

**Minutes of the Meeting**  
**Horry-Georgetown Technical College Commission**  
**June 14, 2022**

**Members Present:** Joe T. Branyon, Jr. Fedrick D. Cohens  
Dr. Robert J. Farrar Brent D. Groome  
Donald W. Helms Robert P. Hucks, II  
J. David McMillan Y. Melvin Nobles  
Orrie E. West

Dr. Marilyn Murphy Fore, President  
Cathy L. Myers, Administrative Coordinator

**Guests:** Dr. Melissa Batten, Stephanie Danesie, Buzz Freeman, Harold Hawley, Lori Heafner, Nicole Hyman, Lari Roper, Jackie Snyder, and Dr. Jennifer Wilbanks.

**Media:** None

The Horry-Georgetown Technical College Commission held its bi-monthly meeting on Tuesday June 14, 2022 at 5:30 p.m. in the President's Board Room, Conway Campus of Horry-Georgetown Technical College.

A written notice was provided to all media in Horry and Georgetown Counties advising the date, time, and place of the meeting in accordance with the Freedom of Information Act.

Chairman Branyon called the meeting to order at 5:30 p.m. and asked for acceptance of the agenda and approval of the April 5, 2022 minutes. *Motion by Mr. Helms, seconded by Mr. Cohens and carried to accept the agenda and approve the April 5, 2022 minutes.*

(Vote 9 yes 0 no)

M/S/C

### **Updates**

**Budget Status Report:**

Vice President Hawley reported on the current budget status report ending May 31, 2022.

**Capital Projects and Major Renovations Update:**

President Fore and Vice President Hawley reported on current renovation and capital projects.

- **Conway Campus**

- **Acquire External Property for Diesel Engine Technician Training Program:**

- Currently awaiting Phase 2 approvals scheduled for June 2022. Closing expected to take place July-August 2022.

**Upfit and Renovate New Diesel Property:** Quackenbush, Inc. is the Architect and Construction was awarded to Consensus. Renovations have begun with plans to be completed by mid-late August 2022.

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**Roofing System Feasibility Study:** The College hired the Building Envelope Enclosure (BEE) Group to assess the conditions of all roofing systems on all buildings on all campuses.

**HVAC Upgrades:** The College hired DWG as its mechanical engineer to assess the HVAC systems on all buildings on all campuses. Based on their recommendations for the Conway Campus, the College submitted an A-1 Project request to upgrade and/or replace the systems for Buildings 100, 200, 500, 600, 700, 800, 900, 1000, and 3000 with a budget of \$1,513,556. The project was approved by the Capital Budget Office and to be funded by State appropriations. The College is in the process of selecting an engineering firm to oversee the design and construction. Timeline for completion early 2023.

**Repaving Selected Roads and Parking:** DRG is the civil engineers selected by the College to design and provide specifications for bidding and overseeing construction. Bid awarded to Coastal Asphalt and project to be completed over the early summer months.

- **Grand Strand Campus**

**HVAC Upgrades:** Based on recommendations by DWG for the Grand Strand Campus, the College submitted an A-1 Project request to upgrade and/or replace the systems for Buildings 200, 300, and 1000 with a budget of \$1,457,900. The project was approved on May 27th by the Capital Budget Office and to be funded by State appropriations. The College is in the process of selecting an engineering firm to oversee the design and construction. Timeline for completion early 2023.

- **Georgetown Campus**

**Repaving Selected Roads and Parking:** DRG is the civil engineers selected by the College to design and provide specifications for bidding and overseeing construction. Bid awarded to Coastal Asphalt and project to be completed over the early summer months.

**HVAC Upgrades:** The College hired DWG to design the system and provide specifications for bidding. The College submitted an A-1 Project request to change the source of funds to State Appropriated Deferred Maintenance. The project was approved on May 27th by the Capital Budget Office.

### **Enrollment Update:**

Vice President Batten reported the current Summer 2022 overall Headcount is 4005 which is a 34% increase compared to Summer 2021, and the overall FTE is 1971.7. Our Fall 2022 overall Headcount is 3874 which is 32% increase compared to Fall 2021, and overall FTE is 2514.4.

### **Action**

#### **Election of Officers**

Nominating Committee Chairman Melvin Nobles, along with Dr. Robert Farrar, and David McMillan recommended the following slate of officers for the election to the Horry-Georgetown

Technical College Commission: Tommy Branyon, Chair, Robert Hucks, Vice Chair, and Orrie West, Secretary. *Motion by Mr. Cohens, seconded by Mr. Helms and carried that the Area Commission approves the slate of officers recommended by the Nominating Committee.*  
(Vote 9 yes 0 no) M/S/C

**Area Commission 2022-23 Meeting Schedule:**

Mr. Branyon presented the proposed 2022-2023 Area Commission meeting schedule. Recommendation was made to change the time of the meetings to 1:00 p.m. *Motion by Mr. Hucks, seconded by Dr. Farrar and carried that the Area Commission approves the 2022-2023 Area Commission meeting schedule and time change to 1:00 p.m.*  
(Vote 9 yes 0 no) M/S/C

**Annual Unrestricted Operating Budget 2022-2023:**

Vice President Hawley presented the 2022-23 annual unrestricted operating budget for approval. The College projects an annual revenue and expenses for fiscal year 2022-23 of approximately \$53,676,924 and a budgetary surplus of \$2,000,000. *Motion by Mr. Hucks, seconded by Mr. McMillan and carried that the Area Commission approves the unrestricted 2022-23 annual operating budget.*  
(Vote 9 yes 0 no) M/S/C

**Accounts Receivable Write-Off:**

Vice President Hawley presented for approval, a request to write off \$414,642 in delinquent accounts receivable balances that are more than 2 years old and/or the account no longer considered collectible. *Motion by Dr. Farrar, seconded by Mr. McMillan and carried that the Area Commission approves the College writing off \$414,642 in delinquent accounts receivable from Fiscal Year 2013.*  
(Vote 9 yes 0 no) M/S/C

**College Mission Statement:**

Vice President Heafner gave an update on the College's mission. The Vision, Core Values, and Mission remain the same. No changes have been made since the last revision presented at the April 18, 2017 Area Commission meeting. *Motion by Mr. Hucks, seconded by Ms. West and carried that the Area Commission reaffirms the College's Mission Statement as presented.*  
(Vote 9 yes 0 no) M/S/C

**President's Report**

President Fore made presentation to the Horry County Transportation Committee and secured \$260,000 for the resurfacing improvement project. Dr. Fore will serve as Chair of the Commission on Higher Education Council of Presidents for 2022-23. President Fore met with Rev. Wallace Evans, Executive Director, and Sandra Gowans, Career Coach from A Father's Place to discuss partnerships. Vincent Myers will be working with them in this aspect. President Fore hosted a meeting with Ted Milford, Vice President of Conway Medical Center Foundation and Brian Argo, Conway Medical Center Chief Business Officer, along with Neyle Wilson and

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Commissioner Robert Hucks to discuss programs within HGTC's Nursing and health care program partnership with CMC and new opportunities.

President Fore discussed the partnerships we share with Conway Medical Center and Tideland Health and how we can better serve them and the communities they service. She reported the Legislative Conference Committee voted to give \$10 million to the College for the expansion of the Grand Strand Healthcare Campus.

### **Foundation Report**

Mr. Freeman reported Mr. Tim Tilley will be taking over as Chairman of the Foundation beginning July 1, 2022. He expressed his appreciation of President Fore and the Board and working with them for the betterment of the College. Mr. Freeman reported approximately \$65,000 was raised at the 2022 Black-Tie Gala.

### **Information**

#### ***President's Cabinet Reports:***

- Vice President Batten reported the Student Services team has done an excellent job working with the Marketing department to get the word out about HGTC.
- Vice President Hawley reported we are researching and pursuing a tax credit for HGTC of up to \$1.5 million pursuant to changes in the Federal Laws governing HEERF and stimulus funding. We passed all legal tests and in the process of completing the justification.
- Vice President Heafner's report stands as written.
- Ms. Hyman reported on recent news coverage including the expansion of the Diesel Technology program, free tuition, Grand Strand Campus Dedication, partnership with CCU, Police Pre-Academy Training, and Commencement.
- Ms. Roper's report stands as written. Marketing's main focus right now is getting the word out about free tuition.
- Vice President Snyder's report stands as written.
- Executive Vice President Wilbanks reported 10 associate professors successfully presented their portfolios and transitioned to full professors.

#### **Faculty Assembly Report:**

The Faculty Assembly report stands as written.

#### **Other Business:**

Mr. McMillan reported the South Carolina Association of Technical College Commissioners held their annual retreat at the Wampee Conference Center and focused on strategic planning.

**Calendar**

Please note the correct date for the Area Commission Holiday dinner is December 13, 2022 with location to be determined.

**Executive Session**

*Motion by Mr. Hucks, seconded by Dr. Farrar and carried to go into Executive Session at 6:43 p.m.*

**(Vote 9 yes 0 no)** **M/S/C**

*Motion by Mr. Helms, seconded by Mr. Groome and carried to come out of Executive Session at 6:53 p.m.*

**(Vote 9 yes 0 no)** **M/S/C**

*Motion by Mr. McMillan, seconded by Mr. Helms and carried that in accordance with Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) regulations and guidelines that we accept the Area Commission Self Evaluation as presented.*

**(Vote 9 yes 0 no)** **M/S/C**

**Adjournment**

*There being no further business, motion by Mr. Groome, seconded by Dr. Farrar and carried to adjourn at 6:54 p.m.*

**(Vote 9 yes 0 no)** **M/S/C**

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**Tommy Branyon, Chairman**

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**Y. Melvin Nobles, Secretary**

**Respectfully Submitted,**  
**Cathy L. Myers**  
**Administrative Coordinator**

**Date:** \_\_\_\_\_