

Action Items

5A. Election of Officers:

Nominating Committee Chair Ken Richardson, David McMillan and Donald Helms recommended the current slate of officers be re-elected. Tommy Branyon, Chair; Orrie West, Vice Chair; and Melvin Nobles, Secretary. ***Motion was made by Mr.***

Richardson, seconded by Mr. Helms and carried that the Area Commission approves the slate of officers presented by the Nominating Committee: Tommy Branyon, Chair, Orrie West, Vice Chair and Melvin Nobles, Secretary.

(Vote 7 yes 0 no)

M/S/C

Mr. Helms made a motion, seconded by Mr. McMillan and carried that Ken Richardson be named as a Chairman Emeritus of the Area Commission.

(Vote 7 yes 0 no)

M/S/C

5B. Area Commission 2017-18 Meeting Schedule:

Mr. Branyon presented for approval the proposed 2017-18 Area Commission meeting schedule. ***Motion was made by Mr. Helms, seconded by Mr. Nobles and carried that the Area Commission approves the 2017-18 meeting schedule of the Horry Georgetown Technical College Commission.***

(Vote 7 yes 0 no)

M/S/C

5C. Annual Unrestricted Operating Budget 2017-18:

Mr. Hawley presented for approval, the 2017-18 annual unrestricted operating budget. The College projects annual revenue and expenses for fiscal year 2017-18 of approximately \$43,850,244 and a contingency of \$2,100,000. ***Motion was made by Mr. Richardson, seconded by Ms. West and carried that the Area Commission approves the unrestricted 2017-18 annual operating budget as presented.***

(Vote 7 yes 0 no)

M/S/C

5D. Accounts Receivable Write-Offs:

Mr. Hawley presented for approval a request to write off \$261,639 in delinquent accounts receivables that are more than 2 years old and/or the account is no longer considered collectible. ***Motion was made by Mr. Helms, seconded by Ms. West and carried that the Area Commission approves the College writing off \$261,639 in delinquent accounts receivables for the years 2006-2010.***

(Vote 7 yes 0 no)

M/S/C

5E. Conway Campus Master Plan:

Mr. Hawley presented for approval the proposed Conway Campus master plan. ***Motion was made by Ms. West, seconded by Mr. Richardson and carried that the Area Commission approves the master plan for the Conway Campus.***

(Vote 7 yes 0 no)

M/S/C

5F. New Policy – Smoking on College Property:

Mr. Hawley brought forth for approval the new policy regarding smoking on college property. The policy supports the college's desire to maintain a smoke-free environment on all its campuses and properties. ***Motion was made by Mr. Richardson, seconded by Mr. Nobles and carried that the Area Commission approves the policy regarding smoking on College property.***

(Vote 7 yes 0 no)

M/S/C

5G. Institutional Strategic Goals and Outcomes:

Ms. Heafner brought forth for approval revisions to the Institutional Strategic Goals and Outcomes. Refinements were made to enhance brevity, clarity, and measurability. ***Motion was made by Mr. Helms, seconded by Mr. Nobles and carried that the Area Commission approves the revised Institutional Strategic Plan – FY 2017-18 as presented.***

(Vote 7 yes 0 no)

M/S/C

5H. New Certificate: Residential/Commercial Electrical Technician:

A new certificate in Residential/Commercial Electrical Technician was presented for approval. The program will train and prepare students for entry-level residential electrician and commercial maintenance electrical positions. The certificate will be effective fall 2017. ***Motion was made by Mr. Richardson, seconded by Ms. West and carried that the Area Commission approves a Residential/Commercial Electrical Technician Certificate effective Fall 2017.***

(Vote 7 yes 0 no)

M/S/C

5I. New Certificate: Cake Decorating:

A new certificate in Cake Decorating was presented for approval. The certificate will allow students wishing to specialize in cakes to finish within two semesters. ***Motion was made by Mr. Richardson, seconded by Mr. Nobles and carried that the Area Commission approves a Cake Decorating Certificate effective Fall 2017.***

(Vote 7 yes 0 no)

M/S/C

Discussion

6A. Construction Update

Mr. McCoy gave an update on various construction projects. Construction of the Georgetown Advanced Manufacturing Center scheduled to begin June 2018. The Conway Advanced Manufacturing Center scheduled to be ready for start of classes on August 28, 2017.

6B. Distance Learning Update

Mr. Hoppe gave an update on the Distance Learning Institute and highlighted the following: HGTC offers 313 unique courses in the online and/or hybrid format, which equates to 25% of all courses added at the college; 30% increase in number of online courses offered in 2016 over 2013; 41% change in 2016 over 2013 for enrolled exclusively in DL courses; 17% of all enrollment for Fall 2016 were exclusively DL; HGTC will be featuring 10 programs offered in the DL environment for the Fall 2017 semester; in the Spring 2017 semester, students took courses from 11 states outside of South Carolina.

6C. College Accreditation Update:

Dr. Boone reported on the upcoming Accreditation process. The regional body for HGTC is the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). The College's steering committee consists of Dr. Fore, Dr. Boone, Mr. Hawley, Dr. Batten and Ms. Heafner. The compliance Certification is due on March 1, 2018. The on-site committee visit will take place October 2-4, 2018 and then in June 2019, the SACSCOC Reaffirmation decision.

6D. Enrollment Update

Dr. Batten reported current summer 2017 Headcount is 2944 and total FTE 1358.6. Half of the Colleges in the System are reporting that the numbers are down for Summer 2017 when compared with Summer 2016.

Reports

7A. President's Report:

President Fore has been meeting with individuals building relationships in the community. She and Mr. Wilson have been busy meeting with various companies seeking funding for the Advanced Manufacturing Centers.

7B. Budget Status Report:

Mr. Hawley reviewed the current budget status report ending May 31, 2017.

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7C. Foundation Report:

A total of \$1,029,713.33 in pledge contributions and donations was deposited by the Foundation during the period of April 1, 2017 to May 31, 2017. Foundation total net assets as of 5/31/17 were \$10 million.

7D. President's Cabinet Reports:

- **Dr. Melissa Batten:** Utilized Student Engagement funds to establish a Veteran's Resource Center on the Conway Campus.
- **Dr. Shirley Butler:** Associate professors presented their Portfolio presentations. Everyone is engaged in what they can do to help students. Thanked the board and administration upon her retiring at the end of June.
- **Mr. John Dove:** Pulling fiber from Data Center to Building 1100 and increasing bandwidth on all three campuses.
- **Mr. Harold Hawley:** Chairing the President's Cabinet, published meeting minutes for public access and oversaw development of Cabinet website page.
- **Ms. Lori Heafner:** Exploring several grant opportunities. Received \$25,000 from Ocean View Foundation.
- **Mr. Greg Mitchell:** Mr. Mitchell's report stands as written with no additional comments.
- **Ms. Jackie Snyder:** Developing an onboarding training program.

7E. Professional/Technical Specialist Forum:

Ms. Beaty's report stands as written with no additional comments.

7F. Faculty Assembly Report:

Ms. Farrior, Faculty Assembly Vice President reported on behalf of Faculty Assembly President Michael Hedges. The Faculty Assembly is in recess for the summer. The Medical Imaging/Medical Imaging Sciences Department will be holding a fundraiser golf tournament on July 30, 2017 at Tidewater Golf Club.

Information

The Massage Therapy Board Pass Rate from April 1, 2016 through March 31, 2017 was 93.3%

Upcoming Events

- Proposed Legislative Delegation Luncheon, June 26, 2017 at 12:00 p.m. @ ICI on Grand Strand Campus.
- Unveiling of Georgetown Advanced Manufacturing Center Architectural Plans, July 10, 2017 at 11:30 a.m. @ Georgetown Campus.
- Area Commission Meeting, August 8, 2017 at 7:00 p.m. @ Conway Campus
- ADN & PN Pinning Ceremony, August 10, 2017 at 11:00 a.m. @ Conway Campus.
- Surgical Technology Pinning Ceremony, August 10, 2017 at 4:00 p.m. @ Grand Strand Campus.

Adjournment

Motion was made by Mr. Nobles, seconded by Mr. Richardson and carried to adjourn at 8:30 p.m.

(Vote 7 yes 0 no)

M/S/C

Tommy Branyon, Jr. Chairman

Y. Melvin Nobles, Secretary

Respectfully Submitted
Cathy L. Myers
Administrative Coordinator

Date: _____