

**Minutes of the SC Commission on Higher Education
EXECUTIVE COMMITTEE
November 20, 2015
9:30 a.m.**

In attendance:

Executive Committee Members Present

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

CHE Staff Present

Mr. Gary Glenn, Interim Executive Director
Ms. Julie Carullo
Mr. John Lane
Ms. Beth Rogers
Dr. Karen Woodfaulk (phone)

Executive Committee Members Absent

Mr. Hood Temple

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.

Following the Chairman's opening remarks about the functions and responsibilities of the Executive Committee, a **motion** was made (Love), **seconded** (Settlemyer), and **carried** to approve the minutes of the October 29 Executive Committee meeting (**Attachment 1**), pending correction of a few typographical errors which were called to the attention of the recording secretary.

The Executive Committee reviewed the December 3, 2015 CHE meeting agenda (**Attachment 2**). The following bullets provide highlights of items discussed:

- The Committee on Governmental and Administrative Affairs will continue its work on the CHE policy manual as well as on the CHE communications policy with the objective of presenting a report about these items to the full Commission for consideration at the January 7, 2016 CHE meeting. Chairman Hofferth will make note of this in his December 3 report. Chairman Hofferth will also provide an update on the House Education and Public Works Higher Education Governance Ad Hoc Committee, and in addition, will comment on Agenda Item B which was added to his December 3 report and entitled, *Vice Chair Report on Action Items*.
- Retired CHE staff member, Edna Strange, will be recognized for her many years of service to the CHE.
- The Legislative Report will include information about upcoming legislation to be considered by the General Assembly during the 2016 Legislative Session. It will also include an update on the SARA initiative.
- The Committee on Academic Affairs and Licensing will not have a report.
- The Committee on Access & Equity and Student Services will not have a report.
- The Committee on Governmental and Administrative Affairs will not have a report, though the committee's chair may provide a brief verbal update.
- The Committee on Finance and Facilities will bring forward one interim capital project by consent agenda and one item for information only. The Committee will also hold a meeting at 9:30 a.m. **
- An update on the CHE Executive Director Search will be added to the December 3 CHE meeting agenda.
- A motion was made (Love), seconded, (Kuhl), and carried to table consideration of Agenda Item 3 on this Executive Committee meeting's agenda, entitled *Commissioners Commitment to Excellence and Ethics*, and place it on the agenda of the next scheduled Executive Committee meeting.
- Following discussion about possible dates, December 15, 2015 at 10:00 a.m. was scheduled as the date and time of the Executive Committee meeting to prepare for the January 7, 2016 CHE meeting.
- The meeting was adjourned at 11:26 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.*

***An additional interim capital project and two leases were added to the Finance and Facilities Committee portion of the CHE meeting agenda after the adjournment of the Executive Committee meeting.*