

**CHE Executive Committee  
\*Conference Call Meeting  
SC Commission on Higher Education  
1122 Lady Street, Suite 300  
Columbia, SC 29201**

**9:30 a.m.**

**January 26, 2016**

**Agenda**

1. Minutes from the December 15, 2015 Executive Committee Meeting  
Attachment 1 – December 15, 2015 Draft Minutes
2. Review of the February 4, 2016, CHE Draft Meeting Agenda  
Attachment 2 – February 4, 2016, Draft Agenda
3. Legislative Action Discussion
4. Communication Audit and Strategy
5. Action Item List Update  
Attachment 3 – Action Item List (as of Jan. 22, 2016)
6. Information Item Transmitted by Governmental and Administrative Affairs  
Committee Regarding Agenda Topics for CHE Meetings  
Attachment 4 – Agenda Topics for CHE Meetings
7. Other Business
8. Adjourn

\* Call-in Instructions are as follows:

Dial: 800-503-2899; when prompted for the access code, enter: 737-2275

**Minutes of the SC Commission on Higher Education  
EXECUTIVE COMMITTEE  
December 15, 2015  
10:00 a.m.**

*In attendance:*

**Executive Committee Members Present**

Mr. Tim Hofferth, Chair  
Ms. Allison Dean Love, Vice Chair  
Ms. Dianne Kuhl (phone)  
Ms. Terrye Seckinger (phone)  
Dr. Jennifer Settlemyer  
Mr. Hood Temple (phone)

**CHE Staff Present**

Mr. Gary Glenn, Interim Executive Director  
Ms. Julie Carullo  
Dr. John Lane  
Ms. Beth Rogers  
Dr. Karen Woodfaulk

**Executive Committee Members Absent**

(none)

Chairman Hofferth opened the meeting at 10:00 a.m. It was confirmed that the meeting was being held in accordance with the Freedom of Information Act.

Following the Chairman's opening remarks about the reformatting of future CHE meeting agendas and ways in which the Commission might conduct its business more efficiently and effectively, a **motion** was made (Love), **seconded** (Temple), and **carried** to approve the minutes of the November 20 Executive Committee meeting (**Attachment 1**). Chairman Hofferth stated that future CHE agendas would include an allocated time of approximately 15 minutes to allow for the delivery of a presentation on a topic of interest related to higher education.

With reference to increasing efficiency and effectiveness of CHE's operation, four documents were distributed and information about them was shared and discussed. Copies of those documents: 1) 2015 CHE master calendar; 2) CHE Action Items, 3) CHE Code of Conduct and Commitment; and 4) 2015 BOV Calendar and Reporting Cycle may be found in **Attachment 2**. During the course of that discussion: Dr. Lane was asked to determine an easily accessible location for the CHE Action Item document to reside; Mr. Glenn was asked to determine and relay to potential vendors a date by which they must respond with quotes for improving the technological capabilities of the CHE main conference room; and Ms. Carullo offered to follow up with the Senate Education Committee to get the potential dates on which the appointments of some of the current CHE Commissioners are scheduled to be confirmed.

Discussion took place about improving the training of new Commissioners, during which it was suggested that each new Commissioner be assigned a more experienced Commissioner as a mentor. Also noted in that discussion was that Vice Chair Love was in the process of compiling a list of items to be include in the revised new Commissioner training process. Also discussed and ideas were shared about whether it was necessary to have Commissioners' signatures on the CHE Code of Conduct and Commitment document. A **motion** was then made (Love) and **seconded** (Settlemyer) to approve that document in concept. Following brief additional conversation on this subject, the **motion** was voted on and **carried**.

Other topics discussed but not acted on were: 1) the possibility of changing the title of the CHE's Executive Director to President; the RFP for a professional search firm to assist with the work of the Executive Director Search Committee ; and the timeline for moving forward with a CHE Public Agenda and engagement of a consultant to assist with that process.

With regard to the draft January 7, 2015 CHE meeting agenda (**Attachment 3**), the following bullets provide highlights of items discussed:

- Ms. Carullo was asked to invite Mr. Craig Parks, Senior Research and Budget Analyst for the Senate Finance Committee, to deliver a presentation on the state budget outlook. If he is available, the presentation will be added to the Agenda following Agenda Item 2, the approval of minutes.
- Continuing its work on the CHE policy manual, the Committee on Governmental and Administrative Affairs will hold a meeting on January 19, 2016 to consider and approve the manual's structure. It is anticipated that the Committee will bring the draft manual to the full Commission for consideration at the March CHE meeting.
- It was noted that the Vice Chair's Report was inadvertently left off of the draft agenda. The agenda will be revised to include that item immediately following the Chairman's report.
- An item concerning the creation of a CHE Public Agenda will be added to the January 7, 2016 CHE meeting agenda. This will be listed as item B under the Chairman's report.
- A motion was made (Settlemyer), seconded (Love), and carried to adjourn the meeting at 12:50 p.m.

Respectfully submitted,

*Beth B. Rogers*

Recording Secretary

*\*Attachments are available upon request and will be filed with the permanent record of these minutes.*

**SOUTH CAROLINA COMMISSION ON HIGHER EDUCATION**  
**1122 Lady Street, Suite 300**  
**Columbia, SC 29201**  
**February 4, 2016**  
**10:30 a.m.**

1. **Introductions** **Tanya Rogers**
2. **Approval of Minutes** **Tim Hofferth**
3. **Presentations:**
  - A. **South Carolina's Higher Education Public Agenda**  
**Dr. Tom Layzell and Dr. Rich Rhoda**
4. **Chairman's Report** **Tim Hofferth**
  - A. **Update on House Education and Public Works Higher Education Governance**  
**Ad Hoc Committee and House Ways and Means Higher Education and Technical**  
**Colleges Subcommittee**
5. **Vice Chair's Report** **Allison Dean Love**
6. **Update on Executive Director Search** **Allison Dean Love**
7. **Interim Executive Director's Report** **Gary Glenn**
8. **Legislative Report** **Julie Carullo**
9. **Committee Reports**
- 9.01 **Report of the Executive Committee** **Tim Hofferth**
- 9.02 **Report of the Committee on Academic Affairs and Licensing** **Terrye Seckinger**
  - A. **New Federal Improving Teacher Quality Competitive Grants Awards, FY 2015-16**  
(For Information, No Action Required)
- 9.03 **Report of Committee on Access & Equity and Student Services** **Jennifer Settlemyer**  
(no report)
- 9.04 **Report of Committee on Governmental and Administrative Affairs** **Dianne Kuhl**
  - A. **Consideration of Revision to CHE Bylaws, Rules and Procedures Section V, Item 2**  
(Inclusion pending review by counsel)
- 9.05 **Report of Committee on Finance and Facilities** **Hood Temple**

**CONSENT AGENDA**

**A. Interim Capital Project**

1. Coastal Carolina University- Brooks Stadium Addition

- 2. College of Charleston - Avery Envelope Renovation and Mechanical System Replacement
- McConnell Residence Hall HVAC System Replacement and Renovation

**B. Lease** - MUSC Fishburne Street Parking Lot (Hagood Lot)

**B. Other Business** (For Information Only, No Action Required)

- 1. FY 2015-16 CHE Quarterly Budget Report
- 2. List of Capital Projects & Leases Processed by Staff for December 2015 and January 2016

**10. Other Business**

**A. Executive Session, if needed, to Receive Legal Advice on Active Litigation and/or to Discuss Personnel and/or Contractual Matters**

**B. Public Session: Action on Executive Session Matters, if needed**

**11. Update on Commission Action Items**

**Allison Dean Love**

**12. Adjournment of Business Meeting**

**Standing Committee Meeting(s) on February 4:**

**Committee on Finance and Facilities, CHE Main Conference Room, 9:00 a.m.**

**Committee on Governmental and Administrative Affairs, CHE Main Conference Room, 1:00 p.m. or immediately following adjournment of CHE meeting**

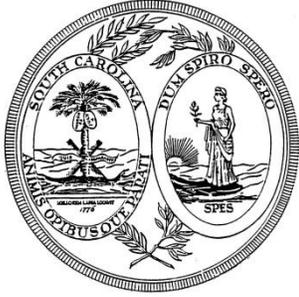
CHE Action Items

Executive Committee, Att. 3., 01-26-16

|   |                          |   |  |   |   |   |  | Updated January 22, 2016                                   |
|---|--------------------------|---|--|---|---|---|--|--|
| <b>Commission Actions Items</b>   |                          |   |  |   |   |   |  |  |
| <b>Committee</b>  | <b>Date Assigned</b>     | <b>Action</b>   | <b>Assigned to</b>                                 | <b>Due Date</b>   | <b>Results/Actions</b>  | <b>Interim Action Dates</b>                             | <b>Status Update</b>   | <b>Completion or Deletion Date</b>                         |
| <b>Chairman</b>   | Updated January 19, 2016 | Prepare Feb '16 Commission meeting agenda   | Hofferth   | January 2016 Executive Committee Meeting                        | Receive input from committee chairs and administration NLT January 21 for Jan 26 meeting  |   |  |  |
|   | Updated January 4, 2016  | Discussion of legislative strategy  | Hofferth   | Feb '16 meeting   | Allocate time at the Feb '16 Commission meeting to continue discussion re: legislative approach   |   |  |  |
|   | Updated January 4, 2016  | Communication Strategy  | Hofferth   | ongoing   | Meeting with Grant Jackson to serve as communications consultant  | 1/6/2016  |  |  |
|   | Updated January 5, 2016  | Staff Hiring of CFO, Deputy CFO   | Gary Glenn   | ASAP  |   |   |  |  |
|   | Updated January 5, 2016  | Boardroom Technology  | Gary Glenn   | ASAP  |   |   |  |  |
| <b>Vice Chair</b>   | Updated January 19, 2016 | Action Item List Tracking   | Love, Lane   | Ongoing   | Update items for tracking as necessary  |   |  |  |
|   | Updated January 4, 2016  | Strategy Teleconference   | Love, G. Glenn, J.Lane                             | 12/16/2015  | 1. Discussion of Governor's State of the State address preparation with Tom Layzell and Rich Rhoda. 2. Discussion about the Executive Director Search with T. Layzell and R. Rhoda. | 12-16-15; 12-17-2015; 12-29-15; 1-5-2016                | Love provides drafts to T. Hofferth created in collaboration with T. Layzell and R. Rhoda.                         | State of the State - completed 12-16-15; ED Search ongoing |
|   | Updated January 19, 2016 | Communications assistance for Grant Jackson   | Love   | Ongoing   | Introduction of Mr. Jackson at 1-7-2016 CHE meeting and request for communications assistance   | 1/8/2016, met again 1/13, ongoing communication         |  |  |
|   | Updated January 14, 2016 | Action Item list distribution to Commissioners  | Love and John Lane                                 | Include list with monthly distribution of CHE meeting materials | 1. Update list; 2. Discussion with CHE IT staff about SharePoint  | 1. 1-8-2016; 2. 1-7-2016                                | 1. Updated list (1-18-2016) under review' 2. CHE IT reviewing Microsoft OneDrive, Sharepoint is incompatible       | Ongoing  |
|   | Updated January 19, 2016 | Coordination for temporary employees, Dr. Tom Layzell and Dr. Rich Rhoda                  | Love et al as necessary                            | Ongoing   | Prep for February 4 Commission Meeting, research projects as necessary  | Ongoing   | Prepping for 30 minute presentation on updating our 2003 and 2009 plans for the public agenda                      |  |
|   | Updated January 19, 2016 | New Commissioner orientation materials  | Love for GAAC                                      | NLT 1/19/16   | Make recommendations for new Commissioner orientation   | Completed 1/14/16                                       |  |  |
| <b>Ad Hoc Committee for House Higher Ed Governance Committee issues</b> | Updated January 22, 2016 | Response of Statute Analysis to Ms. Lil Hayes, House Education and Public Works Committee | Hofferth, Glenn                                    | 2/15/2016?  | Discussion of Analysis with House Staff - Revisions Underway  | 1/22/2016; 2/4/2016 - immediately following CHE meeting | Discussion during House Ways and Means hearing; Return meeting to House Ad Hoc Education Governance Subcommittee   |  |
| <b>House Ways and Means Committee</b>                                   | Updated January 8, 2016  | Budget request revision and preparation for House Ways and Means Committee                | Hofferth, Glenn                                    | ASAP TBD  | Completion of statute analysis and subsequent budget revision.  | 1/12/2016   | Discussion during House Ways and Means hearing   |  |
|   | Updated January 18, 2016 | House Ways and Means Committee Presentation   | Hofferth, Glenn, Love, Temple and directors        | 1/12/2016   | House committee members request follow-up presentation, statute analysis, and proviso strategies for statutes   |   | Planning for Presentation II in progress   |  |
|   | Updated January 13, 2016 | Response of Statute Analysis  | Hofferth, Glenn                                    | 2/15/2016   | Recommendations for statutes amendment and deletion   | 1/12/2016   | Discussion during House Ways and Means hearing   |  |
|   | Updated January 13, 2016 | Presentation Part II to House Ways and Means Committee                                    | Hofferth, Glenn                                    | TBD   | Follow-up to 1-12-2016  | 1/12/2016   | Discussion during House Ways and Means hearing   |  |
| <b>Executive Committee</b>  | Updated January 4, 2016  | Commission member development   | Hofferth   | Ongoing   | Update Commission on Commissioner orientation/development issues as necessary at each Commission meeting  |   |  |  |
|   | Updated January 4, 2016  | Commitment to Excellence  | Love and Executive Committee                       | Jan '16 Exec Comm meeting                                       | Merge original intent of Commitment to Excellence with Kuhl's recommendations for final proposal at Dec 15 Executive Committee meeting  | 12/15/2015  |  |  |
|   | Updated January 4, 2016  | Development of Master Calendar  | Love and John Lane                                 | Jan '16 Exec. Comm. Meeting                                     | Compilation of all Commission meetings, Committee meetings, report due dates, budget updates, etc.  | 1. 12-15-15; 2. Wk of 1-4-16                            | 1. GG & JL review plans for Master Calendar; 2. JL mtg w/ IT to plan to post Master Calendar; 3. Sharepoint        |  |
|   | Updated January 19, 2016 | Organize Commission '16 strategic planning retreat  | Hofferth, Glenn (with input from Committee Chairs) | Ongoing and NLT February '16 meeting                            | Schedule offsite for August 2016; subject matter and agenda to be determined.   |   |  |  |
|   | Updated January 19, 2016 | Purpose and Responsibilities  | Hofferth/Love                                      | In advance of Jan 26 meeting                                    | Discuss and propose purpose and responsibilities for Executive Committee  | Proposal completed 1/14/16                              | Up for review by Executive Committee January 26  |  |
| <b>GAAC</b>   | Updated January 4, 2016  | Development of policies and procedures to include communication policy, etc.              | Kuhl and GAAC                                      | Ongoing/NLT Feb '16 meeting                                     | Update status of GAAC Committee progress at each Commission meeting   |   |  |  |
|   | Updated January 4, 2016  | Governance Model recommendations  | Kuhl and GAAC                                      | Ongoing   | Update status of GAAC Committee progress at each Commission meeting   |   |  |  |
|   | Updated January 4, 2016  | Commission agenda topics  | Kuhl and GAAC                                      | Jan '16 Executive Committee meeting                             | Provide recommendations for Jan '16 agenda topics to Commission Chair. (In addition to those already included on Commission rhythm calendar.)                                       |   |  |  |
|   | Updated January 4, 2016  | Purpose and Responsibilities  | Kuhl and GAAC                                      | Next GAAC meeting/NLT Feb '16 meeting                           | Discuss and propose purpose and responsibilities for GAAC Committee   |   |  |  |
| <b>CAAL</b>   | Updated January 4, 2016  | Commission agenda topics  | Seckinger  | Jan '16 Meeting   | Provide recommendations for Jan '16 agenda topics to Commission Chair. (In addition to those already included on Commission rhythm calendar.)                                       |   |  |  |
|   | Updated January 4, 2016  | Purpose and Responsibilities  | Seckinger and CAAL                                 | Next CAAL meeting/NLT Feb '16 meeting                           | Discuss and propose purpose and responsibilities for CAAL Committee   | 1. 12-5-2015; 2. 12-31-2015; 3. 1-4-2016                | 1. First review of Acad. Affairs responsibilities JL to TS; 2. TS responses and questions; 3. Discussion continues |  |
|   | Updated January 4, 2016  | Commission agenda topics  | Seckinger  | Jan '16 Meeting   | Provide recommendations for Jan '16 agenda topics to Commission Chair. (In addition to those already included on Commission rhythm calendar.)                                       |   |  |  |
|   | Updated January 4, 2016  | Transfer policy among in-state institutions   | Seckinger and CAAL                                 | NLT Feb '16 Meeting   | Provide recommendations re: transfer policy for SC  |   |  |  |
| <b>Finance</b>  | Updated January 4, 2016  | Directors and Officers' Liability Insurance   | Gary Glenn   | ASAP, Report due at Dec '15 meeting                             | Based on direction and vote of Commission, secure D&O coverage for Commission   |   |  |  |



(rev.)



## South Carolina Commission on Higher Education

Mr. Tim M. Hofferth, Chair  
Ms. Allison Dean Love, Vice Chair  
Mr. Paul O. Batson, III  
Dr. Bettie Rose Horne  
Ms. Dianne C. Kuhl  
Dr. Louis B. Lynn  
Vice Admiral Charles Munns, USN (ret.)  
Mr. Clark B. Parker  
Mr. Kim F. Phillips  
Ms. Terrye C. Seckinger  
Dr. Jennifer B. Settlemeyer  
Mr. Hood Temple  
Dr. Evans Whitaker  
  
Mr. Gary S. Glenn  
Interim Executive Director

**TO:** Chair Hofferth and Members of the Executive Committee

**FROM:** Commissioner Dianne Kuhl, Chair, Committee on Governmental and Administrative Affairs

**DATE:** January 22, 2016

**RE:** Item for consideration of the Executive Committee

The Committee on Governmental & Administrative Affairs met on January 19, 2016, and is pleased to forward to the Executive Committee the attached compilation of potential agenda topics and speakers.

Prior to our meeting, commissioners and division directors were invited to suggest topics for upcoming Commission meetings that a) offer opportunities for discussion or b) provide educational value to the Commission and/or our stakeholders. Commission Munns and Ms. Carullo compiled and organized the submissions.

The Committee recommends this list to the Executive Committee for review and prioritization.

*Enclosure*

## **Agenda Topics for Commission Meetings**

The following are suggestions received by Commissioners for topics and speakers for upcoming committee meetings. The suggestions have been arranged by category and are not presented in any particular order.

The Committee on Governmental and Administrative Affairs reviewed the information at its January 19, 2016 meeting and is forwarding the information to the Executive Committee for its review and prioritization.

### ***Presidents of SC Colleges and Universities:***

- Suggested that a regular, systematic way be used to bring presidents to talk to the Commission. Purpose would be to provide 15-20 minutes to discuss their financial situation, strategic plans, “hot” issues... Suggested that later their Academic Provosts and/or Vice Presidents of Finance, etc. could be invited
  
- Specific suggestions and topics relating to the presidents
  - New president of Lander University, Dr. Richard Cosentino, since he has such a wealth of knowledge coming from the UNC higher education system (among other places)
  - Dr. Fred Carter (Francis Marion) always provides excellent insight as well as so many others.
  - President Glenn McConnell (College of Charleston) - to discuss reciprocal credit programs

### ***Workforce and Economic Development***

- Invite state business community and economic development leaders to discuss emerging trends and higher education needs of their members or constituents:
  - SC Chamber of Commerce (President and CEO, Ted Pitts)
  - SC Department of Commerce (Secretary of Commerce, Bobby Hitt)
  - Mary Graham of the Charleston Metro Chamber of Commerce to discuss their Avalanche Consulting study conducted for the Lowcountry
  - SC Department of Employment and Workforce (Executive Director Cheryl Stanton)
  
- Invite leaders of major corporations to discuss their emerging needs and trends they see coming up in 5-10 years such as: Boeing, Santee Cooper, Michelin, BMW, Volvo, etc.
  
- SmartState Program:
  - Invite researchers to discuss their work and progress, particularly some of the new areas. One example noted: Clemson, for example, is working closely with both the Greenwood Genetics Center and Project Hope (entity working with autistic individuals) to research possible causes (which would lead eventually, hopefully, to how to prevent that condition -- very timely, citing today, 1 in every 48 newborn boys are autistic. It’s an epidemic of an idiopathic condition.)
  - Update on growth of the “incubation program” where new business ventures are spun off the research.

**Other State and National Speakers:**

- Higher Education Legislative Leaders and other key members in the General Assembly who might give us the benefit of their thinking about where they'd like to see higher education move? (individually or possibly as a panel), e.g.,
  - Rep. Rita Allison (Chair, House Education and Public Works)
  - Rep. Bill Taylor (Chair, House Education and Public Works Higher Education Subcommittee)
  - Rep. Jim Merrill (Chair, House Ways and Means Higher Education Budget Subcommittee)
  - Senator John Courson (Chair, Senate Education. Also Chairs Senate Finance Higher Education Budget Subcommittee)
  - Senator Nikki Setzler (Chair Senate Education Higher Education Subcommittee)
- National higher education system experts to discuss effective governance issues and national best practices – such as SHEEO, NCHEMS, SREB etc. (Dr. Tom Layzell and Dr. Rich Rhoda are scheduled for February but could always have others at another time)
- Paula Harper Bethea, Executive Director, SC Education Lottery Commission
- Students (to include technical colleges and four-year colleges/universities in a variety of programs). Purpose to discuss “success” stories and provide testimonials
- Superintendent Molly Spearman, SC Department of Education. Suggested topic to discuss the “pipeline”
- Invite TransformSC leaders, Pam Lackey and/or Mike Brennan, to discuss this initiative relating to innovating K-12 schools and education and implications for higher education programming

**Academic and Other Student Program Related:**

- SACS and/or Sandra Jordan (Chancellor, USC Aiken) - to receive information about SACS reporting tools and matrix, specifically financials as they relate to accreditation and probation. *(Commissioner Allison Dean Love, will be talking with Dr. Jordan and should have more information to share at the GAA committee meeting.)*
- Campus security (suggested as a workshop including our institutions)
- On-line education - Why it costs so much, and how to make it more affordable
- Remedial education on college campuses - Why is this necessary? What can we do to mitigate the need?
- Cross campus standards for general education classes – outcome-based
- Higher education trends such as competency-based education and policy implications
- For-profit institutions
- Up-to-date information on federal regulations that will affect the for-profit schools like Phoenix

- Briefing on a new program called “The College Experience” and how it is working at our five participating universities (College of Charleston, Winthrop, USC, Coastal, and Clemson.)
- Are we educating students or simply providing them with credentials? Life skills? (Noted: Furman's Cultural Life Program (CLP)) requirements, TSMU's history/language reqs.)

**Higher Education Funding and Finance:**

- Financial terminology: requiring clear and uniform terminology from institutions requesting funding
- Costs of varying degree programs and their corresponding value to the state
- A report from the student affairs area to inform us about what kinds of amenities “required” in dormitory living that are driving the huge costs of new residences. What, exactly, do students demand and . . . get?

**Student Financial Aid:**

- How the two-year colleges’ proposal for free tuition is likely to affect the various other funding sources (i.e., Pell? Lottery scholarships, local initiatives like the Greenwood Promise wherein private citizens, businesses, and corporations fund specific groups of students (several similar initiatives around the state))
- Any new information on progress to help alleviate the pressure of student loans?