

**Minutes of the Meeting
Horry-Georgetown Technical College Commission
June 16, 2026**

Members Present: Joe T. Branyon, Jr. John G. Cassidy
 Fedrick D. Cohens Richard F. Elliott
 Robert J. Farrar Robert P. Hucks
 J. David McMillan Orrie E. West

Dr. Marilyn Fore, President
Amanda King, Executive Administrative Coordinator

Members Absent: None

Guests: Dr. Melissa Batten, Dr. Becky Boone, Shannon Detzler, Professor
 Tony Chowning, Harold Hawley, Dr. Lori Heafner, Bobbi Jo
 Oxendine, and Dr. Kelly Perritt.

Media: None

The Horry-Georgetown Technical College Commission held its regularly scheduled bimonthly meeting on Tuesday, June 16, 2026, at 1:00 p.m. in the President's Board Room (107) on the Conway Campus of Horry-Georgetown Technical College.

In accordance with the South Carolina Freedom of Information Act, written notice of the meeting, including the date, time and location, was provided to all media outlets in Horry and Georgetown Counties.

Chairman Branyon called the meeting to order at 1:00 p.m. and requested acceptance of the agenda and approval of the minutes of the April 22, 2026, May 5, 2026, and May 21, 2026, meetings. **Dr. Farrar made a motion, seconded by Mr. Cohens, and unanimously carried to accept the agenda and to approve the minutes of the April 22, 2026, May 5, 2026, and May 21, 2026, meetings.**

(Vote 8 yes 0 no)

M/S/C

Updates

Budget Status Update:

Vice President Hawley presented the budget status report ending May 31, 2026.

Capital Projects and Major Renovations:

President Fore and Vice President Hawley provided updates on current capital projects and major renovations totaling \$67,030,401. Every project is on time and under budget.

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Conway Campus:

- College-Wide Maintenance: Project was approved on September 9, 2025. Initial work tasks and schedules have been developed.
- Marilyn Murphy Fore Health Professions Training Complex Renovation: Bids were opened May 28, 2026. Project completion is projected for April 2027.
- Monumental Signage: The City approved two signs, and a third sign approval is pending. Signs should be completed by late fall.
- Automotive Building Expansion: Construction began on January 5, 2026. The revised contractual date for completion is July 19, 2026.

Vice President Hawley presented information regarding the potential acquisition of a property consisting of approximately 45,000 square feet of space. **Mr. Cassidy made a motion, seconded by Mr. Hucks, and unanimously carried that the Area Commission proceed with due diligence to evaluate the potential acquisition of the property.**

(Motion 8 yes 0 no)

M/S/C

Enrollment Update:

Vice President Batten reported the current summer 2026 Overall Headcount is 4467 and Overall FTE is 2248.3. The current Fall 2026 Overall Headcount is 5242 and the Overall FTE is 3297.2. HGTC experienced the 2nd highest increase among the 16 South Carolina technical colleges.

Action

Election of Officers:

Nominating Committee Chair, Mr. McMillan, Mr. Cohens, and Mr. Elliott recommended the following slate of officers for the election to the Horry-Georgetown Technical College Commission: Robert Hucks, Chair, Bob Farrar, Vice Chair, and Orrie West, Secretary. Mr. McMillan thanked Chairman Branyon for his many years of dedicated leadership and service as Chairman. Chairman Branyon expressed his appreciation and stated that it had been an honor to serve in the role. **Mr. McMillan made a motion, seconded by Mr. Cohens, and unanimously carried that the Area Commission approves the slate of officers recommended by the Nominating Committee.**

(8 yes 0 no)

M/S/C

Area Commission 2026-27 Meeting Schedule:

Mr. Branyon presented the proposed 2026-2027 Area Commission meeting schedule. **Mr. Hucks made a motion, seconded by Ms. West, and unanimously carried that the Area Commission approves the 2026-2027 Area Commission meeting schedule.**

(Vote 8 yes 0 no)

M/S/C

Annual Unrestricted Operating Budget 2026-2027:

Vice President Hawley presented the 2026-27 annual unrestricted operating budget for approval. The College projects an annual revenue and expenses for fiscal year 2026-27 of approximately \$77,701,450 and a budgetary surplus of \$2,000,000. ***Dr. Farrar made a motion, seconded by Mr. Cohens, and unanimously carried that the Area Commission approves the unrestricted 2026-27 annual operating budget.***

(Vote 8 yes 0 no)

M/S/C

Accounts Receivable Write-Off:

Vice President Hawley presented for approval a request to write off \$347,586 in delinquent accounts receivable balances that are more than 2 years old and/or the account is no longer considered collectible. ***Mr. Hucks made a motion, seconded by Mr. McMillan and unanimously carried that the Area Commission approves the College writing off a net \$347,586 in delinquent accounts receivable representing balances from multiple fiscal years.***

(Motion 8 yes 0 no)

M/S/C

Policy Revision: 9.2.1 Payment of Tuition and Fees:

Mr. Hawley presented for approval revisions to Policy 9.2.1 Payment of Tuition/Fees. The policy was updated to provide clarity and reflect current college terminology.

Mr. Hucks made a motion, seconded by Ms. West, and carried that the Area Commission approves the revision to College Policy 9.2.1 regarding Payment of Tuition/Fees.

(Motion 8 yes 0 no)

M/S/C

Curriculum Change: Cancellation of Associate in Applied Science Degree – Major in Mechatronics Technology – Industrial Maintenance:

Dr. Heafner brought forth for approval a request for the cancellation of the Associate in Applied Science Degree, Major: Mechatronics Technology- Industrial Maintenance due to consistently low enrollment resulting from the closure of major industries in Georgetown. ***Dr. Farrar made a motion, seconded by Mr. Cassidy, and carried that the Area Commission approves the cancellation of the Associate in Applied Science Degree, Major in Mechatronics Technology – Industrial Maintenance, effective Spring 2026.***

(Motion 8 yes 0 no)

M/S/C

Policy Revisions: 8.1.2 Attendance, 8.6.3 Withdrawal, and 8.6.5 Changing Student Grades:

Dr. Heafner brought forth for approval revisions to the following policies:

Policy Revision: 8.1.2 Attendance: The recommended changes clarify the policy language related to student withdrawal and attendance outcomes. References to WF

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grades have been removed to align the policy with the College's revised grading structure and current academic practices.

Policy 8.6.3 Withdrawal: The recommended changes clarify that students who officially withdraw in accordance with college deadlines and procedures will receive a grade of W. References to WF grade have been removed to align the policy with the College's revised grading structure and current academic practices.

Policy Revision 8.6.5 Changing Student Grades: The recommended changes provide clearer guidance regarding grade-change authority, support continuity in administrative processes when the faculty of record is no longer employed and clarify notification expectations in extenuating circumstances.

Mr. Hucks made a motion, seconded by Ms. West, and unanimously carried that the Area Commission approves revisions to Policy 8.1.2 Attendance, Policy 8.6.3 Withdrawal, and Policy 8.6.5 Changing Student Grades.

(Motion 8 yes 0 no)

M/S/C

Policy Revision: 6.1.1 Public Relations and Communications:

Dr. Perritt presented for approval, on behalf of Ms. Hyman, revisions to Policy 6.1.1 Public Relations and Communications. The proposed revisions strengthen the College's framework for managing official communications and establishes clear expectations for the coordination and dissemination of institutional information. ***Motion by Mr. Hucks, seconded by Ms. West and carried that the Area Commission approves the revision to College Policy 6.1.1 Public Relations and Communications.***

(Motion 8 yes 0 no)

M/S/C

New Policy: 6.1.3 HGTC Brand:

Dr. Perritt presented for approval a new policy, 6.1.3 HGTC Brand. The College has developed a brand policy to help govern how the HGTC brand is used throughout the college and the community. This will help to create a consistent professional representation of the College. ***Motion by Mr. Hucks, seconded by Ms. West and carried that the Area Commission approves new policy 6.1.3 HGTC Brand which will govern HGTC Branding.***

(Motion 8 yes 0 no)

M/S/C

President's Report

President Fore's report stands as submitted. Dr. Fore made a presentation to the Myrtle Beach Air Force Base Redevelopment Authority (MBAFBRA), along with Professor Douglas Gleasman, seeking funds to acquire imaging equipment to support the

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enhancement and expansion of the Radiologic Technology Program. The MBAFBRA approved funding in the amount of \$600,000.

Foundation Report

Ms. Detzler's Foundation report stands as submitted. Additionally, she announced Ms. Martha Lewis as the newly elected chair of the Foundation. The Foundation held check presentations recognizing the generous support of its community partners. Bank of America donated \$ 20,000 and CRG Homes donated \$15,000 to support the Foundation's mission and student success.

President's Cabinet Report:

- Vice President Batten's report was received as submitted.
- Interim Vice President Boone's report was received as submitted. Additionally, Dr. Boone reported that the University of Tennessee invited HGTC to participate in a multimillion-dollar grant initiative with the University of Georgia, NC State University, and Abraham Baldwin Agricultural College. HGTC is the only technical college participating. The grant was submitted on June 13, 2026.
- Vice President Hawley's report was received as submitted.
- Vice President Heafner's report was received as submitted.
- Ms. Hyman's report was received as submitted.
- Ms. Oxendine's report was received as submitted.
- Dr. Perritt's report was received as submitted.

Faculty Assembly:

The Faculty Assembly report was received as submitted.

Executive Session

Mr. Hucks made a motion, seconded by Ms. West and unanimously carried to go into Executive Session for the purpose of discussing personnel matters, and/or contractual arrangements/negotiations.

(8 yes 0 no)

M/S/C

Ms. West made a motion, seconded by Dr. Farrar and unanimously carried to come out of Executive Session at 3.24 p.m.

(8 yes 0 no)

M/S/C

Mr. Hucks made a motion, seconded by Mr. Elliott and carried that in accordance with Southern Association of Colleges and Schools Commission on Colleges

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(SACSCOC) regulations and guidelines that we accept the Area Commission Self Evaluation as presented.

(8 yes 0 no)

M/S/C

Ms. West made a motion, seconded by Mr. Cohens and unanimously carried to appoint Dr. Melissa Batten as Interim President, effective August 1, 2026, through December 31, 2026, with an increase in pay of 15%.

(8 yes 0 no)

M/S/C

There being no further business, Mr. Hucks made a motion, seconded by Mr. Cohens and unanimously carried that the Area Commission adjourn at 3:20 p.m.

(8 yes 0 no)

M/S/C