

**Minutes of the Meeting
Horry-Georgetown Technical College Commission
February 8, 2022
Via Microsoft Teams**

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

Members Absent: None

Guests: Dr. Melissa Batten, Stephanie Danesie, John Dove, Buzz Freeman, Harold Hawley, Nicole Hyman, Gregory Mitchell, Lari Roper, Jackie Snyder, and Dr. Jennifer Wilbanks.

Media: None

The Horry-Georgetown Technical College Commission held its bi-monthly meeting on Tuesday, February 8, 2022 at 5:00 p.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 5:00 p.m. Roll call was made by Ms. Myers. Mr. Branyon asked for acceptance of the agenda and approval of the October 12, 2021 minutes.

Motion by Mr. Groome, seconded by Dr. Farrar and carried to accept the agenda and approve the October 12, 2021 minutes.

(Vote 9 yes 0 no)

M/S/C

Mr. Branyon turned the meeting over to President Fore.

Updates

Enrollment Comparison Update:

Vice President Batten reported the current Spring 2022 overall Headcount is 5951, and Overall FTE is 3872.

Budget Status Update:

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

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Capital Projects and Major Renovations Update:

President Fore and Mr. Hawley gave updates on renovation projects.

- **Conway Campus:**

Lease External Diesel Property from Foundation: The College must have a long-term lease or own the space for the Diesel property in order to begin renovation. The lease, required to be approved by the State Tech Board, is scheduled for their review on January 25, 2022. Once approved the lease will be finalized with the HGTC Foundation so that renovations can go forth.

Acquire External Property: This is an A-1 project to acquire approximately 13,700 square feet of space to support relocating and expanding the Diesel Engine Technician Training Program.

Upfit and Renovate New Diesel Project: The project only requires State Tech Board approval which was received on November 16, 2021. Renovations are to be complete by June 30, 2022. Prior to renovating the property, HGTC must lease the property from the Foundation and that lease requires State Tech Board approval.

- **Grand Strand Campus:**

Campus Landscaping and Irrigation: This project began in mid-July and should be completed by February 15, 2022.

Building 1000 (Surgical Technologies and OTA): The project includes possible renovations and acquisition of equipment to meet program needs and changing accreditation requirements. Project to be complete by August 2022.

Building 600 (Kitchen): Project includes renovations to small kitchen. Should be completed by Spring 2022.

- **Georgetown Campus:**

Repaving Selected Roads and Parking: DRG is the civil engineer designing and providing specifications for bidding and overseeing construction. This project requires Capital Budget Office approvals.

Replacement of HVAC for Building 100: DWG was hired as its mechanical engineer to design the system and provide specifications for bidding.

SEM Works Project Update:

Vice President Heafner shared that the College contracted with Dr. Jim Black of SEM Works to conduct research on community and stakeholder perceptions of the college. She stated that she would share the findings at a future meeting.

Horry County Bucksport Grant:

Vice President Heafner reported on a 1.9 million training grant approved by Horry County Government and provided through the American Rescue Plan Act (ARPA). This grant will provide access to job training programs offered at HGTC through the Bucksport community educational program.

Crane Operator Program

The College will be offering the first Certified Crane Operating training course in partnership with Skyview Crane Training and Inspections.

COVID-19 Update:

An update was given by Vice Presidents Batten and Snyder on the increase of Covid cases upon our return to work on January 3, 2022. However, those numbers have decreased in the last week. Executive Vice President Wilbanks reported 60% of classes are now offered face to face and 40% online.

Action

Mid-Year Operating Budget:

Mr. Hawley brought forth for approval the mid-year operating budget. The College projects an annual revenue stream of approximately \$50,253,024 based on actual fall and projected spring enrollment. A budgetary surplus of approximately \$2,000,000 is projected by the College.

Motion by Mr. Helms, seconded by Mr. Hucks and carried that the Area Commission approves the 2021-22 mid-year operating budget as presented.

(Vote 9 yes 0 no)

M/S/C

Policy Review:

Vice President Hawley brought forth for approval revisions to the following policies: 2.1.13 Transfer of Tuition Fees for Capital Expenditures, 3.4.4 Organizational Memberships, 4.2.2 College and Rental Vehicle Usage, 4.2.5 Parking Regulations and Vehicle Registration. ***Motion by Mr. Helms, seconded by Dr. Farrar and carried to approve revisions as presented.***

(Vote 9 yes 0 no)

M/S/C

Curriculum Termination -Cloud and Database Certificate:

Executive Vice President Wilbanks brought forth for approval the termination of the Cloud and Database Certificate. The Certificate is no longer needed as a stand-alone program and is recommended for termination effective Fall 2022. ***Motion by Mr. Hucks, seconded by Mr. Cohens and carried to approve the termination of the Cloud and Database Certificate, effective Fall 2022.***

(Vote 9 yes 0 no)

M/S/C

Policy Review:

Vice President Batten brought forth for approval revisions to the following policy: 8.6.13 Graduation Certification. ***Motion was made by Mr. Hucks, seconded by Mr. Helms, and carried to approve revisions to Policy 8.6.13 as presented.***

(Vote 9 yes 0 no)

M/S/C

President's Report

President Fore serves on the President's Council Legislative Committee. She reported on the SC Technical College System 2022-2023 legislative priorities that included \$50 million (recurring) for base funding for local colleges, \$60 million (non-recurring) for equipment for high demand job skills training, \$160 million (non-recurring) for college maintenance, repair and renovation projects, \$2 million (non-recurring) for continued funding for readySC to deliver on commitments made by the State, \$51.1 million for lottery tuition assistance (LTAP), \$16 million for continued workforce grants for short-term, high demand job skills training, and \$17 million for continued SC WINS Scholarship Program funding.

President Fore reported on the FY2022-23 Funding Request. We are seeking \$10 million in State Funding with a local match of \$5 million. The funding will allow the expansion of our Grand Strand healthcare campus.

President Fore reported Outboard Marine Technology was nominated as a finalist for the national Bellwether Award presented by the Bellwether College Consortium.

Dedication for the Grand Strand Campus is scheduled for Friday, April 22, 2022 at 10:00 a.m.

Foundation Report

Mr. Freeman reported the Annual Foundation Black Tie Gala is scheduled for April 2, 2022. The Foundation Board will begin advertising for the position of President and CEO of the Foundation due to the retirement of Neyle Wilson in April. Mr. Freeman will be retiring from the Foundation Board in July and Tim Tilley will assume the duties of Chair of the Foundation.

Information

President's Cabinet Reports:

- Vice President Batten's report stands as written.
- Vice President Dove's report stands as written.
- Vice President Hawley's report stands as written.
- Vice President Heafner's report stands as written.
- Ms. Hyman's report stands as written.
- Vice President Mitchell's report stands as written.
- Ms. Roper's report stands as written.
- Vice President Snyder complimented the partnership with Conway Medical Center to provide COVID testing to HGTC employees and students. She also reported on the partnership with the system office to migrate to SCEIS Database for processing human resources and payroll actions.

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- Executive Vice President Wilbanks reported Professor Casey King will again host the annual Addiction and Recovery Lecture Series during the month of February. Additionally, she reported the College was granted “candidacy status” by the Accreditation Council for Occupational Therapy Education (ACOTE) to begin accepting students into our new Occupational Therapy Assistant program for Fall 2022.

Faculty Assembly Report:

Professor Barker’s report stands as written. Faculty members continue to provide quality instruction to their students.

News Articles:

Included in the packet are various articles highlighting our students, faculty, and staff.

Calendar

Upcoming Events:

Grand Strand Dedication will be held at 10:00 a.m. on April 22, 2022. Commencement scheduled for May 12, 2022 at the Myrtle Beach Convention Center with time to be determined at this time.

President Fore acknowledged Chairman Branyon, Mr. Nobles and Ms. West for being recognized by the South Carolina Association of Technical College Commissioners for their 20+ years of service.

Adjournment

There being no further business, motion was made by Mr. Helms, seconded by Dr. Farrar, and carried to adjourn at 6:12 p.m.

(Vote 9 yes 0 No)

M/S/C

Tommy Branyon, Jr., Chairman

Y. Melvin Nobles, Secretary

Respectfully Submitted,
Cathy L. Myers
Administrative Coordinator

Date:_____