

**Minutes of the SC Commission on Higher Education
EXECUTIVE COMMITTEE
September 27, 2016**

In attendance:

Executive Committee Members Present

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

CHE Staff Present

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

CHE Staff Absent

Mr. Gary Glenn, Interim Executive Director

Chairman Hofferth opened the meeting at 10:03 a.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 (Temple), **seconded** (Settlemyer), and **carried** to approve the minutes of the August 23, 2016 Executive Committee (EC) meeting.

2. Chairman's Report

Tim Hofferth

Chairman Hofferth reviewed the agenda-setting process for board meetings to begin his report, which he reminded all in attendance was in place to capture the ongoing initiatives within CHE on each board meeting agenda. He then listed the items that would be in his Chairman's Report at the October CHE meeting.

The Vice Chair's report was left off of the EC meeting agenda in error, therefore Chairman Hofferth gave Vice Chair Kuhl the floor to give her report. She stated that communication for board meetings and press releases would continue to be fine-tuned through continuing with the new update template. She then explained that all communications officially from CHE to stakeholders would only come from the CHE office.

3. Agenda for October CHE meeting

3a. Operational/Administration

Gary Glenn

Vice Chair Kuhl gave the Operational/Administration report in Mr. Glenn's absence. She informed all in attendance of the items which would be discussed in his report at the CHE meeting, which included D&O insurance, staff vacancies, progress with CHE's IT initiative, and an update on ITT Tech.

3B. Committees

3B1. Academic Affairs and Licensing

Terrye Seckinger

Commissioner Seckinger informed the committee that CAAL held their meeting on September 8th and that there would be several programs brought to the commission at the CHE meeting which passed unanimously in the CAAL meeting. She also stated that there would be multiple information items brought before the commission which would not require action.

John Lane took the floor to update the EC on current CHE efforts in the aftermath of the closure of four ITT Tech locations and highlighted the importance of helping former students enroll elsewhere to ensure their studies continued. Discussion occurred regarding logistical situations that had arisen when going to the former ITT Tech locations and it was established that an update on the situation would be given at the commission meeting.

3B2. Access & Equity and Student Services

Jennifer Settlemyer

Commissioner Settlemyer reported that her committee met before the September 1 commission meeting. She announced that several items were approved or were discussed that would be brought to the commission in the October CHE meeting, which included permit budgets, regulations moving forward for the entire commission, residency language clarification, and a statute regarding free tuition for residents 60 years and older.

3B3. Finance and Facilities

Hood Temple

Commissioner Temple spoke about the dashboard indicator list and stated that there were three items that needed more understanding regarding the approval process, which included financial indicators, the deferred maintenance rating scale, and trends in industry regarding educational attainment. Chairman Hofferth said that if a motion to approve the dashboard was brought forth and passed in the CHE meeting, he along with other commissioners would visit presidents around the state to discuss the list in person. Vice Chair Kuhl addressed the need to have the full commission's understanding of all dashboard items in order to make sure the requests were clear to those less familiar with Finance and Facilities project vetting.

3B4. Governmental and Administrative Affairs

Dianne Kuhl

Vice Chair Kuhl informed the body there would be an update on changes in internal policy regarding minute release. She also brought forth the idea of introducing an internship program within CHE and stated that she would ask her committee to develop a policy for the program. She also told the EC that guest speakers were set for the remaining meetings of 2016.

3C. Other Agenda Items

Commissioner Love asked if the Executive Director Search Committee should give an update at the CHE meeting. Chairman Hofferth informed her that the committee would be added to the agenda for the meeting in order to do so.

4. Other Business

There was no other business brought forth in the meeting.

5. Adjournment

A **motion** was made (Love), **seconded** (Seckinger), and **carried** to adjourn the Executive Committee meeting at 11:00 a.m.

Respectfully submitted,

Sarah R. Hearn
Recording Secretary