

**Minutes of the Meeting
Horry-Georgetown Technical College Commission
February 12, 2019**

Members Present: Joe T. Branyon, Jr. Fedrick D. Cohens
Dr. Robert J. Farrar Brent D. Groome
Donald W. Helms Robert P. Hucks, II.
J. David McMillan Orrie E. West

Dr. Marilyn Murphy Fore

Members Absent: Y. Melvin Nobles (excused)

Guests: Dr. Melissa Batten, Stephanie Danesie, John Dove, Christine Farrior, Jamesha Gore-Coggin, Capt. Stanton Greenawalt, Harold Hawley, Lori Heafner, Paige McMahan, Gregory Mitchell, Lari Roper, Shelley Sasser, Jacquelyne Snyder, Jim Westerhold, and Dr. Jennifer Wilbanks

Media: None

The Horry-Georgetown Technical College Commission held its bi-monthly meeting on Tuesday, February 12, 2019 at 6:30 p.m. in the Fowler Dining Room, 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 6:30 p.m. and asked for acceptance of the agenda and approval of the October 3, 2018 minutes. ***Motion by Mr. McMillan, seconded by Mr. Groome and carried to accept the agenda and approve the October 3, 2018 minutes.*** (Vote: 8 yes, 0 no) ***M/S/C***

President Fore introduced new Board members Dr. Robert J. Farrar and Mr. Robert P. Hucks, II and presented them with a pen set and portfolio welcoming them to the Board of Horry-Georgetown Technical College.

Spotlight

Page McMahan: Paige is a student in the Forestry and Wildlife Management Degree Program. She is the winner of the South Carolina Chapter of the Wildlife Society Outstanding Undergraduate Student Award.

Shelley Sasser: Shelley is a student in the Associate in Arts Degree program. She is currently serving as Vice President of the Alpha Nu Sigma Chapter of Phi Theta Kappa Honor Society. Shelley has completed multiple service projects. She oversaw the chapter's primary service project with a nonprofit organization called the Jared Box Project where they collected donations

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of toys and books and filled almost 50 plastic boxes. She also led the chapter's 2018 Honors in Action project which focused on human trafficking prevention. The project was selected as a finalist for the South Carolina Technical Education Association's 2018 Student Community Involvement Project Competition.

Jamesha Gore-Coggin: Jamesha is a graduate of North Myrtle Beach High School and Horry County Early College High School. She earned an Associate in Arts Degree in Business Administration from Horry-Georgetown Technical College. She also received a Bachelor's Degree in Finance with a minor in Marketing from the Darla Moore School of Business at the University of South Carolina. In 2018, Jamesha was selected to open her own agency and after six months of training became the youngest African American female agent in Horry County. She opened her office on December 1, 2018.

Partnership Agreement between HGTC and SPAWARS: Captain Stanton Greenawalt, Associate Professor of Information Technology at Horry-Georgetown Technical College reported on the partnership agreement between Horry-Georgetown Technical College and the Space and Naval Warfare Systems Center Atlantic (SPAWARSYSCEN). This partnership is a first of its kind in support of a highly trained cybersecurity workforce. The agreement's purpose is to enhance the educational experience of Horry-Georgetown Technical College students by providing access to the staff, expertise, facilities and equipment related to naval warfare systems technology available from SPAWARSYSCEN, Atlantic. To support this agreement, the College was awarded a \$750,000 grant from the Office of Naval Research.

Action Items

5A. 2018-19 Mid-Year Operating budget.

Mr. Hawley brought forth for approval the mid-year operating budget. The College projects an annual revenue stream of approximately \$47,422,336 based on actual fall and projected spring enrollment. A budgetary surplus of approximately \$2,400,000 is projected by the College.

Motion by Mr. Helms, seconded by Ms. West and carried that the Area Commission approves the 2018-19 mid-year operating budget as presented.

(Vote: 8 yes, 0 no)

M/S/C

5B. Independent Auditor's Report:

Mr. Hawley announced the College received an unqualified audit opinion. There were no audit findings for the fiscal year ended June 30, 2018. Mr. Hawley was proud to report the College neither incurred nor assumed any additional long-term debt during the fiscal year. ***Motion by Mr. Helms, seconded by Mr. Cohens and carried that the Area Commission approves the results of the independent auditor's report and corresponding financial statements for the year ending June 30, 2018.***

(Vote: 8 yes, 0 no)

M/S/C

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5C. Student Lab Fee:

Mr. Hawley brought forth for approval a request for a student lab fee of \$35 per lab course, not to exceed \$105 per semester. This lab fee is needed to offset the cost of lab courses and is well below the state-wide average for fees of this nature. Mr. Hawley reported HGTC had the lowest tuition/fee rate in the state as of Fall 2018 and approval of this fee is not expected to impact that ranking. *Motion by Mr. Groome, seconded by Ms. West and carried that the Area Commission approves a student lab fee of \$35 per lab course, with a cap (or maximum fee) of \$105 per semester to be effective Fall 2019.*

(Vote: 8 yes, 0 no)

M/S/C

5D. College Mission Statement:

President Fore and Cabinet have completed their yearly review of the College Vision, Core Values and Mission Statement. At this time, no revisions have been made and the Vision, Core Values and Mission remain the same. *Motion by Mr. Helms, seconded by Mr. McMillan and carried that the Area Commission reaffirms the College's Mission Statement as presented.*

(Vote: 8 yes, 0 no)

M/S/C

5E. Curriculum Changes:

Dr. Wilbanks brought forth the following curriculum changes: termination of Child Care Management certificate effective Spring 2019; creation of new Teacher Education degree effective Spring 2020; creation of new Diesel Engine Technology certificate effective Fall 2019; and creation of new Outboard Marine Motor Technology certificate effective Fall 2019.

Motion by Mr. Groome, seconded by Mr. Cohens and carried that the Area Commission approves curriculum changes to the following: Child Care Management; Teacher Education; Diesel Engine Technology, and Outboard Marine Motor Technology.

(Vote: 8 yes, 0 no)

M/S/C

Discussion

6A. Construction Update:

President Fore and Mr. Hawley gave an update on current capital projects and major renovations.

- Completed renovation of the Marine Motor Technician Lab.
- The Pampas Drive Streetscape improvement project was approved by the City of Myrtle Beach. Santee Cooper will be completing this job within the next year at no cost to HGTC.
- Architectural Firm Becker Morgan Group selected for the renovation of Buildings 100, 200, 300 and Infrastructure at Grand Strand Campus.
- Private fencing has been installed adjacent to the Building 200 parking lot on Grand Strand Campus.
- The Georgetown Center for Advanced Manufacturing project awarded to Tungsten, LLC.

6B. Court Reporting, Diesel Mechanics, and Outboard Motor Technician:

- HGTC will be offering three separate online programs: digital court reporting; stenography, and voice writing, to fulfill a community need for court reporting training programs. These programs will begin spring of 2019.
- Diesel Mechanics and Outboard Motor Technicians programs were implemented fall of 2018.

6C. Grants Update:

Ms. Heafner gave an update on grants received by the College. The College received a total of \$1,251,614 in grants.

- \$197,500 from the Chapin Foundation for the purchase of Zspace and Polycom system
- \$25,000 from Ocean View Memorial Foundation for Respiratory Care Program
- \$156,000 from the Bunnelle Foundation for Technical Scholars Program in Georgetown
- \$750,000 from Office of Naval Research for Cyber Security Program
- \$91,874 from Workforce Pathways for Technical Scholars Program in Georgetown
- \$31,200 from the Yawkey Foundation for Wildlife Interns

6D. Enrollment Update and Enrollment Strategies:

Dr. Batten reported Overall Headcount is 6372 and Overall FTE is 4271.8.

6E. House Bill 3759:

President Fore briefly discussed House Bill 3759. One area of the Bill that President Fore highlighted was modernizing and improving access to technical colleges: no more remediation in technical colleges – must occur in twelfth grade; common admission standards for technical colleges; lottery tuition assistance for industry credentials; and common dual enrollment standards.

Reports

7A. President's Report:

President Fore met with Sandy Martin, Horry County Registration and Elections Director to discuss the Maeser Auditorium on the Grand Strand Conference Center serving as a polling location.

7B. College Budget Status Report:

Mr. Hawley reviewed the current budget status report ending January 31, 2019.

7C. Foundation Report:

In Mr. Freeman's absence, President Fore reported Foundation assets stand at \$12.1 million.

7D. President's Cabinet Report:

- Dr. Batten reported the implementation of expanded advising and technology services for students in WaveNet Central through partnerships with staff and faculty and with the Office of Information Technology Help Desk.
- Mr. Dove announced Office of Information teaming with WaveNet Central to create a more visible and functional Help Desk environment with a future goal of a student led Help Desk and Technology Center.
- Mr. Hawley's report stands as written. Mr. Hawley leading projects for new buildings.
- Ms. Heafner announced the Institutional Research department has been busy conducting employer needs assessments. She gave a brief update on the College's Quality Enhancement Plan (QEP).
- Mr. Mitchell announced the College has been selected as the 2018 Business Partner of the Year by Palmetto Goodwill Association and will be recognized at the Shining Star Awards Banquet on April 18, 2019 in Charleston.
- Ms. Roper reported the Marketing Department has been busy promoting new programs and just recently completed a Campus Virtual Tour and new webpage.
- Ms. Snyder announced the College met 94% of the diversity goals set forth by the South Carolina Human Affairs Commission.
- Dr. Wilbanks announced a new Teacher Education program under development in partnership with Coastal Carolina University.

7E. Faculty Assembly Report:

Professor Farrior reported on several activities involving members of the faculty. Faculty members worked together to assist students, fellow faculty members, and various communities that were affected by Hurricane Florence. The Culinary Arts/Baking and Pastry Programs cooked and delivered 15,000 meals for the American Red Cross and First Responders. Chef Geoffrey Blount was awarded the Jefferson Foundation Award for his leadership role during the Hurricane Relief efforts. The Nursing Department participated in the annual Heart Walk and Walk to End Alzheimers. The Radiology Technology Program completed its Interim Accreditation report and is in compliance of all accreditation standards. The Phlebotomy students as well as the Medical Sonography students received 100% pass rate on the National Exam.

Information

8A. Information:

Various news articles in local papers.

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Upcoming Events

On February 19, Congressman Tom Rice will be visiting the Conway Campus to tour the Outboard Marine Lab, Daytona Building and Advanced Manufacturing Center.

Adjournment

There being no further business, motion by Mr. McMillan, seconded by Mr. Groome and carried to adjourn at 7:48 p.m.

(Vote 8 yes 0 no)

M/S/C

Tommy Branyon, Jr. Chairman

Y. Melvin Nobles, Secretary

Date: _____

Respectfully Submitted
Cathy L. Myers,
Administrative Coordinator