

**Minutes of the Meeting
Horry-Georgetown Technical College Commission
June 17, 2025**

Members Present: Joe T. Branyon, Jr. John G. Cassidy
 Fedrick D. Cohens Byron P. David (via phone)
 Robert J. Farrar Robert P. Hucks
 Orrie E. West

 Dr. Marilyn Fore, President
 Cathy Myers, Administrative Coordinator

Members Absent: Brent D. Groome (Excused)
 J. David McMillan (Excused)

Guests: Dr. Melissa Batten, Harold Hawley, Dr. Lori Heafner, Nicole Hyman,
 Amanda King, Russell Luce, Dr. Kelly Perritt, Terry Quaresimo, John
 Sawyer, Jackie Snyder, and Dr. Jennifer Wilbanks

Media: None

The Horry-Georgetown Technical College Commission held its bimonthly meeting on Tuesday, June 17, 2025 at 1:00 p.m. in the President's Board Room (107), Conway Campus of Horry-Georgetown Technical College.

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 1:00 p.m. and asked for acceptance of the agenda and approval of the April 11, 2025 minutes. ***Motion by Mr. Hucks, seconded by Mr. Cohens and carried to accept the agenda and approve the April 11, 2025 minutes.***

(7 yes 0 no)

M/S/C

Updates

Budget Status Report:

Vice President Hawley reported on the current budget status report ending May 31, 2025.

Capital Projects and Major Renovations:

Vice President Hawley reported on the current capital projects and major renovations.

Conway Campus:

Marilyn J. Fore Health Professions Training Complex – Architectural contract awarded to McMillan, Pazden, Smith. Construction is estimated to be completed in August 2026.
Signage – Engaged an architect to begin design work on the construction of new monumental signage for Highway 501.

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Automotive Building Expansion – PMH Croft Architect working on CD's and construction expected to be completed in early Fall 2026.

Enrollment Update:

Vice President Batten reported the current summer 2025 Overall Headcount is 4173 (10% increase from last year) and Overall FTE is 2079.2. The current Fall 2025 Overall Headcount is 5278 (12% increase from last year) and the Overall FTE is 3382.2. HGTC experienced the 3rd largest increase in absolute numbers among the 16 South Carolina technical colleges.

Action Items

Election of Officers:

Nominating Committee Chair, Dr. Robert Farrar, along with Fedrick Cohens, and Byron David recommended the following slate of officers for the election to the Horry-Georgetown Technical College Commission: Tommy Branyon, Chair, Robert Hucks, Vice Chair, and Orrie West, Secretary. ***Motion by Dr. Farrar, seconded by Mr. Cassidy and carried that the Area Commission approves the slate of officers recommended by the Nominating Committee.***

(7 yes 0 no)

M/S/C

Area Commission 2025-26 Meeting Schedule:

Mr. Branyon presented the proposed 2025-2026 Area Commission meeting schedule.

Motion by Mr. Hucks, seconded by Dr. Farrar and carried that the Area Commission approves the 2025-2026 Area Commission meeting schedule.

(Vote 7 yes 0 no)

M/S/C

Annual Unrestricted Operating Budget 2025-2026:

Vice President Hawley presented the 2025-26 annual unrestricted operating budget for approval. The College projects an annual revenue and expenses for fiscal year 2025-26 of approximately \$70,004,769 and a budgetary surplus of \$2,000,000. ***Motion by Mr. Hucks, seconded by Mr. Cohens and carried that the Area Commission approves the unrestricted 2025-26 annual operating budget.***

(Vote 7 yes 0 no)

M/S/C

Accounts Receivable Write-Off:

Vice President Hawley presented for approval a request to write off \$267,290 in delinquent accounts receivable balances that are more than 2 years old and/or the account is no longer considered collectible. ***Motion by Ms. West, seconded by Dr. Farrar and carried that the Area Commission approves the College writing off a net \$267,290 in delinquent accounts receivable from before Fiscal Year 2018.***

(Motion 7 yes 0 no)

M/S/C

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New Program – Artificial Intelligence (AI) Innovators Certificate Degree:

Executive Vice President Wilbanks presented for approval a request for a new program, Artificial Intelligence (AI) Innovators Certificate Degree. The certificate is a 12-credit, one-semester program to be offered on the Conway Campus. A local needs assessment shows over 50 jobs in a 3-year period with salaries varying in range from \$40,000+ depending on the position and field of study. ***Motion by Dr. Farrar, seconded by Ms. West and carried that the Area Commission approves the offering of the Artificial Intelligence (AI) Innovators Certificate Degree, effective Spring 2026.***

(Vote 7 yes 0 no)

M/S/C

Elimination of Policy 3.5.1 Loyalty to Institution:

Vice President Snyder presented for approval a request to eliminate Policy 3.5.1 Loyalty to Institution. The policy is no longer necessary and may conflict with modern standards of institutional governance and academic integrity. ***Motion by Ms. West, seconded by Mr. Cohens and carried that the Area Commission approves deletion of Policy 3.5.1 Loyalty to Institution.***

(Vote 7 yes 0 no)

M/S/C

President's Report

President Fore announced her appointment to the Southern Association of Colleges and Schools Commission on Colleges Board of Trustees. She has also accepted an invitation to serve a two-year term on the Association of Community College Trustees Nomination Review Committee for the ACCT annual regional awards.

President Fore gave a brief legislative update. The Technical College System's final allocation was over \$250 million in direct general funds and lottery dollars, including a base funding increase, SCWINS, and capital and maintenance at individual colleges.

Recurring Allocations

Base funding for all technical colleges \$13M

System Non-Recurring/Lottery Allocations

SC WINS \$91.4M

readySC \$5M

Technology Upgrades, \$3.5M Repair, and Maintenance \$3.5M

Individual College Non-Recurring allocations

HGTC \$8M

HGTC met all its Performance Funding criteria for the year, receiving \$2,017,208 in monies that were solely related to performance funding. President Fore briefly talked about the Technical College System tuition history. HGTC and Tri-County Technical College raised tuition less than any of the other South Carolina technical colleges.

Foundation Report

Mr. Sawyer reported that the Foundation Report remains as submitted. The following individuals were appointed to the Foundation Board: Stuart Butler, Le Hendrick, Alison Hudson, and Priya Patel.

Information

President's Cabinet Reports:

- Vice President Batten announced Career Development Coordinator, Lauren Skipper, launched a social media series, "All in a Day's Work" with episodes on Golf and Sports Turf Management and Electrical Lineworker programs to educate future and prospective students on what they can expect from these programs as well as what can be expected after graduation.
- Vice President Hawley announced he is working with Tax Counsel and CPAs at Mauldin Jenkins to secure the balance of HGTC's Employee Retention Credit (ERC) estimated at \$3.6 million.
- Vice President Heafner announced the Office of IE and Development is in the final stages of collecting graduate placement data. Dr. Heafner reported that the current placement rate is 90%. Her office continues to reach out to graduates and work with faculty to collect missing placement data.
- Ms. Hyman reported on current media coverage, Total media exposure was 454 hits, including news media and social media mentions. There were 42 media alerts sent and the monetary value of media coverage received was \$3.7M.
- Dr. Perritt announced that TV spots had been purchased to air during the CCU baseball games. HR Marketing was discussed, and a plan will be developed in collaboration with Human Resources to explore how marketing can support HR initiatives. A meeting was held with Dr. Wilbanks to gather information about institutional outcomes for inclusion in marketing campaigns. Feedback from academics is also being collected and will be shared as messaging strategies are developed.
- Mr. Quaresimo announced Technology Solutions completed a project to replace the physical server hosts that accommodate the College's 200 virtual machines. Due to the age of the current servers and the lack of vendor support, the new data center servers will provide a modern and stable platform for the College's most critical technology resources, such as Banner.
- Vice President Snyder's report stands as written. Additionally, she discussed the new state compensation plan.

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- Executive Vice President Wilbanks reported students in the Associate Degree Nursing Program achieved a 100% pass rate on the National Council Licensure Examination for Registered Nurses for the first quarter of 2025. Additionally, she announced that every student in the Dental Hygiene cohort successfully passed both the written National Board Dental Hygiene Exam and the clinical exam by the American Board of Dental Examiners, achieving a 100% pass rate. Additionally, she announced 13 Associate Professors successfully presented their portfolios in the Spring and will move to Professor appointments on August 18, 2025.

Faculty Assembly Report:

Professor Luce reported on faculty summer activities and events. Dr. Michael Roberts, Professor of English, was appointed as HGTC's first Writer-in-Residence. Professor Deanna Ruth renewed the "SC Registered Forester" license, notable as only 16% of SC foresters are women; must be a registered forester, pass the national Society of American Foresters test and the SC test over unique habitats. Professor Roy West was recognized as HGTC's Professor of the Year at the 2025 Commencement Ceremony. Professor Karleen Campbell received the Educator Appreciation Award from Waynesville High School National Honor Society.

News Releases:

HGTC was once more recognized as a Military Friendly School for the 2025-2026 academic year. The Designation highlights HGTC's ongoing commitment to supporting service members, veterans, and their families in achieving their educational and career goals.

Upcoming Events:

The Dedication of the Nursing and Health Sciences Institute is scheduled for Tuesday, July 29, 2025 at 4:00 p.m. The ACCT Leadership Congress will be held in New Orleans, Louisiana, October 22-25, 2025.

Executive Session

Motion by Dr. Farrar, seconded by Mr. Hucks and carried to go into Executive Session at 2:08 p.m. for the purpose of discussing personnel matters and/or contractual arrangements/negotiations.

(Vote 7 yes 0 no)

M/S/C

Motion by Mr. Hucks, seconded by Mr. Cohens and carried to come out of Executive Session at 3:03 p.m. No action was taken.

(Vote 7 yes 0 no)

M/S/C

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Adjournment

There being no further business, motion by Mr. Cohens, seconded by Mr. Hucks and carried to adjourn at 3:06 p.m.

(Vote 7 yes 0 no)

M/S/C

Tommy Branyon, Jr., Chairman

Orrie E. West, Secretary

Respectfully Submitted,
Cathy L. Myers
Administrative Coordinator

Date: _____