

**Minutes of the Meeting
Horry-Georgetown Technical College Commission
August 8, 2023**

Members Present: Joe T. Branyon, Jr. Fedrick D. Cohens
Dr. Robert J. Farrar Robert P. Hucks
J. David McMillan Orrie E. West

Dr. Marilyn Fore, President
Cathy Myers, Administrative Coordinator

Members Absent: Brent D. Groome (Excused)
Y. Melvin Nobles (Excused)

Guests: Dr. Melissa Batten, Stephanie Danesie, Ann Daniels, Harold Hawley, Lori Heafner, Terry Quaresimo, Lari Roper, Jackie Snyder, Tim Tilley, and Dr. Jennifer Wilbanks.

Media: None

The Horry-Georgetown Technical College Commission held its bimonthly meeting on Tuesday, August 8, 2023 at 1:00 p.m. in the President's Board Room, Conway Campus of Horry-Georgetown Technical College.

A written notice was provided to all media in Horry and Georgetown Counties advising them of the date, time, and place of the meeting in accordance with the Freedom of Information Act.

Chairman Branyon called the meeting to order at 1:00 p.m. and asked for acceptance of the agenda and approval of the June 13, 2023 and July 12, 2023 minutes. ***Motion by Mr. McMillan, seconded by Ms. West and carried to accept the agenda and approve the June 13, 2023 and July 12, 2023 minutes.***

President Fore introduced special guests Ann Daniels, AVP for Academics and Dean of School of Nursing and Health Sciences and Kristen Toben, Assistant Controller.

Updates

Budget Status Update:

Vice President Hawley reported on the current budget status report ending July 31, 2023.

Capital Projects and Major Renovations:

President Fore and Vice President Hawley reported on the following capital projects and major renovations:

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- **Conway Campus:** Renovation/Expansion of the Building 500 Cosmetology Labs. This renovation/expansion will also include taking over part of Building 600, the former Fowler Dining Room. Currently engaging architect for design.
- **Grand Strand Campus:** Renovation/Expansion of Building 100. Working on the Phase 1 design and cost estimates. Project expected to be complete in mid-2025.
- **Georgetown Campus:** Renovate/Upfit Buildings 100 and 500. Construction begins in June and should be completed by end of August and ready for fall classes.

Strategic Planning Kick-Off:

Vice President Heafner announced August 17, 2023 is the new Strategic Plan Kick-Off with faculty and staff. As mentioned in prior meeting, the Strategic Plan is part of the College's planning process to plan the future direction of the college. Ms. Heafner shared a timeline of events beginning in August and ending in February with final draft being approved by the Area Commission.

Graduate Placement Report:

Vice President Heafner reported the College's overall graduate placement rate is 95%.

Enrollment Comparison Update

Vice President Batten reported the current overall fall Headcount is 6405. The overall FTE is 4256.3. We are now offering Zero tuition for 60 programs.

Action

Accounts Receivable Write-Off:

Vice President Hawley presented for approval, a request to write off \$435,000 in delinquent accounts receivable balances that are more than 2 years old and/or the account no longer considered collectible. ***Motion by Mr. Hucks, seconded by Mr. Cohens and carried that the Area Commission approves the College writing off \$435,000 in delinquent accounts receivable from Fiscal Years 2015 and 2016.***

(Vote 6 yes 0 no)

M/S/C

President's Report

President Fore announced the College would be hosting the South Carolina Freshmen Legislative Caucus on September 29, 2023 at the International Culinary Institute. Area Commission members and their guest are invited to attend. President Fore attended a meeting with James Taylor, Airport Manager for Georgetown County along with EVP Dr. Jennifer Wilbanks, AVP Brandon Haselden and Professor Charles Granger to discuss a possible flight training program.

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Foundation Report

Mr. Tilley's report stands as written.

Information

President's Cabinet Reports:

- Vice President Batten announced HGTC has been designated as a Military Friendly school. HGTC has received "gold status" out of the available ratings of gold, silver, and bronze – with gold being the highest of the three.
- Vice President Hawley's report stands as written.
- Vice President Heafner's report stands as written.
- Ms. Hyman's report stands as written.
- Mr. Quaresimo reported major technology upgrades completed for the Burroughs and Chapin and Maeser Auditoriums. Began major cabling project across Highway 501 to extend the HGTC College network to the Conway AMC, Daytona Street, and Diesel Building on Allied Drive.
- Ms. Roper's report stands as written. Marketing has been participating in open houses, printed materials mailed to Horry and Georgetown Counties. Focusing on getting the word out on Zero tuition.
- Vice President Snyder's report stands as written. Excited to bring in new talent. The Human Resources Team continues to work on professional development.
- Vice President Wilbanks announced the following: Phi Theta Kappa was awarded Best Chapter in the World out of 1250+ chapters. Professor Michael Hedges received the Professor for Affordable Learning (PAL) award. The Welding Department became a (AFT) AWS/Accredited Testing Facility and HGTC can offer students an American Welding Society Welder certification. Radiologic Technology students achieved a 100% first attempt registry pass rate. Nursing program – ADN and PN SC LLR board rates for the 2nd Quarter were at 100% for both programs. New certificate programs beginning Fall 2024 include Automotive Technology, Boat Building, Human Resources, and IT Project Management. New A.A.S. Hospitality/Tourism Management Degree- Hotel, Restaurant and Event Management.

Faculty Assembly Report:

In the absence of Professor Jonathan Barker, the Faculty Assembly report stands as written.

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Executive Session

Motion by Dr. Farrar, seconded by Ms. West and carried to go into Executive Session at 2:15 p.m. for the purpose of discussing personnel matters and/or contractual arrangements/negotiations.

(Vote 6 yes 0 no) M/S/C

Motion by Mr. Hucks, seconded by Ms. West and carried to come out of Executive Session at 4:00 p.m.

(Vote 6 yes 0 no) M/S/C

Motion by Dr. Farrar, seconded by Mr. Cohens and carried that the Area Commission accepts and approves the Agency Head Evaluation of President Fore as discussed.

(Vote 6 yes 0 no) M/S/C

Adjournment

There being no further business, motion by Mr. Hucks, seconded by Ms. West and carried to adjourn at 4:04 p.m.

(Vote 6 yes 0 no) M/S/C

Tommy Branyon, Chairman

Orrie E. West, Secretary

**Respectfully Submitted,
Cathy L. Myers
Administrative Coordinator**

Date: _____