre Hall
w 864-656-2810
pagudel@clermson.edu

From: Necole S Richardson <npicken@clermson.edu>

Sent: Friday, October 17, 2025 9:42 AM

To: Matthew G Interis <mginter@clermson.edu>; Thomas R Dobbins <tddbns@clermson.edu>; Paula Agudelo <pagudel@clermson.edu>; Steve Cole <scole3@clermson.edu>; Michael Neault <mneault@clermson.edu>

Subject: RE: Request for Agenda Items

Thank you, Matt. I will add this item to the agenda.

-Necole

Necole Richardson
Dean's Administrative Partner
College of Agriculture, Forestry and Life Sciences
Clemson University

101 Barre Hall

Clemson, SC 29634

864.656.7551

clemson.edu/cafls



From: Matthew G Interis <mginter@clemson.edu>

Sent: Thursday, October 16, 2025 4:41 PM

To: Necole S Richardson <npicken@clemson.edu>; Thomas R Dobbins <tddbns@clemson.edu>; Paula Agudelo <pagudel@clemson.edu>; Steve Cole <scole3@clemson.edu>; Michael Neault <mneault@clemson.edu>

Subject: Re: Request for Agenda Items

Necole,

Simplifying travel/purchase request approvals and CAFLS spending guidelines, please.

Thanks,

Matt

Matthew G. Interis, Ph.D.

Associate Dean for Academic Affairs

College of Agriculture, Forestry and Life Sciences

Clemson University

107 Barre Hall

Clemson, SC 29634

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From: Necole S Richardson <npicken@clemson.edu>

Sent: Wednesday, October 15, 2025 3:49:12 PM

To: Thomas R Dobbins <tddbns@clemson.edu>; Paula Agudelo <pagudel@clemson.edu>; Matthew G Interis <mginter@clemson.edu>; Steve Cole <scole3@clemson.edu>; Michael Neault <mneault@clemson.edu>

Subject: Request for Agenda Items

Good afternoon,

Please send any agenda items for discussion to me for the Dean/Associate Deans/Executive Directors' meeting on Monday, October 20th. Thanks!

-Necole

Necole Richardson

Dean's Administrative Partner

College of Agriculture, Forestry and Life Sciences

Clemson University

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Clemson, SC 29634

864.656.7551

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RE: Commission Presentation

From Nick Collier <nscolli@clemson.edu>

Date Fri 10/17/2025 8:05 AM

To Steve Cole <scole3@clemson.edu>

Cc Michael Neault <mneault@clemson.edu>; Chip Hood Jr <chip@clemson.edu>; Anne E Crocker <bcrock@clemson.edu>

 1 attachment (10 MB)

PSA Commission Project Update October BOT FINAL.pdf;

Hey Dr. Cole-

It was great to see you yesterday. Please see the attached slides.

As an FYI- I have full day planning meetings Monday and Tuesday next week but I will look for time asap for us to continue the Phase II discussion. I will also be pulling one of my team members in to support with Phase II and will make those introductions at our next meeting.

If you have any material or information you'd like us to review in advance, please feel free to share.

Best,
Nick

From: Steve Cole <scole3@clemson.edu>

Sent: Wednesday, October 15, 2025 9:09 AM

To: Nick Collier <nscolli@clemson.edu>

Cc: Michael Neault <mneault@clemson.edu>; Chip Hood Jr <chip@clemson.edu>; Anne E Crocker <bcrock@clemson.edu>

Subject: Commission Presentation

Good morning, Nick,

Thanks for the time and effort you put into the Commission Budget Project. I wanted to ask if you could provide us with copies of your presentation for our records.

Thanks again!

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)

Clemson University

511 Westinghouse Rd.

Pendleton, SC 29670

864.646.2122

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FITSNEWS

Chip Hood, Legal Counsel brings Nick Collier with Office of Institutional Excellence to provide info to Commission (3 Board of Trustees selected by Chip Hood, Legal Counsel)

Commission Update

Livestock Poultry Health & Regulatory Services

CLEMSON

History & Context

- CAFLS & PSA historically separate; Provost recommended and merged as one division/college in 2023.
- VP PSA departure (George Askew)
- CAFLS Dean departure (interim Greg Yarrow)
- PSA has 4 distinct departments, 2 governed by a Commission structure
- The Commissions started meeting in 2024 separately from the Ag & Natural Resources committee
- Clemson sequestration & FY 2026 budget planning highlighted additional concerns that led to OIE engagement

Institutional Excellence

- Goal: OIE was engaged by leadership to help:
 1. Review the current state budget process and identify key issues & future state recommendations. (Complete)
 2. Determine if a financial variance exists between FY 25 and FY 26 budgets due to the internal sequestration process. (Complete)
 3. Review organizational structure (Phase II-Pending)

Current State Issues (Key Issues)

1. FY 26 Budget Planning –
 - The current state process was not followed due to timing and the release of information from the central budget office.
 - Due to the shift to actual-based budgeting, various pain points disrupted the planning process.
 - Livestock Poultry Health (LPH) & Regulatory Services (RS) do not have separate budget allocations.
 - No engagement from the Commission Board on operational budget review or fiscal oversight.
2. Sequestration Concerns –
 - FTE's on hold, delayed hiring process
3. Known Financial Headwinds –
 - During review and assessment, revenue losses are projected

Future State Recommendations

1. *Add additional steps to the budget process to include:*
 - *Separate Commission Budgets (including tracking revenue by source and expense)*
 - *Notification of final budget load from the College Business Office*
 - *Collaboration with VP-PSA and Executive Directors on the presentation of PSA priorities at the State Strategic Priorities Committee.*
2. *Commission Board to Review & Approve the commission's operating budget in June*
3. *Tracking & fiscal monitoring of approved budget*
 - *To include routine reporting & emergency Commission Board meetings*
 - *To include mitigation plans with recommendations or seek guidance from the Commission Board*
4. *Continue OIE Assessment and Phase II*

FW: Fiscal Analyst Position for Regulatory

From Melissa Kelley <melissk@clermson.edu>

Date Wed 12/31/2025 9:18 AM

To Kelly Collins <murdaug@clermson.edu>

Cc Matt Holt <mattholt@clermson.edu>; Steve Cole <scole3@clermson.edu>

Kelly,

Can you follow up on this position? The Escalation # is 3413. It says it is ON HOLD for follow up with you. We did briefly discuss this before Christmas and this is not a position that need to be centralized.

Let me know if you have any questions.

Melissa Kelley CLEMSON UNIVERSITY

College of Agriculture, Forestry & Life Sciences

CFO & Director of Business Office

101 Barre Hall, Clemson, SC 29634-0307

864.419.7264

From: Steve Cole <scole3@clermson.edu>

Sent: Wednesday, December 31, 2025 8:52 AM

To: Melissa Kelley <melissk@clermson.edu>

Cc: Matt Holt <mattholt@clermson.edu>; Michael D Weyman Jr <mweyman@clermson.edu>

Subject: FW: Fiscal Analyst Position for Regulatory

Goo morning Melissa,

FYI, from our discussion yesterday. Please let me know the status of this hiring request. I believe it was submitted a week or so before Thanksgiving.

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)

Clemson University

511 Westinghouse Rd.

Pendleton, SC 29670

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www.clemson.edu/public/regulatory/

Regulatory position
delayed / interfered
6 weeks. Delaying
state operations.

From: Steve Cole

Sent: Tuesday, December 16, 2025 9:29 AM

To: Matt Holt <mattholt@clermson.edu>; Candice Harper Heatherly <ceharpe@clermson.edu>

Cc: Khristy Glover <khristd@clermson.edu>; Michael D Weyman Jr <MWEYMAN@clermson.edu>

Subject: RE: Fiscal Analyst Position for Regulatory

Thanks Candice and thank you Matt. This is not a new hire, it is a replacement for Leslee Dosier, who is retiring next month. I fear that the position title has caused some questions to be raised, but per General Counsel, our operations should be exempt from the sequestration exercises as well as the shift of fiscal analysts and other operational positions moving out of departments/divisions, etc.. Bob and Rick should be aware of this, but, if necessary, we can reach back out to Chip Hood for additional clarification.

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

College of Agriculture, Forestry, and Life Sciences (CAFLS)

Clemson University

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Pendleton, SC 29670

864.646.2122

www.clemson.edu/public/regulatory/

From: Matt Holt <mattholt@clermson.edu>

Sent: Tuesday, December 16, 2025 9:16 AM

To: Candice Harper Heatherly <ceharpe@clermson.edu>; Steve Cole <scole3@clermson.edu>

Cc: Khristy Glover <khristd@clermson.edu>

Subject: Re: Fiscal Analyst Position for Regulatory

Thanks, Candice. Steve, I have heard nothing from Kelly. I will ping her in a day or two if there is no follow-up.

MTH

Matt Holt | Clemson University

Dean, College of Agriculture, Forestry, and Life Sciences

Vice President, Public Service and Agriculture

101 Barre Hall

Clemson, SC 29634

<http://clermson.edu/cafls>

CLEMSON 

From: Candice Harper Heatherly <ceharpe@clermson.edu>

Sent: Tuesday, December 16, 2025 8:54 AM

To: Steve Cole <scole3@clermson.edu>

Cc: Matt Holt <mattholt@clemson.edu>; Khristy Glover <khristd@clemson.edu>

Subject: Re: Fiscal Analyst Position for Regulatory

Good morning Dr. Cole,

We received word yesterday that this position has been put on hold. The note said Kelly Collins would follow up. I have not heard if Kelly has followed up with the Dean, Melissa or Kayla.

Thanks,

Candice Heatherly

Administrative Officer

College of Agriculture, Forestry and Life Sciences
Clemson University

2027 Barre Hall
Clemson, SC 29634
864.656.2511

From: Steve Cole <scole3@clemson.edu>

Sent: Monday, December 15, 2025 4:49 PM

To: Candice Harper Heatherly <ceharpe@clemson.edu>

Cc: Matt Holt <mattholt@clemson.edu>; Khristy Glover <khristd@clemson.edu>

Subject: Fiscal Analyst Position for Regulatory

Twelve month
with hiring delay

Hi Candice,

I hope you are doing well. A few weeks ago, we submitted a Fiscal Analyst position for approval. Leslee Dosier is retiring in January, and we need to get moving on the hiring process. I noticed that this position was not mentioned this afternoon. Can you provide me with an update?

Thanks,

Steve

Dr. Steve Cole

Executive Director of PSA Regulatory

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Clemson University

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September 26, 2025

MEMORANDUM

TO: Matt Holt
Dean of the College of Agriculture, Forestry and Life Sciences
And Vice President of Public Service and Agriculture

FROM: Adam Fisher
Director of Internal Auditing

SUBJECT: Final Report - College of Agriculture, Forestry
and Life Sciences Business Office

OFFICE OF INTERNAL AUDITING

CLEMSON UNIVERSITY
391 COLLEGE AVE, SUITE 402
CLEMSON, SC 29634-5403

P 864-656-2387
F 864-656-0752

Thank you for your response to the Draft Audit Report.

Attached is our Final Report, which includes our findings and recommendations as well as your responses. A status report may be requested at a future date on the actions agreed upon in the response.

Please contact us if you have any questions concerning the Final Report.

jl

Attachment

cc via email: Paula Agudelo
Steve Cole
Nick Collier
Kelly Collins
Tom Dobbins
Bob Jones
Melissa Kelley
Rick Petillo
Mike Neault
Kayla Steele

Presented to
Board of Trustees
Oct 2025 - They are aware PSA operations were held. (still holding)
No high risk findings addressed by CFO, Petillo OR Dean, Holt.
Keep ignoring Internal Audit Report.



INTERNAL AUDIT REPORT

COLLEGE OF AGRICULTURE, FORESTRY
AND LIFE SCIENCES BUSINESS OFFICE

Report Date: September 26, 2025
Auditor(s): Valis Fleming
Jeffrey Rosenberger

Table of Contents

BACKGROUND	1
SCOPE & OBJECTIVES	1
COMMENTS	2
HIGH RISK FINDINGS	4
PSA BUDGET DEVELOPMENT AND REPORTING	4
PSA - BUDGET RESTRICTIONS	5
MEDIUM RISK FINDINGS	6
CAFLS STRATEGIC PLAN	6
CAFLS OPERATING RESULTS.....	7
POLICIES AND PROCEDURES.....	7
PSA ACCOUNTABILITY REPORTS	8
USING PROCUREMENT CARD WITH PEER-TO-PEER PAYMENT PROCESSORS	8
INCOMPLETE BUDGET STATUS REPORTS	8
STARTUP COMMITMENT FORM	9
OVERLAPPING SERVICE AGREEMENTS - P.O. CU00663882.....	9
UPDATES TO DEPARTMENTAL ASSET TRACKING SYSTEM.....	10
FERTILIZER REVENUE RECONCILIATION.....	10
LOW RISK FINDINGS	11
INCORRECT ACCOUNT CODES USED	11
CREDIT CARD FEES	11
CENTRALIZE LOCATION FOR BSRS	11
PAYING VENDORS USING P-CARD INSTEAD OF BUYWAYS	11
SALES TAX EXEMPTION - R&D EQUIPMENT (DECAL 224624-01 & P.O. CU00620674).....	11
EQUIPMENT NOT RECORDED IN CAPITAL EQUIPMENT INVENTORY SYSTEM (AIM)	11
OBSOLETE SC CODE	11
APPENDIX A.....	12
CURRENT ORGANIZATIONAL STRUCTURE OF CAFLS/PSA.....	12
PREVIOUS ORGANIZATIONAL STRUCTURE OF PSA PRE-MERGER.....	13

BACKGROUND

The College of Agriculture, Forestry and Life Sciences (CAFLS) embodies founder Thomas Green Clemson's vision of a "high seminary of learning" focused on improving the lives of South Carolinians through education, discovery, and outreach in the agricultural and life sciences. Today CAFLS curricula explore plant, animal, human, molecular, and packaging sciences, and build upon the College's world-class academic, research and Extension activities to produce scientific discoveries of global significance and graduates prepared to be leaders in their chosen fields.

Clemson Public Service and Agriculture (PSA) is a university division comprised of four units: Clemson Experiment Station, Clemson Cooperative Extension Service, Livestock and Poultry Health, and Regulatory Services. Clemson PSA safeguards the health and safety of livestock, poultry and companion animals and protects the food supply and public health of South Carolinians through its Livestock Poultry Health division, while PSA's Regulatory Services division ensures the safe, effective use of fertilizers and pesticides, and the quality of seeds and plants grown in the state and conducts programs that prevent agroterrorism. Clemson PSA works collaboratively with Clemson's College of Agriculture, Forestry and Life Sciences to conduct research and outreach through the Clemson Experiment Station and Clemson Cooperative Extension Service. PSA is an administrative budget center within the university with separate budget requests for state funding from the General Assembly. This is heavily based on the statutory responsibilities of Livestock Poultry Health and the Regulatory Services divisions and the public service aspects and Clemson Extension and the Agricultural Experiment Stations and the separate budget line came at the request of the General Assembly.

CAFLS and PSA have always worked closely but had separate reporting structures until December 2023 when it was announced by the Provost that the unit would be merged into one administrative and academic unit. The transition was designed to optimize the work of both areas and support the University's strategic vision, Clemson Elevate, and the University's land grant mission to provide world-class teaching, research and public service to the state. Appendix A shows the organization structure of PSA prior to and after the merger.

Per the strategic plan recently issued named Boundless Impact, the engagement footprint includes academic programs, Research and Education Centers, Cooperative Extension offices, Regulatory Services and Livestock-Poultry Health, specialized centers and institutes. Through one integrated College, we combine world-class expertise with a statewide presence, positioning CAFLS as a critical driver of South Carolina's agriculture and forestry economies while supporting environmental sustainability, workforce development and community health.

While some units within CAFLS have historically operated with a distinct mission and identity, Boundless Impact represents a shared commitment to greater alignment, collaboration and impact as one united College. By strengthening connections and shared focus across the college, CAFLS will function as a more cohesive and integrated system – one that fully leverages our statewide presence, disciplinary expertise, unique regulatory responsibilities and land-grant legacy to address complex challenges and create meaningful opportunities for their students, communities and economies they serve and support.

SCOPE & OBJECTIVES

The CAFLS Business Office is responsible for the financial reporting and budgetary controls of the college departments as well as departments comprising the Public Service and Agriculture division. The objectives of the audit were to:

- review policies and procedures in place for the business office,
- review the system of internal controls as relates to the authorization and recording of expenses, recognition of revenue, and development of corresponding budgets,
- check on a test basis the accuracy of expenditures for CAFLS and PSA, accuracy of the fixed assets records, and completeness of Departmental Asset Tracking,

- evaluate transfer activity and compliance to identified state regulations for PSA and ensure that uses are appropriate and aligned with regulatory expectations,
- make any recommendations for improvements.

Purchasing card and expenditure samples were tested from activity that occurred from July 1, 2023, through March 31, 2025. Workday Adaptive reports were leveraged to evaluate budget to actual results and analyze expenditure growth over the last three fiscal years.

COMMENTS

The Business Office of CAFLS and the leadership of PSA have been very helpful during our audit and we wanted to thank them for their partnership. A large focus of this audit was to ensure that PSA appropriated funds were not being used to support Education and General (E&G) initiatives at CAFLS versus PSA. Transfers of fund balance or current appropriations for uses other than PSA related initiatives were not detected in our testing procedures. We observed transfers and funding requests from PSA initiatives being used for other PSA initiatives, which allows for the flexibility to use funds not restricted by proviso for other areas at the discretion of PSA leadership as granted by the Clemson's Board of Trustees. The concern that PSA monies would be used for E&G initiatives existed prior to combining the units, but seems to have been amplified after their combination. Additionally, concerns were expressed that appropriation requests to support the regulatory functions of PSA to the state legislature may be dampened due to the structure of the strategic plan of CAFLS (Boundless Impact) and that the Dean may prioritize the college's needs over PSA. The Chief Financial Officer of PSA assumed that role in the combined entity and understands the importance and accountability of tracking fund sources, applying them for their intended uses, and ensuring accuracy and transparency in record keeping. A positive development since the transition has been the cleanup and added documentation of memorializing start-up funding for professors. Under the previous leadership, recordkeeping and tracking start-up commitments was not systematic with balances reset annually. Since the CFO and Director of the Business Office assumed her role, all commitments have been trued up to original commitments and processes implemented where these balances can be tracked year over year and reporting enhanced.

This is a pivotal time for all higher education institutions as federal and state funding sources are likely to decline. Per the Executive Director of Livestock Poultry Health (LPH), his department is one example that is projecting losses in the next two fiscal years if the current revenue trends remain the same. LPH's model is to primarily rely on state appropriations and supplement revenue from federal grants that align with the work they are performing to protect the public's health. Federal funds are decreasing and informing the state legislature of the anticipated strain on their budget while the state's population continues to increase will be necessary to ensure adequate levels of service continue to be provided as LPH complies with regulations.

The Department of Regulatory and Public Services Programs (RPSP) has similar financial concerns. The division relies primarily on the fees it generates and the state to fund its operations. Pesticide fees, which haven't been increased in 20 years, are an example of revenue which helps support RPSP.

These are examples of some of the nuances of PSA and the need to have a holistic requisition process that appropriately communicates those concerns to External Affairs and our state legislators. The Dean of CAFLS gets to wear two hats and promote the needs and goals of not just the college, but the needs of PSA to perform the statewide services required by statute. In March of 2025, the University administration implemented budget constraints, including a hiring pause, that were effective University-wide, including PSA, which amplified the concerns from PSA to utilize available funds to perform their duties. Please reference the report observations.

The findings and recommendations presented in this report are submitted as constructive suggestions to assist in strengthening controls and procedures and are not intended to reflect on the honesty or integrity of any employee or to reflect negatively on the overall operations of the unit(s). Finding classifications have been recently updated. The table summarizes the old terminology compared to the new terminology to be consistent with the ratings utilized with our Enterprise Risk Management function:

Previous Classification	Current Classification
Major	High
Other	Medium
Items for Consideration	Low

The risk ratings are High, Medium, and Low. A finding rated as High is one that relates to an action that may prevent the unit from meeting its stated objective or mission. It would be considered material in relation to the overall operation; internal controls; the extent of compliance with policies, laws, and regulation; and financial and other reporting. Findings rated as High need immediate management attention. Findings categorized as Medium are of less significance but require appropriate resolution. Finding rated as Low may enhance internal controls and/or increase efficiencies and are presented for further evaluation. A response is not required to the findings rated as Low.

High Risk Findings

PSA Budget Development and Reporting

<p>Finding: We observed transfers and funding requests from PSA initiatives being used for other PSA initiatives, which allows for the flexibility to use funds not restricted by proviso for other areas at the discretion of PSA leadership, as granted by Clemson's Board of Trustees.</p> <p>The bylaws of the Operating Manual for the Board of Trustees of Clemson state that the Agricultural, Natural Resources and Environmental Affairs Committee shall act for the Board in establishing necessary liaison, as well as advice or counsel, regarding funding for PSA.</p> <p>Given the flexibility provided to PSA leadership to shift funds as needed to meet the overall mission of the division, it can be difficult for those with oversight responsibilities to understand if funding is being used as intended or the funding challenges PSA may be facing. Understanding how funding may shift from original requests may enhance the oversight and understanding of the Agricultural, Natural Resources and Environmental Affairs Committee of the Clemson Board of Trustees.</p>	<p>Recommendation: Consider developing a formal policy on the process for regulatory budgets, funding requests, and ensuring consistent application of those requests funded for PSA along with communicating material changes to uses of funds from the original funding request.</p> <p>Communication of material changes should be provided to the appropriate oversight bodies. Therefore, consider separate reporting and processes for the State Crop Pest Commission and the Livestock Poultry Health Commission since they have separate statutory reporting commissions.</p> <p>Regulatory division budget requests can be more specific than E&G requests and External Affairs, the Office of General Counsel, and the Office of Institutional Excellence should be partners through this process to help ensure any policy and procedure created aligns with best practices deployed within the state. Consider contacting sister regulatory agencies to understand their policy/process on the compilation of their Governor's budget and state requests, as well as any required reporting as part of the process/policy development.</p>	<p>Response: CAFLS is collaborating with the Office of Institutional Excellence, Office of Finance & Ops, General Counsel, Vice President & Dean of CAFLS, and Executive Directors of Regulatory and Livestock, Poultry Health, to develop a comprehensive map outlining both the current and future states of the budgeting process for Regulatory and LPH. This initiative includes a detailed review of the State Budget process, Clemson's internal budgeting procedures, and the integration of Commission involvement for final budget approvals. Our goal is to have a preliminary process outlined in time for presentation at the October Board of Trustee's meeting.</p> <p>Ultimately, a model and process will be developed that is acceptable to all parties. Once final, the CAFLS Business Office will support the implementation and will follow the final agreed-upon procedures from this process.</p>	<p>Est. Completion Date: 06/30/2026</p>
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PSA - BUDGET RESTRICTIONS

Finding: Clemson University announced a hiring pause, spending limits and travel restrictions due to economic uncertainty on March 25, 2025. The main goal of those limitations was to maintain financial strength and stability. The budget restrictions were applied to CAFLS and PSA as one unit having been consolidated administratively within an academic college. Expenditure targets were provided by Budgets and Financial Planning and implemented by the leadership of the college. As previously noted in the report, our testing did not identify instances where restricted PSA funds were used for other purposes. Given the nature of restrictions on some PSA funding as defined by statute, it increases the challenges as a combined unit to meet consolidated spending targets when viewed as one unit.

The funding sources and rules/impacts for areas such as deferred maintenance differ for PSA versus the rest of the University. For example, HVAC replacement must be from PSA funds and not centrally through facilities. Also, there are regulations in South Carolina for areas in PSA that can directly impact the health of the state. These include Livestock and Poultry Health (LPH) and Regulatory and Public Service Programs (RPSP). The basic responsibility for LPH is meat and poultry safety and coinciding with this is animal health. RPSP is responsible for environmental and plant health accomplished through regulating the general public and industries manufacturing, selling, and using fertilizers, pesticides, seeds, and plant materials, among other things.

Examples of some of the restrictions experienced by PSA were the inability to refill vacant positions in multiple areas and spend funds on repairs/replacements to the incinerator and cooler used for animals processed at the State Veterinary lab.

Leadership has funding available and is determining how to best use funds for the construction/renovations for the necropsy lab/teaching space at the LPH facility associated with future College of Veterinary Medicine students.

Recommendation: The Budgets and Financial Planning office should assess the potential conflict on consolidated spending targets for CAFLS and PSA due to statutory restrictions on some PSA funding.

PSA funding should support all PSA functions without additional financial support from campus. PSA budgets should not be suppressed to meet consolidated spending targets if PSA derived funding is available and expenditures align with legislative mandates. PSA management should continually assess expenditure growth in comparison to funding growth and ensure expenditures are not outpacing funding.

The communication between the leadership of PSA and CAFLS Business Office must be timely, accurate, and create an environment of trust. Timely decisions and communications should lead to enhanced financial reporting.

Response: The Administrative Assistant with LPH submitted a CAFLS Purchase Request form for repair of the Incinerator April 15, 2025. The request was approved by the Director of the Center of Veterinary Diagnostics, then Acting State Veterinarian of LPH on April 18th and finally by the acting Interim Dean of CAFLS on April 25, 2025. CU Purchase Order CU00673255 was issued for the approved repairs. As of this report, those repairs are still in progress and the department has not yet paid any invoices against the repair.

CAFLS utilizes an intake form to collect data on requested faculty and staff positions, as well as Personnel Action Requests (PARs.) Each week the Vice President and Dean, Associate Deans, Executive Directors, Budget Director, Chief of Staff, and College HR Representatives meet to review new requests that have been submitted or previous requests that were submitted but not yet approved. To date, all requests from the Executive Directors of Regulatory Services and Livestock Poultry Health have been approved at the college level and escalated to the University's Recommendation Committee for review and approval. The Associate Deans and Executive Directors also are given opportunity to request for re-escalation of any positions that we approved at the college level but have not yet been approved by the University Recommendation Committee. Those re-escalations are handled by the VP/Dean with an email to the Provost or his Chief of Staff. As of 9/23/25 the Escalation Requests Dashboard shows 2 PARs on Hold for LPH and 1 for the Experiment Station that are on PSA funds. There are two PARs pending review for the Experiment Station from PSA funds. For Faculty & Staff Hires, the Experiment Station shows 1 faculty and 2 staff positions on hold and Extension has 2 staff positions that are on hold that are PSA funded. There are 13 position requests currently pending review of the Recommendation committee across the divisions

We will continue to advocate with the CU Budget Office and Provost to ensure that PSA divisions and PSA funds are held harmless from university budget constraints. However, once a budget target is established, it is imperative that we determine an allocation method across the same funding sources used to determine the target.

If the target base is inclusive of all PSA funds, it penalizes other divisions and funds within CAFLS.

For example, the FY26 Sequestration represented an approximate 6% reduction across all academic colleges. However, when State funds are excluded from our base, the impact translates to a 13% reduction to other funds. This results in CAFLS being disproportionately impacted by the Sequestration in comparison to other Colleges.

To promote transparency and open communication, the Budget Director participates in weekly meetings with the Vice President & Dean, Associate Deans, and Executive Directors. These meetings provide a forum for discussing financial matters and addressing any budget-related questions or concerns.

A finalized version of the budget with notable changes will be shared with the leadership team upon the conclusion of budget development.

Est. Completion Date:
03/31/2026

MEDIUM RISK FINDINGS

CAFLS STRATEGIC PLAN			Est. Completion Date:
<p>Finding: CAFLS' strategic plan, Boundless Impact, for the decade of 2025 - 2035 centers on six priorities impacting its constituents:</p>	<p>Recommendation: The implementation committee should leverage the strategic plan and develop reporting for the 48 metrics listed in the strategic plan. Thresholds to evaluate growth, 4, 8, 10 percent, etc., could be established to assess the goals and impact to the six priorities identified and determine if they are progressing as expected. A reporting cadence of these metrics to the Provost, Executive Leadership Team, and the Board should be established and provided to those with oversight and governance of the college. The Office of Institutional Excellence has tools and resources to provide assistance to develop reporting metrics and reports that align to other strategic plans deployed at the University and may be able to assist.</p>	<p>Response: The CAFLS strategic plan was completed during summer 2025 and will be introduced formally to the broader CAFLS community on 9/22/2025. At that time, the college will form an implementation committee, as well as smaller implementation teams focusing on each of the six priority areas. These teams will help translate strategies into milestones, track progress toward targets (including metrics), and ensure accountability.</p>	<p>07/01/2026</p>
<ul style="list-style-type: none"> • Priority 1: Deliver Innovative, Responsive Curricula and Experiences that Position Students for Success • Priority 2: Attract, Develop and Retain Exceptional Faculty and Staff • Priority 3: Leverage the College's Statewide Footprint to Drive Innovation and Engagement • Priority 4: Conduct High-Impact Research that Meets the Needs of South Carolina • Priority 5: Foster Strategic Engagement and Build Trust with Stakeholders and Partners to Support Collaboration, Innovation and Impact • Priority 6: Prioritize Operational Excellence and Drive Efficiency Across the College 	<p>STRUCTURE</p>	<p>Implementation Committee: Provides oversight, coordination, and accountability.</p>	
<p>The goals are directional in nature and do not list specific target thresholds. For example, one goal stated in the plan is to increase student awareness of and connection to RECs, the South Carolina Botanical Garden and the Clemson Experimental Forest to facilitate hands-on learning or research experiences beyond Clemson's main campus.</p>	<p>Implementation Teams (6 total): One team per strategic priority. Each team will consist of 5-6 members who serve as guides and thought partners.</p>	<p>Implementation Agents: Faculty, staff, and units who will carry out the work (not necessarily the same as team members).</p>	
<p>Similarly, metrics identified do not have target thresholds and sometimes are vague as to how they will be determined. For example, one metric states cost savings, in dollars, resulting from implemented efficiency measures. However, it is unclear as to how cost savings will be determined.</p>	<p>Teams will report to the implementation committee (including the dean) on a quarterly basis. CAFLS will partner with the Office for Institutional Excellence and the Provost Office to ensure accurate and transparent reporting (e.g., dashboards). The college anticipates that current reporting and data collection systems at the local level may be a challenge to this effort.</p>		
<p>The metrics (key performance indicators/KPI's) are not currently being tracked and are a part of the implementation committee's undertaking. Additionally, a cadence on when these metrics will be evaluated and reviewed for alignment/successes has not been established.</p>			

CAFLS OPERATING RESULTS

<p>Finding: Analysis was performed regarding CAFLS expense. Growth in CAFLS expenditures was three times greater than revenue growth in FY24 but reversed the trend in FY25 with revenue growth exceeding expenditure growth; however, budget amendments of \$787k (CAFLS) to cover actual expenditures over budgeted expenditures were needed at year end. Fund 15 - Education and General State - University Generated and Fund 18 - Educational and General - State Appropriations revenues are retained centrally and allocated by the central budget office. Expenditure budgets are set and expenditures cannot surpass those amounts unless amendments are approved as a control within Clemson's financial systems. Auditors met with the budget office to confirm that the funds provided to cover the overages were not from PSA or other restricted funds, but were reallocation of unexpended Fund 15 funds of other departments.</p> <p>A similar analysis was performed for PSA, but revenue and expenditure growth percentages were much closer to each other in FY24 and FY25.</p>	<p>Recommendation: The CAFLS Budget Office should consider creating quarterly financials to provide to the Dean that analyzes results, growth in expenditures and revenues, and provide insights where the college may overspend budgets. Certain KPI's (Key Performance Indicators) identified in the strategic plan could be layered into the financial reporting to provide insights related to efficiencies in cost containment in alignment with established goals and inform any decisions/adjustments needed to operate within established budgets.</p>	<p>Response: The CAFLS Budget Office will develop a standardized quarterly report for the Dean, and will take the criteria specified into consideration.</p>	<p>Est. Completion Date: 12/31/2025</p>
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POLICIES AND PROCEDURES

<p>Finding: A comprehensive manual or statement of operating procedures does not exist for the CAFLS Business Office. Email notifications are sent to the CAFLS Chief Financial Officer for reports due to the State of South Carolina, or National Institute of Food and Agriculture. Email notifications may be limited to one resource in CAFLS. If a shared calendar doesn't indicate what is due and when, other members of the Business Office may be unaware of the reporting requirements and related due dates. Previous reports and/or state guidelines are reviewed prior to completing and submitting the reports.</p>	<p>Recommendation: Create documentation for the Business Office for daily, monthly, and annual tasks/reporting prepared for internal and external stakeholders. Continue cross-training of the Business Office staff on CAFLS and PSA functions for awareness and to ensure business continuity in the event of change (retirement, turnover, etc.). Clemson's transition to Workday will redefine business processes and provide the opportunity to create this documentation while enhancing training on the new system for the department and create awareness of how deliverables are managed for both PSA and CAFLS.</p>	<p>Response: The CAFLS Director of Business Operations will develop a detailed outline and timeline that defines tasks, responsibilities, and deadlines associated with the specific duties of both the CAFLS CFO and the Director of Business Operations. To support collaboration and ensure business continuity, a shared OneNote Notebook will be used to document general process information. This centralized resource will allow for updates as processes evolve.</p>	<p>Est. Completion Date: 03/31/2026</p>
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PSA ACCOUNTABILITY REPORTS

<p>Finding: The Annual Accountability Report for Clemson University Public Service Activities Agency Code P200 was reviewed and independently recreated by the auditor based on reports within Workday Adaptive. Where certain departments and fund activity is split in the accounting tree between departments rolling up to CAFLS and PSA, a mapping query created for this purpose in Peoplesoft was utilized to map accounts and report activity in alignment with the requirements of the state. The auditor asked if this mapping would be similar in Workday and if a request has been made to the Workday reporting workstream to develop a similar report. The CAFLS Business Office indicated they have expressed similar concerns in the ability to map accounts to facilitate this reporting to the Workday Implementation Team but was unsure if the request was in reporting inventory to be developed.</p>	<p>Recommendation: Provide the CU88_Chartfield_String_Balance query and data export and the pivot tables in Excel used to complete the Accountability Report to the Workday Reporting Team. Request similar reporting be developed in Workday to assist in reporting needs for PSA and to use as a reconciliation tool when comparing Statement of Revenues, Expenses, and Changes in Net Position (SRECNP) that is produced for PSA and adding in fund 20 expenditures for Regulatory and Livestock Poultry Health to the final results of the report. Both sources are used to check and verify that amounts reported are accurate and it would benefit PSA to have similar checks and balances in the new general ledger.</p>	<p>Response: CU88_Chartfield_String_Balance query, data export, and related pivot tables used to complete the annual Accountability Report has been provided to the Workday Reporting Team along with a request that a similar report be developed upon Workday implementation. Additionally, a request was sent to the Workday Team to verify that a report similar to the SRECNP will be available. Together, these two reports will be used to check and verify that amounts reported are accurate.</p>	<p>Est. Completion Date: 9/30/2025</p>
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USING PROCUREMENT CARD WITH PEER-TO-PEER PAYMENT PROCESSORS

<p>Finding: During expenditure testing a payment to a sole proprietor was processed through Venmo, a peer-to-peer application. The description of the expense entered into Concur did not completely align to support the expenditure. Currently, Procurement policy allows for payments to be processed through Venmo, PayPal, and other peer-to-peer vendors. Fraud risk is increased when these vendors are used and receipts to support the payments are generic or vague.</p>	<p>Recommendation: Use extra care when using the procurement card to process payments through peer-to-peer applications. Ensure detailed receipts are obtained prior to approval.</p>	<p>Response: An email reminder will be sent to all P-Card Liaisons emphasizing the importance of obtaining detailed receipts, particularly for peer-to-peer transactions, before approving any Expense Report.</p>	<p>Est. Completion Date: 10/01/2025</p>
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INCOMPLETE BUDGET STATUS REPORTS

<p>Finding: Budget Status Report (BSR) reconciliations have not been completed and/or completed timely. Timely reconciliation is a critical control activity to determine that processes are working as intended and helps to ensure the validity of financial transactions.</p>	<p>Recommendation: Develop a process to document and evaluate timely completion of reconciliations.</p>	<p>Response: We have recently implemented a new procedure in collaboration with PSA and Specialized Departments: once BSRs are published, departments will have one month to complete their reconciliation. The Business Manager will check to verify completion and document any instances of non-compliance. This procedure is currently being refined and will be extended to all CAFLS divisions upon finalization. The CAFLS Director of Business Operations will randomly check four departments, one from each division, each month as an additional check.</p>	<p>Est. Completion Date: 12/31/2025</p>
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STARTUP COMMITMENT FORM

<p>Finding: As offers are extended to CAFLS faculty, multi-year startup funds are typically identified within the offer letter and committed to by the College or Department to support (research, lab setup, supplies, grad students, etc.) with stipulations for distributions of funds in years two and three depending on adequate progress towards goals and benchmarks identified for the program.</p> <p>A startup commitment form was created and implemented in FY2024 to track where startup funding will come from by fiscal year and appropriate use of funds. However, it appears based on testing performed that the new startup commitment form has not been used for all new hires after its creation.</p>	<p>Recommendation: Startup commitment forms should be completed for every new hire with a startup package detailing use and source of funds by fiscal year.</p>	<p>Response: The CAFLS startup commitment form was implemented in FY2024 for all tenured faculty positions. This form has been utilized to document startup funding sources for all positions before recruitment efforts commence. CAFLS will continue to document the source of funding for all new faculty hires and associated startup costs with this form.</p>	<p>Est. Completion Date: 09/17/2025</p>
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OVERLAPPING SERVICE AGREEMENTS - P.O. CU00663882

<p>Finding: It appears that Clemson was over-billed \$6,000 for service agreements on a piece of equipment. The invoice included two different service agreements for the same piece of equipment. One was a three-year agreement and the other a five-year agreement. It appears that the three-year agreement is unnecessary because it would duplicate the first three years of the five-year agreement.</p>	<p>Recommendation: Contact the vendor to clarify invoice amounts and, if appropriate, request a refund for the three-year service agreement.</p>	<p>Response: Vendor was contacted and refunded the duplicate service agreement. A Check was received and deposited on journal CRE0305000 dated 8/13/2025 for \$6,000.</p>	<p>Est. Completion Date: 08/31/2025</p>
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UPDATES TO DEPARTMENTAL ASSET TRACKING SYSTEM

Finding: We reviewed Departmental Asset Tracking System (DAT) reports for departments 0303 and 0305 and compared them to University network registration records. Network registration records indicated 15 Apple devices while DAT only included 5. For non-Apple devices Network Registration records indicate 18 network devices (e.g. computers) while DAT records indicate 68 non-Apple devices for the two departments combined.

Staff indicated that due to employee turnover and failure to reassign duties, no one had been updating and maintaining DAT records.

In addition, we reviewed all CAFLS and PSA departments for DAT updates. It appears likely that numerous departments are not regularly entering purchases and updating the Departmental Asset Tracking (DAT) system. The chart below indicates CAFLS and PSA departments that have not added any non-capital equipment since 2023. It seems unreasonable that departments would not purchase any non-capital equipment over a several year period.

Depts w/ no updates by year:	Count
2017	16
2018	1
2021	6
2022	11

Recommendation: The Business Office should request an inventory of non-capital equipment currently on hand and update DAT to correspond accordingly for all departments in CAFLS and PSA. Assign responsibilities for the maintenance of departmental equipment inventory records. Include equipment related responsibilities in relevant position descriptions. Coordinate efforts with Accounting Services to inactivate obsolete department numbers.

Response: Accounting Services has recently completed a clean-up of the DAT system, removing obsolete items. The CAFLS Business Office will query all non-capital IT equipment for the last 3 years and provide departments to review and reconcile with the DAT system. Responsibilities for the maintenance and review of departmental equipment inventory will be assigned with new Workday roles in mind.

Est. Completion Date:
06/30/2026

FERTILIZER REVENUE RECONCILIATION

Finding: There are currently no processes in place to evaluate the completeness of revenues earned from fertilizer fees. The Fertilizer Annual Report for 2023-2024 was attempted to be used to assess the completeness of revenues, but in discussion with the report's owner, tonnage was derived from revenues reported. When asked if operational reports exist that could be used to assess the completeness of revenues, the auditor was told that these reports have been unreliable and a developer has been hired to create a new online tool to remediate the problem, have better control of data, and have the ability to create reports.

Recommendation: Once the new online reporting tool is available, utilize tonnage reports to assess the completeness of revenue balances recorded. Build assessing the reasonableness of revenues earned into the monthly BSR reconciliation process in addition to ensuring that all cash receipts have been processed and allocated to the appropriate departmental chart strings.

Response: The Fertilizer Regulatory and Certification Services (FRCS) department has been working with a software developer for approximately a year to develop a new licensing, product registration, and tonnage reporting database along with a web portal for companies to use. The new database is in use now. Although the remainder of the tool is still in development, we will have a report to show tonnage reported annually and the payments made for that tonnage.

FRCS plans to conduct tonnage audits on fertilizer manufacturers to help ensure the reports we are receiving are accurate.

Regulatory will include a report of fertilizer tonnage each month as part of the BSR reconciliation process for revenues. This will serve as a check to ensure that revenues received for fertilizer are in alignment with actual tonnage values.

Est. Completion Date:
03/31/2026

LOW RISK FINDINGS

INCORRECT ACCOUNT CODES USED			
Finding: We noted several instances where incorrect account codes were used during expenditure testing.	Recommendation: Train employees on Clemson's chart of accounts within CUBS and the importance of accurate classification for budget development and reporting.	Response: No Response Required	Est. Completion Date:
CREDIT CARD FEES			
Finding: Instances of credit card fees being charged by vendors for using the CU purchasing card were found.	Recommendation: Request vendors who charge fees for accepting the procurement card to register in buyWays and pay through buyWays to avoid excessive fees on larger purchases.	Response: No Response Required	Est. Completion Date:
CENTRALIZE LOCATION FOR BSRs			
Finding: Some departments do not save their monthly reconciliations in a centralized location. This makes it difficult for management to review.	Recommendation: Designate a central location (e.g. network share drive) for the saving of completed departmental reconciliations to facilitate verification of completion and review.	Response: No Response Required	Est. Completion Date:
PAYING VENDORS USING P-CARD INSTEAD OF BUYWAYS			
Finding: Purchasing cards were used for vendors that are currently in buyWays.	Recommendation: When purchasing from a vendor, check in buyWays prior to using the p-card.	Response: No Response Required	Est. Completion Date:
SALES TAX EXEMPTION - R&D EQUIPMENT (DECAL 224624-01 & P.O. CU00620674)			
Finding: Four customized cargo trailers were purchased for transport of specialized equipment for a specific research project. It appears that State sales tax of approximately \$660 was paid on each trailer. Equipment used for research and development (R&D) may qualify for a sales tax exemption.	Recommendation: Research into the eligibility of the purchases for the R&D exemption. Contact Accounting Services for guidance on requesting refunds if deemed applicable.	Response: No Response Required	Est. Completion Date:
EQUIPMENT NOT RECORDED IN CAPITAL EQUIPMENT INVENTORY SYSTEM (AIM)			
Finding: Three pieces of equipment purchased in May 2024 and costing a total of approximately \$48,000 had not been recorded in AiM. Fixed Asset staff added the equipment when it was brought to their attention.	Recommendation: Notify Accounting for Fixed Assets when decals and information sheets are not received for equipment purchases.	Response: No Response Required	Est. Completion Date:
OBSOLETE SC CODE			
Finding: SC Code Section 46-7-90 contains the following: "The board of trustees of Clemson University may receive such grants and use them for the benefit of the State in accordance with the terms and conditions expressed in the act of Congress referred to in Section 46-7-80; provided, that the grants for the more complete endowment and support of land-grant colleges shall be equally divided between Clemson University and South Carolina State College as now provided by law." Based on discussion with the Vice President for Public Service Activities at SC State, the practice of agricultural research and Extension funds flowing through Clemson to SC State was discontinued many years ago. SC State's funding is received directly now rather than as a pass through from Clemson.	Recommendation: Contact Legislative Affairs regarding requesting that the Code be updated to reflect current procedures.	Response: No Response Required	Est. Completion Date:

APPENDIX A

CURRENT ORGANIZATIONAL STRUCTURE OF CAFLS/PSA

