

Minutes of the Meeting
Horry-Georgetown Technical College Commission
October 13, 2020
Via Microsoft Teams

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

Members Absent: None

Guests: Dr. Melissa Batten, Stephanie Danesie, John Dove, Harold Hawley, Lori Heafner, Heather Hoppe, Nicole Hyman, Cynthia Johnston, Gregory Mitchell, Lari Roper, Jacquelyne Snyder, Dr. Jennifer Wilbanks, and Neyle Wilson.

Media: Hannah Strong, Post and Courier

The Horry-Georgetown Technical College Commission held its bimonthly meeting on Tuesday, October 13, 2020 at 9:30 a.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 9:30 a.m. Roll call was conducted by Ms. Myers. Chairman Branyon asked for acceptance of the agenda and approval of the August 11, 2020 minutes. **Motion by Mr. Helms, seconded by Mr. Groome and carried that the Area Commission accepts the agenda and approves the August 11, 2020 minutes.**

(Vote 9 yes 0 no)

M/S/C

Mr. Branyon turned the meeting over to President Fore for her report.

President Fore introduced Cynthia Johnston, Assistant Vice President for Student Enrollment Services and Heather Hoppe, Registrar as guests.

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Updates

President's Update:

- Presidents' Council has been meeting monthly to discuss the Legislative budget. Recurring funding request remains the same. The Board of Economic Advisors will be meeting in November and there is a possibility that the General Assembly will need to adjust some amounts.
- The Pre-Academy certificate is moving forward.
- President Fore gave a Presidents' Council update to the State Board for Technical and Comprehensive Education. The State Board is very appreciative of how the Technical College Presidents are leading during the COVID-19 Pandemic. A topic of discussion at the State Board meeting was the policy on the naming of college campuses and buildings.
- Upcoming events include the Turf Demonstration Open House on November 2 and the Dedication of the Herman C. Jones Conference Room on November 5.

Enrollment Update:

Dr. Batten reported current Fall overall Headcount is 6402 and Fall overall FTE is 4341.2.

Budget Status Update:

Vice President Hawley reported on the current budget status report ending August 31, 2020.

Construction Update:

President Fore reported on the various construction projects.

- **Conway Campus:** Architect selection in progress for the Diesel expansion. The project includes adding 7,500 square feet of new instructional space and renovating the existing 5,000 square foot structure.
- **Grand Strand Campus:** Construction is underway on the Grand Strand Campus with the renovation of Buildings 100, 200 and 300, and Infrastructure and scheduled for completion by August 2021. Renovations to Building 600 (Conference Center) that include renovations to the lobby, hallways and Herman C. Jones Conference Room are complete.
- **Georgetown Campus:** Exterior renovations will begin in mid-fall with a proposed completion by August 2021. The selected architect is Liollo, Inc.

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COVID-19 Update:

Vice President Snyder and Vice President Wilbanks gave a brief update on COVID-19. The College is currently in Phase 2 with employees returning to work. We had 2 employees and 44 students to test positive for COVID-19.

SC Association of Technical College Commissioners Update:

Mr. McMillan reported on behalf of the Commissioner's Association. The Presidents' Council previously approached the Commissioner's Association with a proposal to hire a lobbyist to help with dual enrollment. The Presidents' Council has since decided not to employ the services of a dual enrollment lobbyist.

Action Items

Policy 9.1.7 Transfer Credit Evaluation:

Dr. Batten and Ms. Hoppe reported on the Policy 9.1.7 edits. Transfer Credit Evaluation addresses the acceptance of transfer credits from institutions of higher education. The current policy provides specific details for the criteria used to accept transfer credit to HGTC. Rather than providing specific criteria for the evaluation of transfer credit in the policy, these edits are being requested so that the policy will reflect a statement that describes the College's overall philosophy and guiding principles for accepting transfer credit. The criteria for accepting transfer credit will be added to the related procedure. Mr. Groome thanked Dr. Batten and Ms. Hoppe for the homework they have done on the clarification of the policy. ***Motion by Mr. Hucks, seconded by Ms. West and carried that the Area Commission approves edits to Policy 9.1.7 Transfer Credit Evaluation.***

(Vote 9 yes 0 no)

M/S/C

Financial Statements and 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, 2020. ***Motion by Mr. Hucks, seconded by Dr. Farrar and carried that the Area Commission approves the results of the independent auditor's report and corresponding financial statements for the year ended June 30, 2020.***

(Vote 9 yes 0 no)

M/S/C

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Curriculum Changes:

Vice President Wilbanks brought forth for approval the creation of an A.A.S degree in Surgical Technology effective Fall 2022. The College currently offers a Certificate in Surgical Technology. The Accreditation Review Council on Education in Surgical Technology has mandated students graduating on or after August 1, 2020 must complete a minimum of an Associate Degree to be eligible for certification exam endorsement. ***Motion by Mr. Helms, seconded by Mr. Cohens and carried that the Area Commission approves the following curriculum changes: creation of A.A.S. Degree in Surgical Technology.***

(Vote 9 yes 0 no)

M/S/C

Discussion

Fall Commencement Plans:

Fall Commencement will take place on Tuesday, October 27 at 1:00 p.m. at the Myrtle Beach Convention Center with nearly 300 students marching. We have received special permission to exceed the 250-capacity limit however we will be well below the 50% threshold. Lt. Governor Pamela Evette will deliver a brief message. President Fore announced Lt. Governor Evette and Dr. Tim Hardee will be presented the Patron Emeritus Award. Awards will be presented as well to the Faculty, Staff and Student of the Year. Dr. Fore reminded members that Platform party participation is not mandatory as everyone's health is the number one priority.

Accountability Report:

Associate Vice President Heafner shared the Annual Accountability Report that is submitted to the System Office and compiled as one Technical College System report for the South Carolina Department of Administration. All state agencies are required to report out on strategic goals and outcomes. The HGTC Accountability report highlighted the institution's strategic accomplishments and showcased academic and student performance outcomes.

Foundation Report:

President Fore reported the Foundation's biggest fundraiser of the year, the annual Black-Tie Gala, was held virtually on September 26, 2020. The event was a huge success. She thanked Horry Telephone Cooperative, Inc. (HTC) for being a sponsor and offsetting a lot of costs.

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Information

Permanent Professors:

Dr. Wilbanks reported the following faculty members earned their permanent professor status: Stanton Greenawalt, Hannah Spencer, Tina Winesette, Yashica Holmes-Smith, Sharon Jordan, Humberto Guardiola, Brian Muldowney Larry Muncey, Alyssa Santmyer and Kerry Stefanyak. The faculty members have successfully completed their two-year probationary period at the college as well as presented their portfolio presentations. Each professor will receive a certificate signed by the local Legislative Delegation at a luncheon with Dr. Wilbanks and President Fore on November 2, 2020. Board members are welcome to attend.

EMT and Paramedic Testing Results:

Vice President Wilbanks reported EMT received a 94% pass rate and Paramedic received a 91% pass rate.

PLO Dental Hygiene Testing Results:

Vice President Wilbanks reported PLO Dental Hygiene received a 95% pass rate.

Physical Therapy Assistant Testing Results:

Vice President Wilbanks reported PTA received a 100% pass rate.

Executive Session

Motion by Mr. McMillan, seconded by Mr. Hucks and carried to go into Executive Session for the purpose of discussing personnel matters.

(Vote 9 yes 0 no)

M/S/C

Motion by Mr. Helms, seconded by Ms. West and carried to come out of Executive Session.

(Vote 9 yes 0 no)

M/S/C

Motion by Mr. Helms, seconded by Mr. McMillan and carried to approve and submit the 2020-2021 Agency Head Performance Evaluation Planning Stage.

(Vote 9 yes 0 no)

M/S/C

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Adjournment

There being no further business, motion by Mr. Groome, seconded by Dr. Farrar and carried to adjourn at 11:03 a.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: _____