

**South Carolina Commission on Higher Education
Committee on Governmental & Administrative Affairs (GAA)
Palmetto Conference Room
1122 Lady Street, Suite 300, Columbia, SC 29201
1:00 p.m. (or 30 minutes after adjournment of the CHE meeting, whichever is later)
June 4, 2015**

Committee Members in Attendance:

Admiral Charles Munns, Chair
Mr. Tim Hofferth
Ms. Diane Kuhl
Mr. Clark Parker
Ms. Terrye Seckinger (by phone)
Dr. Jennifer Settlemyer

Others in Attendance:

Dr. Argentini Anderson, CHE
Ms. Beth Bell, Clemson University
Ms. Saundra Carr, CHE
Ms. Julie Carullo, CHE
Ms. Renea Eshleman, CHE
Mr. Gary Glenn, CHE
Ms. Tanya Rogers, CHE
Dr. Karen Woodfaulk, CHE
Dr. John Lane, CHE
Ms. Lane Goodwin, CHE
Mr. Mike LeFever, SC Independent Colleges & Universities

Chair Admiral Munns called the meeting to order at 2:02 pm.

1. Introduction

2. Approval of minutes of May 7, 2015

It was moved by Commissioner Seckinger, seconded by Commissioner Parker and voted to accept the minutes.

3. 2015 Legislative Review

Chair Munns asked the committee members if they felt that the Commission needed to have a strategy for addressing the General Assembly over the summer; if so, what are the criteria for making the decision. Commissioner Hofferth suggested that internal knowledge and vetting should be handled initially, and then a SWOT analysis should be conducted in order to get clarification on what is needed. Commissioner Seckinger suggested that the Commission should let the legislators know that we are aware of the problems and they are being addressed. However, we should have a plan in place prior to addressing them.

Chair Munns summarized the committee's discussion in regards to advocacy in the legislative area for this summer:

- The committee will concentrate on the Commission's authority
- There is no need for general marketing or a defense of CHE
- Handle crises or inquiries as they occur
- Handle General Assembly's panels and forums, etc. if/when CHE is invited

In response to a question, Ms. Carullo shared with the committee that the ad hoc committee of House Education and Public Works (HEPW) which is tasked with considering higher education governance has held one organizational and is expected to begin meeting in the middle or end September. She indicated that they have indicated that CHE will be asked to present and that they also anticipate presentations from other institutions.

In preparation for the September meeting, Commissioner Settlemyer suggested that the Commission should find out the primary things that the legislature wants from the Commission. Commissioner Seckinger added that the Commission should come to the meeting with prepared questions for the legislators.

Chair Munns concluded that the Executive Director and the staff will compose questions inquiring about the wants of the legislators and present them to the HEPW subcommittee. This will be addressed in either August or September by the Commission.

Commissioner Seckinger suggested that the commissioners have informal conversations with legislators that they know.

Ms. Carullo explained to the committee the reason for the meeting with the subcommittee. She explained that the HEPW subcommittee wants to hear from CHE how it is structured and what CHE does. The subcommittee has been charged with looking at governance. Some of the members want to start the process by looking at the current statute.

Commissioner Seckinger suggested that the Commission does its homework and have clarity as to what the role of the Commission is. Commissioner Hofferth stated that the Commission is seeking definition and clarity for policy and operations.

4. Discussion, Strategy for Review of Authorities

Chair Munns explained that process will include taking what the staff has created and take what the general assembly plans to do and then get the CHE general counsel representative to review and add his/her point of view and then have the committee conduct a SWOT analysis. Chair Munns would like to have these completed prior to the August retreat.

Ms. Carullo shared that it was suggested that some of the legislators participate in a panel at the retreat. Commissioner Seckinger indicated that she was against that idea.

The committee discussed the retreat and the pending agenda. Chair Munns explained to the committee that the retreat was not on the agenda. He also shared with the committee that the

committee's suggestions for the agenda had been submitted to Commissioner Finan and the final agenda is forthcoming.

5. Discussion, Policy Manual Review

Chair Munns indicated that the committee is not prepared to vote on the policy manual. He also suggested that the Commission should first review the policy manual to determine which model to be used, Carver or hybrid? Should the committee review it first then submit it to the Commission?

The committee discussed having a professional consultant review the policy manual.

During discussion regarding policy the committee determined that 1) a manual is needed and 2) the purpose of CHE is both internal efficiency and external. Ms. Carullo explained that some of the policies for CHE are from various sections in state law, such as procurement for example, and CHE must follow those provisions. She also added that those policies, as well as the bylaws, can be incorporated into the policy manual draft. The committee decided to review the drafted policy manual at the full commission level after the staff has reviewed it and removed the irrelevant sections.

The committee's plan in regards to the drafted policy manual is to address the policy of the commission, clean up the draft and forward the "clean" copy to the attorney for review. After the retreat, the commissioners will review the draft by assignment.

6. Status Updates: Trustee Conference

(Item not discussed.)

7. Next meetings and Review of Meeting Schedule:

- a. October 1, 2015, 1:00 p.m.

8. Other Business

9. Adjournment

There being no other business, the meeting was adjourned at approximately 3:18 p.m.