

**Minutes of the SC Commission on Higher Education  
Executive Committee Meeting  
September 24, 2020  
Via Zoom**

In Attendance:

**Executive Committee Members Present**

Mr. R. Wes Hayes, Chair  
Dr. Bettie Rose Horne, Vice Chair  
Mr. Paul Batson  
Mr. Charles Dalton  
Mr. Charles Munns

**CHE Staff Present**

Dr. Rusty Monhollon, President & Executive  
Director  
Ms. Laura Belcher, Operations Manager  
Ms. Monica Goodwin, Chief Information Officer  
Dr. John Lane, Director of Academic Affairs  
Ms. Shakara Smith, Executive Assistant  
Mr. Georges Tippens, Facilities Program Manager  
Ms. Bunnie Ward, Director of Governmental  
Affairs & Communications  
Mr. Bryce Wilson, Director of Fiscal Affairs  
Dr. Karen Woodfaulk, Director of Student Affairs

Chair Hayes called the meeting to order at 10:07 a.m. It was confirmed that the meeting was being held in accordance with the Freedom of Information Act.

**1. Approval of Minutes August 25, 2020**

**Wes Hayes**

Chair Hayes called for a motion to approve the minutes of the Executive Committee's meeting on August 25, 2020. Commissioner Batson motioned and Commissioner Dalton seconded to approve the minutes. Chair Hayes called for the vote and the minutes were approved unanimously.

**2. Review of the October 1, 2020 CHE Draft Meeting Agenda**

**Wes Hayes**

Chair Hayes initiated the discussion of the draft agenda for the Commission's upcoming CHE meeting on October 1, 2020.

Chair Hayes asked Dr. Monhollon to summarize his upcoming President's report. Dr. Monhollon stated that his report would provide an update on the Commission's operational plan. He further explained that he would share an update on COVID-19 as it relates to the CHE and Institutions of Higher Education (IHE) plans. Commissioner Munns requested that Dr. Monhollon provide a one-page summary of the operational plan prior to the Commission's next meeting. Dr. Monhollon summarized where the CHE is in the process of developing the operational plan. He also shared that as part of the CHE rebranding initiative, Commission staff has developed five potential logos that will be shared across the agency.

Chair Hayes asked Ms. Ward to provide a preview of the legislative report update. Ms. Ward shared an update on the logo, website design, and style guide. Regarding legislative matters, she shared the General Assembly will conclude without a budget and operate on a continuing resolution from the House. She also informed the group that CHE has been working on a proviso regarding scholarship issues, however, without a budget, the proviso is inactive. Regarding SAT and ACT testing, she stated that Commission staff will continue to collaborate with the South Carolina Department of Education to monitor the testing situation. She then gave a brief overview of the CHE budget.

Then Committee Chairs reviewed their committee reports for the CHE meeting. Chair Hayes stated Commissioner Horne will provide an update on the Bylaws review as part of the Executive Committee Report.

Commissioner Munns shared the Committee on Academic Affairs and Licensing will have three items on the agenda to include; Project Lead the Way, Continuing Awards for EIA Centers of Excellence Competitive Grant Awards, FY 21 and the Annual Report on Licensing Activities, FY 2019. Regarding Project Lead the Way, he shared the history of the program and recommended on behalf of the CAAL Committee that the CHE draft a letter of support for the project. Commissioner Munns posed the question whether the letter should go to the full Commission for consideration or would the letter be sent under Dr. Monhollon's authority. Chair Hayes explained being that the project was not controversial, Dr. Monhollon would draft and send the letter without going to the full Commission as an action item. With this determination, Commissioner Munns requested to have the item removed from the consent agenda and added as an informational item on the October CHE Meeting agenda.

Commissioner Batson said the Committee on Access & Equity and Student Services would present one consent agenda item, Program for the Recruitment and Retention of Minority Teachers 2019-2020 Annual Report and FY 2021-2022 Budget Request, and two informational items, SC Student Loan Corporation: SC Teachers Loan Program and Carolina Cluster Career Pathways Program: Benedict College, Claflin University, and Vorhees College. He shared that the Committee would meet immediately following the CHE Meeting. Chair Hayes informed Commissioner Batson that Mr. Hugh Mobley will join his committee, replacing Commissioner Battle.

Commissioner Dalton shared that the Committee on Finance and Facilities currently has two permanent improvement projects for consideration, one from the Medical University of South Carolina: Basic Science Building Air Handler Unit Replacement and another from Northeastern Technical College: Marlboro Campus Renovations. He stated the Committee will also present Permanent Improvement Project Staff Approvals as an informational item.

### **3. Structure and Frequency of CHE Meetings 2020-2021**

**Rusty Monhollon**

Commissioner Horne shared that some Commissioners expressed concern regarding reducing the number of meetings. Commissioner Munns shared a new streamline initiative that the CAAL Committee is implementing in an effort to reduce the turnaround time for program approvals, which justifies the need for monthly CHE meetings. Commissioner Batson suggested adding a minimum of eight meetings to the Bylaws. President Monhollon shared research in reference to how other Commissions hold their meetings. He shared that the majority of coordinating boards meet quarterly, some meeting five to six times, and others hold nine meetings. In addition, he explained that some boards hold ad hoc meetings to address more time sensitive issues. He next shared a potential revised schedule that could reduce the number of meetings to eight and still meet the needs of the Commission. Commissioner Horne made a motion to execute the proposed schedule as presented by Dr. Monhollon and to review the schedule again in a year. Chair Hayes requested that Dr. Monhollon present the eight meetings proposal, with the ability to add meetings as necessary, to the full Commission.

Commissioner Munns suggested one modification, adding one meeting in February and November if there are proposals, which Dr. Monhollon agreed to take it into consideration. Dr. Monhollon then shared potential language for revising the Bylaws as it relates to meeting frequency, "The Commission shall meet at least eight times annually on the first Thursday of the calendar month with scheduled exceptions." Chair Hayes asked Dr. Monhollon to discuss the schedule at the October meeting so that it may be voted on in the November meeting. Commissioner Horne withdrew her motion.

#### **4. Other Business**

Chair Hayes asked if there was any other business to consider. Commissioner Horne provided a brief summary regarding suggested amendments to the CHE Bylaws. She informed the group that changes were relating to the structure and frequency of CHE meetings, distribution of CHE meeting materials, Robert's Rule of Order, attendance policy for Commissioners, Dr. Monhollon's job description accuracy, qualifications for serving on the Commission, a public comment period for each meeting, and annual board training for Commissioners. She stated that the meeting frequency issue was the only topic that was left unresolved. Commissioner Hayes inquired regarding the state statute as it relates to the attendance regulations for Commissioners. Commissioner Dalton shared that the statute specifies three consecutive unexcused absences disqualifies Commissioners, which Dr. Monhollon confirmed. Chair Hayes suggested that a report be provided annually on Commissioners' attendance.

#### **5. Adjourn**

The Executive Committee adjourned the meeting at 11:31 a.m.