

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

11:30 a.m.

February 24, 2016

Agenda

1. Minutes from the January 26, 2016 Executive Committee Meeting
Attachment 1 – January 26, 2016 Draft Minutes
2. Review of the March 3, 2016, CHE Draft Meeting Agenda
Attachment 2 – March 3, 2016, Draft Agenda
3. Directors and Officers Insurance Update
4. Staffing Update
5. Legislative Action Discussion
6. Communication Strategy Update
7. Strategic Planning Session Update
8. Foundation Update
9. Commission Meeting Schedule
10. Other Business
11. Adjourn

* Call-in Instructions are as follows:

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

Note: If needed, the Committee may go into Executive Session pursuant to §30-4-70 and in public session take action on Executive Session matters, if needed.

**Minutes of the SC Commission on Higher Education
EXECUTIVE COMMITTEE
January 26, 2016
9:30 a.m.**

In attendance:

Executive Committee Members Present

Mr. Tim Hofferth, Chair
Ms. Allison Dean Love, Vice Chair (phone)
Ms. Dianne Kuhl (phone)
Ms. Terrye Seckinger (phone)
Dr. Jennifer Settlemyer (phone)
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 9:30 a.m. It was confirmed that the meeting was being held in accordance with the Freedom of Information Act.

A **motion** was made (Love), **seconded** (Seckinger), and **carried** to approve the minutes of the December 15, 2015 Executive Committee meeting.

Chairman Hofferth began by requesting that members of the Executive Committee carefully review for accuracy, particularly with regard to the section concerning the facility project approved by the Committee on Finance and Facilities, the draft minutes of the January 7, 2016 CHE meeting when they are distributed.

With regard to the draft of the February 4, 2016 CHE meeting agenda, Chairman Hofferth commented that other items on the meeting agenda should be streamlined as much as possible in order to dedicate meaningful time for the CHE Public Agenda presentation to be made by two special guests, Dr. Tom Layzell and Dr. Rich Rhoda. Discussion took place about the format with which Dr. Layzell and Dr. Rhoda should share their information. It was agreed that they should deliver a formal presentation placed near the beginning of the CHE meeting agenda and lasting approximately 20 minutes. It was further commented that Commissioners would have an opportunity to further explore the topic during casual conversation with them during lunch after the meeting's conclusion.

Other items on the February 4 CHE meeting agenda were discussed during which it was noted that Agenda Items 4 through 9.01 will be delivered as briefly as possible. It was also noted that the start time of the Finance & Facilities Committee meeting had been move back to 9:00 a.m. due to the interest of conducting the meeting in a timely manner.

The Committee on Academic Affairs and Licensing will have one information item to present at the CHE meeting. There will be no report from the Committee on Access & Equity and Student Services, and that committee will hold its next meeting in March. The Committee on Finance and Facilities will have three capital projects and a lease to present by consent agenda and two items to present as information.

The Governmental and Administrative Affairs Committee will have one item (pending the outcome of review by counsel) concerning a revision to the CHE Bylaws, as well as one item concerning suggested topics for CHE meetings for consideration. A verbal update on the CHE policy manual will also be presented.

Vice-Chair Love will present an update on the Commission Action Item List. She will report on a CHE fact sheet and Op-Ed piece, two projects under development by public relations consultant, Mr. Grant Jackson. Vice Chair Love reported that work was taking place to develop a 2016 CHE Master Calendar. She also

inquired about and noted the importance of having all materials related to the CHE Executive Committee meetings posted on the CHE website.

Other topics discussed at the meeting were: 1) the revised 2016-17 CHE budget request which will be presented at a meeting of the House Ways and Means Higher Education and Technical Colleges Subcommittee, anticipated to take place on February 3; and 2) CHE staffing needs and expectations and ways to meet those needs.

Chairman Hofferth initiated discussion about the scheduling of a 2016 two-day strategic planning retreat for Commissioners. Three two-day sessions were presented as possibilities and Commissioners will be polled about their availability on those dates in an effort to get this retreat scheduled as soon as possible.

- A **motion** was made (Love), **seconded** (Kuhl), and **carried** to adjourn the meeting at 11:15 a.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
March 3, 2016

10:30 a.m.

- 1. Introductions** **Tanya Rogers**
- 2. Approval of Minutes** **Tim Hofferth**
- 3. Presentation:**
 - A. The College of Charleston (get title)** **- President Glenn McConnell**
 - B. Workforce Supply and Demand** **- Dr. Erica Von Nessen**
- 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 Budget 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**
(no report)
 - 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**

CONSENT AGENDA

A. CHE Policies and Procedures Manual: Consideration of CHE Policies

B. Commissioner Orientation (For Information, No Action Required)

9.05 Report of Committee on Finance and Facilities

Hood Temple

CONSENT AGENDA

A. Interim Capital Project

1. Northeastern Technical College - Industrial Training Center Renovation & Expansion (Bennettsville and Pageland)

B. List of Capital Projects & Leases Processed by Staff for February, 2016

(For Information, No Action Required)

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: March 3

Committee on Finance and Facilities, CHE Main Conference Room, 9:30 a.m.

Committee on Access & Equity and Student Services, CHE Main Conference Room, 1:00 p.m.