



2017. Search committees are in place to fill both the Vice President for Academic Affairs and Director of Marketing positions.

### Action

#### **4A. Student Fees:**

To comply with SC Technical College System Policy 7-2-101 and Procedure 7-2-101.1, Mr. Hawley brought forth a request for approval of required fees charged to students. ***Motion was made by Mr. Richardson, seconded by Mr. Helms and carried that the Area Commission approves the student fees as attached herein.***

(Vote 9 yes 0 no)

M/S/C

#### **4B. Financial Institutions and Annual Report on Investments:**

In keeping with current college policies (2.1.7 and 2.1.9) that the Area Commission annually review the investment programs and financial institutions, Mr. Hawley brought forth for approval a list of the college's current investment programs and financial institutions for review. ***Motion was made by Mr. Richardson, seconded by Mr. Groome and carried that the Area Commission approves the financial institutions and investment program of the College as outlined.***

(Vote 9 yes 0 no)

M/S/C

#### **4C. Contractual Agreements Greater Than \$25,000:**

Mr. Hawley brought forth for approval all contracts for goods and services exceeding \$25,000 annually. ***Motion was made by Mr. Groome, seconded by Mr. Nobles and carried that the Area Commission approves the contractual agreements as outlined.***

(Vote 9 yes 0 no)

M/S/C

#### **4D. Smoke Free Initiative:**

Mr. Hawley brought forth for approval a request for all campuses of Horry Georgetown Technical College to become smoke-free. This request was based on feedback from faculty, staff and students. ***Motion was made by Mr. McMillan, seconded by Mr. Cohens and carried that the Area Commission approves Horry Georgetown Technical College implementing a college-wide "smoke-free" initiative beginning with the start of classes for the fall 2017 semester.***

(Vote 9 yes 0 no)

M/S/C

**4E. Revision of Horry Georgetown Technical College's Strategic Plan Mission Statement and Role and Scope:**

President Fore requested Area Commission approval of revisions to the College's Mission Statement, Role, and Scope. This revision was necessary due to the implementation of the Distance Learning Institute. ***Motion was made by Mr. Richardson, seconded by Mr. Jones and carried that the Area Commission approves the revision of Horry Georgetown Technical College's mission statement to include language to add distance learning as a mode of delivery.***

(Vote 9 yes 0 no)

M/S/C

**4F. Revisions to Policy 9.1.15:**

Dr. Batten brought forth a request to approve revisions to Policy 9.1.15 Student Classifications. The policy was updated to reflect current college terminology and classification processes. ***Motion was made by Mr. Richardson, seconded by Mr. Nobles and carried that the Area Commission approves the revision to College Policy 9.1.15 regarding Student Classifications.***

(Vote 9 yes 0 no)

M/S/C

**4G. Appointment of Nominating Committee for the Election of Officers:**

Chairman Branyon appointed Ken Richardson, David McMillan, and Donald Helms to serve as the Nominating Committee to bring back a slate of names for the election of officers at the June meeting. Mr. Richardson will serve as Chair of the Committee. ***Motion was made by Ms. West, seconded by Mr. Nobles and carried that the Area Commission approves the nominating committee consisting of Ken Richardson, Chair, Donald Helms and David McMillan.***

(Vote 9 yes 0 no)

M/S/C

**Discussion**

**5A. Construction Update:**

President Fore reported Conway Advanced Manufacturing Center is scheduled for completion August 2017. The building is 50% erected and interior wall framing has begun.

**5B. Enrollment Update:**

Dr. Batten reported that the SC Technical College System as a whole is down 5.14% in Headcount. There is a decline in summer Headcount and FTE. Currently the Summer 2017 Headcount is 2577 and FTE 1234.1.

## Reports

### **6A. President's Report:**

President Fore met with the new President/CEO of the College Foundation Neyle Wilson to identify potential donors they plan to visit. She gave presentation to the Myrtle Beach Air Force Base Redevelopment Authority and received a pledge of \$1,000,000 over the next two years to support various Grand Strand Campus infrastructure upgrades. Additionally, Dr. Fore met with Tim Tilley, Brian Tucker and Sel Hemingway to establish relationships as new President of HGTC.

### **6B. Budget Status Report:**

Mr. Hawley reviewed the current budget status report ending March 31, 2017.

### **6C. Foundation Report:**

Mr. Freeman reported Foundation assets stand at \$9.4 million. He announced Neyle Wilson will serve as President/CEO of the Foundation upon Tom Maeser's retirement. The 10<sup>th</sup> Annual Black Tie Gala raised over \$81,000.

### **6D. President's Cabinet Reports:**

- **Dr. Melissa Batten:** Staff working hard on recruitment efforts by visiting communities.
- **Dr. Shirley Butler:** Associate professors presented their Portfolio presentations.
- **Mr. John Dove:** In the process of migrating email to Cloud Services. Full college-wide network infrastructure device upgrade taking place.
- **Mr. Harold Hawley:** Requested \$49 Million pursuant to latest proposal for Bond Bill.
- **Ms. Lori Heafner:** Developed and finalized 2017 Grant Schedule. Enhanced the strategic planning process.
- **Mr. Gregory Mitchell:** Georgetown County School District and Georgetown County financially supporting the Georgetown Advanced Manufacturing Center.
- **Jackie Snyder:** Recruiting for Fall critical positions. New Training Program – Best Practices for Recruitment and Selection implemented. Started training on the new HR System Page Up.

### **6E. Faculty Assembly Report:**

Mr. Hedges reported the Faculty had a very productive year engaging with the local communities and furthering their education. Faculty Assembly was extremely supportive of the smoke-free initiative.

### **6F. Professional/Technical Specialist Forum:**

Ms. Beaty reported the Professional Technical Specialist Forum continues to address issues as the need arises.

**Information**

Received letter from South Carolina Human Affairs Commission that the College's Affirmative Action goal attainment increased from 89.1% to 91.9%.

**Upcoming Events**

- Rad Tech Pinning Ceremony, May 4, 2017 at 4:00 p.m. @ Grand Strand Campus.
- ADN & PN Pinning Ceremony, May 5, 2017 at 11:00 a.m. @ Conway Campus.
- Scholars Luncheon, May 9, 2017 at 12:00 p.m. @ Grand Strand Campus
- Commencement Ceremony, May 10, 2017 at 7:00 p.m. @ MB Convention Center.
- Area Commission Meeting, June 13, 2017 at 7:00 p.m. @ Conway Campus

**Adjournment**

***Motion was made by Mr. Helms, seconded by Mr. Richardson and carried to adjourn at 8:05 p.m.***  
**(Vote 9 yes 0 no)**

**M/S/C**

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**Tommy Branyon, Jr. Chairman**

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**Y. Melvin Nobles, Secretary**

Respectfully Submitted  
Cathy L. Myers  
Administrative Coordinator

**Date:** \_\_\_\_\_