

Minutes of the Meeting
Horry-Georgetown Technical College Commission
April 6, 2021
Via Microsoft Teams

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

Members Absent: Robert P. Hucks, Excused

Guests: Professor Jonathan Barker, Stephanie Danesie, John Dove, Harold Hawley, Lori Heafner, Nicole Hyman, Ashley Jaillette, Gregory Mitchell, Lari Roper, Jacquelyne Snyder, and Dr. Jennifer Wilbanks.

Media: None

The Horry-Georgetown Technical College Commission held its bimonthly meeting on Tuesday, April 6, 2021 at 9:30 a.m. via Microsoft Teams.

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 made by Ms. Myers. Chairman Branyon asked for acceptance of the agenda and approval of the February 9, 2021 and March 4, 2021 minutes. **Motion by Mr. Groome, seconded by Dr. Farrar and carried that the Area Commission accepts the agenda and approves the February 9, 2021 meeting minutes and the March 4, 2021 Special Called Meeting minutes.**
(Vote 8 yes 0 No) M/S/C

Spotlight:

President Fore introduced Ashley Jaillette, Executive Director of the South Carolina Association of Technical College Commissioners. Ms. Jaillette is responsible for serving trustees and expanding awareness of colleges in the South Carolina Technical College System. Ms. Jaillette addressed the board and gave an overview of the Commissioners Association.

Updates

Enrollment Comparison Update:

Executive Vice President Wilbanks reported the current Summer 2021 overall Headcount is 1717 and overall FTE is 908. Fall enrollment is now open and already have 500 students.

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Budget Status Update:

Vice President Hawley reported on the current budget status report ending March 1, 2021.

Capital Projects and Major Renovations Update:

President Fore reported on the current capital projects and major renovations.

- **Conway Campus:** Construction on the Diesel Expansion project has begun and expected to be complete by December 2022.
- **Grand Strand Campus:** The Grand Strand Campus renovations are coming along nicely and should be complete by July 2021.
- **Georgetown Campus:** Exterior painting and canopy work is in progress and will be completed by mid-Spring.

COVID-19 Update:

Vice President Snyder gave brief update on COVID-19. We had 5 employees test positive and 23 employees exposed to someone that tested positive for COVID-19. On the student side we had 49 students to test positive and 196 in quarantine due to exposure or symptoms. We are seeing some improvement in numbers. Conway Medical Center hosted a vaccine clinic for HGTC employees, and we had over 100 employees receive the vaccination.

Action

Appointment of Nominating Committee for the Election of Officers:

Chairman Branyon appointed Mr. Hucks as Chair, Mr. McMillan, and Dr. Farrar to serve as the Nominating Committee to bring back a slate of names for the election of officers at the June meeting. ***Motion by Ms. West, seconded by Mr. Cohens and carried that the Area Commission approves the nominating committee consisting of Mr. Hucks, Mr. McMillan, and Dr. Farrar.***

(Vote 8 yes 0 no)

M/S/C

Contracts and Agreements

Vice President Hawley along with Executive Vice President Wilbanks brought forth for approval all academic consortia agreements and contracts for goods and services exceeding \$25,000 annually. ***Motion by Mr. Helms, seconded by Dr. Farrar and carried that the Area Commission approves all academic consortia agreements and other contractual agreements.***

(Vote 8 yes 0 No)

M/S/C

Naming Opportunity:

Executive Vice President Wilbanks brought forth for approval a request to name the Crime Scene Investigation (CSI) Lab on the Conway Campus in honor of the Horry County Sheriff's

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Foundation. The Sheriff's Foundation of Horry County donated \$85,000 of a proposed \$100,000 to the College. **Motion by Mr. Helms, seconded by Mr. Cohens and carried that the Area Commission approves the naming of the Crime Scene Investigation (CSI) Laboratory on the Conway Campus "The Sheriff's Foundation of Horry County Crime Scene Investigation (CSI) Laboratory."**
(Vote 8 yes 0 No) **M/S/C**

Curriculum Change: Associate in Applied Science with a Major in Sports Tourism and Recreation Management Degree Termination

Executive Vice President Wilbanks presented for approval a request for the termination of the Associate in Applied Science, Major in Sports Tourism and Recreation Management Degree. The program will be terminated and transitioned to a specialization under the Associate in Applied Science, Major in Business Administration Degree. **Motion by Dr. Farrar, seconded by Mr. Groome and carried that the Area Commission approves the termination of the Associate in Applied Science, Major in Sports Tourism and Recreation Management Degree, effective Fall 2021.**
Vote 8 yes 0 No) **M/S/C**

Curriculum Change: Administrative Support Certificate Degree Termination

Executive Vice President Wilbanks brought forth for approval the termination of the Administrative Support Certificate Degree. Dr. Wilbanks reported the technology and skills required for positions associated with administrative support have changed. Enrollment has been declining in the Administrative Support program with less than 15 students for Fall 2020 and Spring 2021 semesters. **Motion by Mr. Groome, seconded by Mr. McMillan, and carried that the Area Commission approves the termination of the Administrative Support Certificate Degree, effective Fall 2021.**
Vote 8 yes 0 No) **M/S/C**

Discussion

Employee Return to Work

President Fore reported on March 5, 2021, Governor Henry McMaster sent an Executive Order requiring all State agencies to expedite the return to normal operations effective Monday, March 15, 2021. State agencies were to provide their plan to return employees to the workplace fulltime to the SC Department of Administration (HRD) for review and approval. The following plan was submitted and approved by the SC Human Resources Division:

Beginning Monday March 15, 2021 – HGTC full-time employees return to work on campus at least 3 days per week (which equates to 24.75 hours) each week; faculty are required to be on campus a minimum of 3 days (which equates to 20 hours) each week.

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Beginning Monday, March 22, 2021 – HGTC full-time employees return to work on campus at least 4.5 days per week (which equates to 37.5 hours) each week; faculty are required to be on campus a minimum of 4.5 days (which equates to 30 hours) each week. Temporary staff employees will also return to work on campus the approved number of hours in their current employment agreement. Please note, the College will observe Spring Break, as outlined in the 2020-21 Academic Calendar.

2021 Commencement:

President Fore announced Commencement will be held face to face on Wednesday, May 12, 2021 at 1:00 p.m. at the Myrtle Beach Convention Center. Patron Emeritus Awards will be presented to Dr. David DeCenzo, Dr. Fred Carter, and Governor Henry McMaster. In addition, awards will be presented to the Professor, Staff and Student of the Year. An additional ceremony will be held at 4:00 p.m. if necessary.

President's Report

Data provided by our Colleges in the Fall on students receiving LTA and SCWINS was underestimated. Therefore, there was a shortfall of 22% in funding available going forward. The Presidents needed to decide on how to allocate those funds over the Summer and Fall. There were two options available: Option One: reduce awards for Summer and Fall, and Option Two: maintain current award for Summer and reduce award for Fall by a larger amount. The Presidents voted to maintain award for the Summer 2021 and reduce the award for the Fall for both LTA and SCWINS.

A critical item of discussion during the April 13, 2021 Council of Presidents meeting in Columbia will be dual enrollment.

President Fore announced she would be hosting the Joint Presidents' Council and State Board Retreat July 26-27, 2021 on the Grand Strand Campus. More details to follow.

Foundation Report

President Fore reported on behalf of Mr. Buzz Freeman. Because of COVID-19, she and Mr. Wilson have not been making many prospect calls. The Grace and Grits Annual Scholarship Fund was established by Brian and Sassy Henry of Palmetto Cheese and Get Carried Away Catering.

Information

President's Cabinet Reports:

All reports stand as written.

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Additionally, Dr. Wilbanks announced Professor Stanton Greenawalt was the 2021 A. Wade Martin Innovator of the Year Award recipient. The award is presented annually during the Annual Awards Ceremony of the South Carolina Technical Education Association.

Additionally, Mr. Hawley is overseeing the spending and administration of \$10,029,000 in Federal CRRSAA stimulus (Higher Education Emergency Relief Funding II) as well as the spending and administration of approximately \$18,000,000 in Federal American Recovery Plan stimulus (Higher Education Emergency Relief Funding III).

The College has received three rounds of stimulus funding for a total of \$33 million.

Faculty Assembly Report:

Professor Barker reported the annual Addiction and Recovery Series was very successful. The series was broadcast live on Facebook, Zoom and on the College's YouTube Channel. Students in the Practical Nursing program assisted MUSC-Marion in giving COVID-19 vaccinations. Dental Hygiene's Expanded Duty Dental Assisting students participated in Children's Dental Health Month in February partnering with Seaside Elementary School virtually. Two Dental Hygiene students, Gina Meade and Elmira Peterson recently participated in the South Carolina Technical College I Defy Campaign video.

Upcoming Events

President Fore invited Area Commissioners to the Employee Appreciation Luncheon on Wednesday, May 5, 2021 at 12:00 p.m. at the International Culinary Institute.

Adjournment

Motion was made by Mr. McMillan, seconded by Ms. West, and carried to adjourn at 10:47 a.m.

(Vote 8 yes 0 no)

M/S/C

Tommy Branyon, Jr. Chairman

Y. Melvin Nobles, Secretary

Respectfully Submitted
Cathy L. Myers
Administrative Coordinator

Date: _____