

**Minutes of the SC Commission on Higher Education
EXECUTIVE COMMITTEE
November 22, 2016**

In attendance:

Executive Committee Members Present

Ms. Dianne Kuhl, Vice Chair
Ms. Allison Dean Love
Ms. Terrye Seckinger
Dr. Jennifer Settlemyer

CHE Staff Present

Mr. Gary Glenn, Interim Executive Director
Dr. John Lane, Director of Academic Affairs
Dr. Karen Woodfaulk, Director of Student Affairs
Ms. Sarah Hearn, Executive Assistant

Executive Committee Members Absent

Mr. Tim Hofferth, Chair (excused)

Vice Chair Kuhl opened the meeting at 10:05 a.m. It was confirmed that the meeting was being held in accordance with the Freedom of Information Act.

1. Approval of Minutes

Dianne Kuhl

A **motion** was made (Kuhl), **seconded** (Seckinger), and **carried** to approve the minutes of the October 24, 2016 Executive Committee meeting.

2. Chairman's Report

Tim Hofferth

See Vice Chair's Report.

3. Vice Chair's Report

Dianne Kuhl

Vice Chair Kuhl reported on the status of Chairman Hofferth's meetings with presidents across the state to discuss the proposed Financial Evaluation Matrices and other items of interest to the universities. There were varying degrees of enthusiasm toward the matrices, but most received the list positively. Vice Chair Kuhl concluded her remarks by acknowledging that more information would be discussed at the full CHE meeting on December 1st.

4. Discussion of the Agenda for December CHE meeting

4A. Operational/Administration

Gary Glenn

Mr. Glenn shared that he planned to introduce a new employee and provide a brief update on the budget at the CHE meeting.

4B. Committees

4B1. Academic Affairs and Licensing

Terrye Seckinger

Commissioner Seckinger listed the items that would be on the agenda for the committee, which consisted of program proposals from Embry-Riddle Aeronautical University and six other program proposals for approval. Embry-Riddle had originally given nine programs for approval, but three were being vetted more thoroughly to ensure there was no overlap with other courses offered in the state.

4B2. Access & Equity and Student Services

Jennifer Settlemyer

The committee had no report, but requested to have Doctoral Scholars student presentations at the January CHE meeting in lieu of a guest speaker. It was decided that the students would be given thirty minutes to discuss their research and present their findings to the Commission at the start of the January 5th meeting.

4B3. Finance and Facilities

Dianne Kuhl

Commissioner Kuhl introduced the agenda items which would be up for approval and for information at the December 1st CHE meeting. A discussion about scheduling processes for capital requests being submitted to CHE was added to their agenda items, and it was stated that the first round of Financial Indicator Matrices would most likely be ready for approval in their committee meeting. The date for implementation of the matrices was set for February.

4B4. Special Ad-Hoc Subcommittee—Public Agenda

Allison Dean Love

Discussion occurred regarding the scheduling of the Public Agenda and the Finance and Facilities meetings prior to the CHE meeting, as members of both committees overlapped. It was decided that the Public Agenda meeting would begin at 9:30 a.m. and Commissioners on both committees would leave early to be present at the start of the 10:00 a.m. Finance and Facilities meeting.

4C. Other Agenda Items

Commissioner Love asked to give an update on the Executive Director Search at the CHE meeting because a member of the search committee had recommended someone.

5. Other Business

Regarding bylaw reviews, a change in the title from “Executive Director” to “Executive Director and President” was recommended as it was voted on and approved in a meeting after 2015’s bylaw revisions.

6. Adjournment

A **motion** was made (Love), **seconded** (Seckinger), and **carried** to adjourn the Executive Committee meeting at 10:35 a.m.

Respectfully submitted,

Sarah R. Hearn

Sarah R. Hearn
Recording Secretary