Minutes of the Meeting Horry Georgetown Technical College Commission October 10, 2017

Members Present	Joe T. Branyon, Jr. Brent D. Groome J. David McMillan Orrie E. West	Fedrick D. Cohens Donald W. Helms W. Ken Richardson
		Marilyn Murphy Fore
Members Absent:	Herman C. Jones, Excused Y. Melvin Nobles. Excused	
Guests:	Melissa Batten, John Dove, Buzz Freeman, Harold Hawley, Lori Heafner, Michael Hedges, Greg Mitchell, Neil McCoy, Vincent Myers, Lari Roper, Jackie Snyder, Andrea Washington, and Jennifer Wilbanks.	
Media:	None	
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The Horry Georgetown Technical College Commission held its monthly meeting on Tuesday, October 10, 2017 at 6:30 p.m. at the Conway Campus of Horry Georgetown Technical College.

A written notice was mailed to all the 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 6:30 p.m. and asked for acceptance of the agenda and approval of the August 8, 2017 minutes. *Motion was made by Mr. Richardson seconded by Mr. Nobles and carried to accept the agenda and approve the June 13, 2017 minutes.*

(Vote 7 yes 0 no)

M/S/C

Spotlight

Vice President John Dove highlighted Vincent Myers, Director of Technical Support Services and Andrea Washington, Director of Administrative Information Systems. Dr. Fore acknowledged the hard work and dedication from both Departments.

Acknowledgement of Service

President Fore recognized Area Commission Members Brent Groome and Orrie West by presenting them with a portfolio, pen set, and an award plaque in Gratitude for Exemplary Leadership in providing pioneering vision for technical and comprehensive training and cutting-edge facilities.

Horry Georgetown Technical College Commission Page 2 October 10, 2017

Action

Independent Auditor's Report: <u>5A.</u>

Mr. Hawley announced the College received an unqualified audit opinion. There were no audit findings for the fiscal year ended June 30, 2017. Motion was made by Mr. Richardson, seconded by Mr. Helms and carried that the Area Commission approves the results of the current year independent auditor's report and the corresponding financial data. (Vote 7 yes 0 no) M/S/C

5B. Revision to Policy 8.1.2 – Attendance:

A revision was made to Policy 8.1.2 regarding student attendance to provide clarity and reflect current college terminology. Motion was made by Mr. Richardson, seconded by Ms. West and carried that the Area Commission approves the revision to College Policy 8.1.2 regarding "Attendance".

(Vote 7 yes 0 no)

5C. Revision to Area Commission Related Policies:

Motion was made by Mr. Helms, seconded by Ms. West and carried that the Area Commission review and approve any revisions to Policies 1.2.1, 1.2.2, 1.2.4, 1.2.5 and Procedure 1.2.5.1. No revisions made. (Vote 7 yes 0 No) M/S/C

Discussion

Construction Update: 6A.

Mr. McCoy gave an update on construction projects. He is very proud of the Conway Advanced Manufacturing Center and thought the Grand Opening turned out very well. The Joint Bond Review Committee (JBRC) approved the Georgetown Center for Advanced Manufacturing. Construction should begin in June 2018 and completed by August 2019.

6B. SACSCOC Quality Enhancement Plan Timeline:

Dr. Fore announced the College had selected "Interpersonal Communication: Written, Verbal, and Nonverbal" as the SACSCOC QEP topic. The appointed committee has begun the five-year process of meeting this very important requirement.

6C. Campus Security Update:

The Campus Security Report is an annual report that must be submitted each year.

6D. Enrollment Update:

Dr. Batten gave an update on Fall 2017 enrollment status. Dr. Batten reported Fall Overall Headcount is 7077 and Overall FTE is 4737.2.

M/S/C

Horry Georgetown Technical College Commission Page 3 October 10, 2017

Reports

7A. President's Report:

President Fore has been busy making Foundation calls with Foundation CEO, Mr. Wilson. She has also had very productive luncheon meetings with members of the Legislative Delegation. She has met with Representatives Clemmons, Fry, Hewitt and Senator Goldfinch.

7B. College Budget Status Report:

Mr. Hawley Reviewed the current budget status report ending September 30, 2017.

7C. Foundation Report:

Mr. Freeman reported that Foundation net assets were over \$11.2 million as of August 31, 2017. The Medical Imaging Sciences Inaugural Golf Tournament raised \$15,000.

7D. President's Cabinet Reports:

- Dr. Batten recognized the hard work the Student Affairs department had been doing to enroll students.
- In Mr. Dove's absence, Dr. Fore recognized the hard work the Information Technology department had been doing behind the scenes.
- Mr. Hawley recognized the maintenance department for their commitment to making HGTC a well-kept and beautiful campus at all three sites.
- Ms. Heafner reported that the graduate placement rate was 94% of which is higher than the national standard.
- Mr. Mitchell has been working with community leaders to offer needed training and growing the college's visibility in providing workforce services.
- Ms. Snyder reported the college received a clean audit was commended for having exceptional audit results on its compensation program.

7E. Faculty Assembly Report:

The Faculty Assembly Report stands as written.

8A. Information Items:

President Fore was appointed to the Myrtle Beach Regional Economic Development Board of Directors. Dr. Fore shared various newspaper articles involving the college.

Horry Georgetown Technical College Commission Page 4 October 10, 2017

Upcoming Events

- Area Commission Holiday Dinner, December 12, 2017 at 7:00 p.m. Location to be Determined.
- Area Commission Meeting, February 18, 2018 at 7:00 p.m. @ Conway Campus.

Adjournment

Motion was made by Mr. Richardson, seconded by Mr. Helms and carried to adjourn at 7:50 *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:_____