

**Minutes of the Meeting**  
**Horry-Georgetown Technical College Commission**  
**August 11, 2020**  
**Telephone Conference Call**

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

**Members Absent:** None

**Guests:** Dr. Melissa Batten, Stephanie Danesie, John Dove, Charles Granger, Brandon Haselden, Harold Hawley, Lori Heafner, Nicole Hyman, Sheryl Lindquist, Gregory Mitchell, Lari Roper, Jacquelyne Snyder, James Stephens, and Dr. Jennifer Wilbanks

**Media:** Hannah Strong, Post and Courier

The Horry-Georgetown Technical College Commission held its bimonthly meeting on Tuesday, August 11, 2020 at 9:30 a.m. via telephone conference call.

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 9:30 a.m. Roll call was conducted by Ms. Myers. Chairman Branyon asked for acceptance of the agenda and approval of the June 9, 2020 minutes. **Motion by Mr. Nobles, seconded by Mr. Groome and carried that the Area Commission accept the agenda and approve the June 9, 2020 minutes.**

**(Vote 9 yes 0 no)**

**M/S/C**

Mr. Branyon turned the meeting over to President Fore for her report.

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### **Updates**

#### **President Fore's Report**

- **Presidents' Council**

President Fore reported the Presidents' Council approved a law enforcement partnership between the South Carolina Police Academy and the South Carolina technical colleges. The pre-academy certificate (16 credit hour certificate program) will align with all skills required to enter the 8-week certification program at the State's Law Enforcement Training Academy. We are waiting approval to take this before the Academy to see if they accept our proposal. If not accepted, the local technical colleges will develop a 16-week certificate program that would lead to an associate degree program.

- **Legislative Priorities**

President Fore shared the FY2021-2022 Legislative Priorities that included a request of \$28M recurring for Base Funding for Colleges, \$18M non-recurring for equipment for high demand job skills training, \$20M non-recurring for maintenance and repair projects, \$51.1M lottery funds for lottery tuition assistance program and \$17M lottery funds for SC WINS Scholarship funding, \$16M lottery funds for workforce scholarship and grants, TBD non-recurring for readySC, and \$156.2M non-recurring/Bond Bill for capital projects matching CIP.

- **State Tech Board**

President Fore gave a report to the State Board as to when the technical colleges would be opening for classes. Some will start on August 17 and some on August 24. President Fore also reported on decline in enrollment. There was a decline in Headcount and FTE. The average decline across the State from last year to this year ranged between 8 to 30%.

State Board approved the Capital Improvement Plan for 20-21 and 21-22. They also approved adding three concentrations for tuition funds to SCWINS that were not added before. The three program areas are Criminal Justice, Early Care and Education and Human Services.

The State Board also made the decision to put a one-year time limit on the number of years a President can serve as Interim President.

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### **Enrollment Update:**

Dr. Batten reported that as of 13 days from Fall Semester start, there was a decline in both Headcount and FTE. We are down 11% in Headcount and 10% in FTE. The Overall Headcount is 5036 and Overall FTE is 3441.

### **COVID-19 Update**

Ms. Snyder reported Human Resources, Academic Affairs, and Student Affairs have been working together to make sure the college is following all guidelines to insure a healthy and safe environment for our faculty and staff and students. Ms. Snyder reported on the number of employees (6) that have tested positive for COVID-19. Most of those employees were not on campus and did not expose any other employees. Dr Batten reported 24 students that tested positive for COVID-19. Majority of those students had not been on campus and exposure to other students was limited. We do not have a definite date as to when Phase 3 employees will return to campus. No instructions have been given yet due to the spike in number of cases. We are still in Phase 2 which allows employees to stagger schedules and telecommute. Majority of employees are coming to campus but not all at the same time.

President Fore applauded the leadership of Vice President Hawley, Vice President Batten, Executive Vice President Wilbanks and Vice President Dove in establishing a One-Stop Shop Tech Central which makes it easy for students to come in to one central location to have all their needs taken care of from beginning to end. We have received positive feedback from students.

### **Budget Status**

Mr. Hawley reviewed the current budget status report ending July 31, 2020. The College has an annual operating budget of \$48,572,525 and remains largely on track with meeting that budget. He reported the College received approximately \$2.6 million in CARES Act funding that can be used to offset many operational expenses in the current fiscal year. These monies can also be used to offset any temporary decreases in enrollment levels. We have put a freeze on hiring and have dismissed a few temporary positions.

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### **Action**

#### **Policy Revision; 9.1.7 Transfer Credit Evaluation**

Dr. Batten presented for approval a revision to Policy 9.1.7 Transfer Credit Evaluation. This policy addresses the process for accepting transfer credits from institutions of higher education and reflects the language necessary to allow for the transfer of "Pass" or "Satisfactory" grades to equate to a "C" grade at HGTC unless explicitly stated otherwise. The addition to the policy is in response to changes made by other colleges and universities who provide an option for students to earn a Pass/Fail grade due to the COVID-19 pandemic. This addition is being recommended to fully account for and provide consideration for the recent changes in available grading options due to the COVID-19 pandemic. After lengthy discussion, ***motion was made by Mr. Helms seconded by Ms. West and carried to conditionally approve the presented recommendation by the staff and then come back in October with revision to the policy.***

***Motion by Mr. Helms, seconded by Ms. West and carried to rescind the original motion.***

***Motion by Mr. Groome, seconded by Mr. Helms and carried to table the recommended policy until the next meeting to get more information to make a final decision.***

**(Vote 9 yes 0 no)**

**M/S/C**

### **Executive Session**

***Motion made by Mr. Hucks, seconded by Mr. Helms and carried to enter into Executive Session for the purpose of discussing legal matters and then return to regular session.***

**(Vote 9 yes 0 no)**

**M/S/C**

***Motion by Mr. Helms, seconded by Mr. Nobles and carried to come out of Executive Session and enter back into regular session.***

**(Vote 9 yes 0 no)**

**M/S/C**

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***Motion by Mr. Hucks, seconded by Dr. Farrar and carried that after considering the materials submitted by Mr. Antonious NeSmith, prior temporary employee, on behalf of himself and NeSmith Political Consulting Firm that the Commission dismiss his appeal which was discussed during Executive Session and further move that the Commission***

***authorize the Commission Secretary to notify Mr. NeSmith in writing of the Commission's decision within 10 days of this meeting.***

**(Vote 9 yes 0)**

**M/S/C**

***Motion by Mr. Groome, seconded by Mr. Nobles 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**

### **Discussion**

#### **Proposed Aviation Flight Training Program**

Approximately 3 years ago, President Fore was approached about HGTC offering a program in Aviation Flight Training. There is no other aviation flight program in the State of South Carolina. President Fore introduced Mr. James Stephens, Executive Director of the SC Aeronautics Commission, Dr. Jennifer Wilbanks, Dean Brandon Haselden and Professor Charles Granger as spokespersons for the proposed Aviation Flight Training Program. The Aviation Flight Training School would provide the aeronautical competencies required to meet the Federal Aviation Administration (FAA) requirements for a commercial pilot's license. A lengthy discussion focused on the uncertainty of the number of employee opportunities given the COVID-19 Pandemic. Discussion concluded with President Fore assuring the Board of further research into a flight training program.

### **Foundation Report**

In the absence of Mr. Freeman, President Fore reported the Foundation annual Black-Tie Gala scheduled for September 26, 2020 will be held virtually. The Foundation has collaborated with Winspire to assist with the production. The Culinary Arts department will create a 3-4 course dinner and event guests will be able to pick up the dinner at ICI on September 26<sup>th</sup>.

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**Upcoming Events**

President Fore reported there were some concerns with having Commencement at the Convention Center on October 27. At this point, we are looking to reschedule Commencement during the month of December.

**Adjournment**

***There being no further business, motion by Dr. Farrar, seconded by Mr. Nobles and carried to adjourn at 12:09 p.m.***

**(Vote 9 yes 0 No)**

**M/S/C**

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Tommy Branyon, Jr., Chairman

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Y. Melvin Nobles, Secretary

Respectfully Submitted,  
Cathy L. Myers  
Administrative Coordinator

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