

**Minutes of the SC Commission on Higher Education  
EXECUTIVE COMMITTEE  
August 23, 2016**

In attendance:

**Executive Committee Members Present**

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

**CHE Staff Present**

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

Chairman Hofferth opened the meeting at 12:35 p.m. It was confirmed that the meeting was being held in accordance with the Freedom of Information Act.

**1. Approval of Minutes**

**Tim Hofferth**

A **motion** was made (Seckinger), **seconded** (Kuhl), and **carried** to approve the minutes of the July 21, 2016 Executive Committee (EC) meeting.

**2. Chairman's Report**

**Tim Hofferth**

Chairman Hofferth began his report by briefly speaking on the State Fiscal Accountability Authority meeting that had adjourned minutes earlier, which all EC members physically present had attended along with Mr. Glenn. He stated that it was uplifting to have the Governor's support on the issue of spending in Higher Education and that it was beneficial to have more attention brought to that topic during the meeting. Chairman Hofferth then continued his report and informed members that there would be better internal public relations between CHE, state legislators, and constituents in the near future in the form of more press releases and one-page updates.

**3. Agenda for September 1 CHE meeting**

**3a. Operational/Administration**

**Gary Glenn**

Mr. Glenn informed the body that he was still in the process of researching options for Directors and Officers liability insurance. He told the EC that he would be requesting an official opinion from the Attorney General on the matter and was considering the option of looking into similar legislation that had been adopted by other states. When asked about the possibility of obtaining an official coverage amount so the committee could vote on it, Mr. Glenn stated that he was not at a point to give a set number, but that he would get a policy and quote as soon as possible. Mr. Glenn then announced that a new team member had been hired for GEARUP, which resulted in a fully-staffed program.

**3B. Committees**

**3B1. Academic Affairs and Licensing**

**Terrye Seckinger**

Mr. John Lane stated that there would be no report from the committee on the September 1 CHE meeting agenda. He then confirmed that the Committee on Academic Affairs and Licensing's next meeting was to take place on September 8, 2016, and that meeting materials were posted to CHE's website. Commissioner

Seckinger added that she anticipated that the Purpose and Responsibility Statement the committee was looking to pass would be on the agenda for the October 6, 2016 CHE meeting.

**3B2. Access & Equity and Student Services**

**Jennifer Settlemyer**

Commissioner Settlemyer informed the EC that the committee had no report for the September 1 CHE meeting agenda, but that the committee would be meeting at 11:00 a.m. the morning of the full CHE meeting.

**3B3. Finance and Facilities**

**Hood Temple**

Commissioner Temple began his committee's report with two main points he planned to emphasize at the CHE meeting. The first point regarded receiving facility project information from schools in a timely manner. He wanted to make it clear that moving forward, if information was not received in a timely manner, the project would be dropped from the agenda. The second point he wanted to emphasize was for Commissioners, stating that they were invited to attend and participate in each Finance and Facilities meeting. Commissioner Temple then mentioned the new dashboard and approval process and inquired as to whether it could be an action item on the November CHE meeting agenda. He also stated that in addition to having the dashboard, he wanted a snapshot of numbers and industry trends in order to see how the aforementioned data might affect a project presented by a university. Commissioner Kuhl clarified that anything that would become a key factor in the approval or denial of a project should be given to the universities ahead of time. Discussion occurred regarding the best method to inform university presidents of the changes to the project vetting process and ultimately resulted in the decision that one-on-one conversations would work best.

Mr. Glenn reported that the committee would have three capital projects on the agenda: MUSC's chiller replacement, Florence-Darlington TC's buying of land/building lease, and Midlands TC's Industrial Technology building expansion at their Airport campus. He stated three items would also be brought forth for information only: CHE's initial budget layout for FY 2016-17, CHE's 2017 Tuition and Required Fees Schedule, and the list of capital projects approved by staff for August 2016.

**3B4. Governmental and Administrative Affairs**

**Dianne Kuhl**

Vice Chair Kuhl informed the body there would be no official report from her committee on the agenda, but that the committee might meet after the CHE meeting to discuss developing an appeals process within CHE for universities when projects get denied by the committee/commission.

**3C. Other Agenda Items**

None

**4. Other Business**

Commissioner Kuhl stated that she had not heard back regarding a speaker for the September 1 CHE meeting and that if the slot was not filled, Monica would be asked to give a tutorial on the new technology. Possible speakers were discussed, including university presidents, finance experts, and representatives from higher education organizations.

Chairman Hofferth mentioned the need to update the annual CHE calendar. He stated that he wanted standing dates on the calendar to be solidified for the remainder of 2016 and all of 2017 and that the calendar needed to be sent to Commissioners when it was finished.

Discussion ensued regarding lunch time prior to CHE meetings. It was established that lunch would always be a working lunch and was mandatory for all Commissioners moving forward. In addition, all EC members agreed on the need of a topic for each working lunch and a guest speaker topic for each meeting, which would be listed on the agenda. Furthermore, it was decided that Dr. Karen Woodfaulk would give a presentation at the September CHE meeting.

The IT initiative for CHE's Main Conference Room was discussed as well, and resulted in Mr. Glenn looking into the total cost of implementing the initiative. The discussion mentioned the main goal of the technology, which was to enable universities to participate in CHE meetings without needing to be physically present in the room. Livestreaming meetings and using platforms similar to Skype were brought forth as potential possibilities. It was decided that Mr. Glenn would report the cost of the initiative to the EC once he reviewed the available options for technology in the room.

## **5. Adjournment**

A **motion** was made (Seckinger), **seconded** (Kuhl), and **carried** to adjourn the Executive Committee meeting at 2:04 p.m.

Respectfully submitted,

*Sarah R. Hearn*

Recording Secretary

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