

**CHE Executive Committee
*Conference Call Meeting
SC Commission on Higher Education
1122 Lady Street, Suite 300
Columbia, SC 29201**

9:30 a.m.

January 26, 2016

Agenda

1. Minutes from the December 15, 2015 Executive Committee Meeting

Attachment 1 – December 15, 2015 Draft Minutes

2. Review of the February 4, 2016, CHE Draft Meeting Agenda

Attachment 2 – February 4, 2016, Draft Agenda

3. Legislative Action Discussion

4. Communication Audit and Strategy

5. Action Item List Update

Attachment 3 – Action Item List (as of Jan. 22, 2016)

6. Information Item Transmitted by Governmental and Administrative Affairs Committee Regarding Agenda Topics for CHE Meetings

Attachment 4 – Agenda Topics for CHE Meetings

7. Other Business

8. Adjourn

* Call-in Instructions are as follows:

Dial: 800-503-2899; when prompted for the access code, enter: 737-2275

**Minutes of the SC Commission on Higher Education
EXECUTIVE COMMITTEE
December 15, 2015
10:00 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
Mr. Hood Temple (phone)

CHE Staff Present

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

Executive Committee Members Absent

(none)

Chairman Hofferth opened the meeting at 10:00 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 reformatting of future CHE meeting agendas and ways in which the Commission might conduct its business more efficiently and effectively, a **motion** was made (Love), **seconded** (Temple), and **carried** to approve the minutes of the November 20 Executive Committee meeting (**Attachment 1**). Chairman Hofferth stated that future CHE agendas would include an allocated time of approximately 15 minutes to allow for the delivery of a presentation on a topic of interest related to higher education.

With reference to increasing efficiency and effectiveness of CHE's operation, four documents were distributed and information about them was shared and discussed. Copies of those documents: 1) 2015 CHE master calendar; 2) CHE Action Items, 3) CHE Code of Conduct and Commitment; and 4) 2015 BOV Calendar and Reporting Cycle may be found in **Attachment 2**. During the course of that discussion: Dr. Lane was asked to determine an easily accessible location for the CHE Action Item document to reside; Mr. Glenn was asked to determine and relay to potential vendors a date by which they must respond with quotes for improving the technological capabilities of the CHE main conference room; and Ms. Carullo offered to follow up with the Senate Education Committee to get the potential dates on which the appointments of some of the current CHE Commissioners are scheduled to be confirmed.

Discussion took place about improving the training of new Commissioners, during which it was suggested that each new Commissioner be assigned a more experienced Commissioner as a mentor. Also noted in that discussion was that Vice Chair Love was in the process of compiling a list of items to be include in the revised new Commissioner training process. Also discussed and ideas were shared about whether it was necessary to have Commissioners' signatures on the CHE Code of Conduct and Commitment document. A **motion** was then made (Love) and **seconded** (Settlemyer) to approve that document in concept. Following brief additional conversation on this subject, the **motion** was voted on and **carried**.

Other topics discussed but not acted on were: 1) the possibility of changing the title of the CHE's Executive Director to President; the RFP for a professional search firm to assist with the work of the Executive Director Search Committee ; and the timeline for moving forward with a CHE Public Agenda and engagement of a consultant to assist with that process.

With regard to the draft January 7, 2015 CHE meeting agenda (**Attachment 3**), the following bullets provide highlights of items discussed:

- Ms. Carullo was asked to invite Mr. Craig Parks, Senior Research and Budget Analyst for the Senate Finance Committee, to deliver a presentation on the state budget outlook. If he is available, the presentation will be added to the Agenda following Agenda Item 2, the approval of minutes.
- Continuing its work on the CHE policy manual, the Committee on Governmental and Administrative Affairs will hold a meeting on January 19, 2016 to consider and approve the manual's structure. It is anticipated that the Committee will bring the draft manual to the full Commission for consideration at the March CHE meeting.
- It was noted that the Vice Chair's Report was inadvertently left off of the draft agenda. The agenda will be revised to include that item immediately following the Chairman's report.
- An item concerning the creation of a CHE Public Agenda will be added to the January 7, 2016 CHE meeting agenda. This will be listed as item B under the Chairman's report.
- A motion was made (Settlemyer), seconded (Love), and carried to adjourn the meeting at 12:50 p.m.

Respectfully submitted,

Beth B. Rogers

Recording Secretary

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

SOUTH CAROLINA COMMISSION ON HIGHER EDUCATION
1122 Lady Street, Suite 300
Columbia, SC 29201
February 4, 2016
10:30 a.m.

- 1. Introductions** **Tanya Rogers**
- 2. Approval of Minutes** **Tim Hofferth**
- 3. Presentations:**
 - A. *South Carolina's Higher Education Public Agenda***
Dr. Tom Layzell and Dr. Rich Rhoda
- 4. Chairman's Report** **Tim Hofferth**
 - A. Update on House Education and Public Works Higher Education Governance**
Ad Hoc Committee and House Ways and Means Higher Education and Technical
Colleges Subcommittee
- 5. Vice Chair's Report** **Allison Dean Love**
- 6. Update on Executive Director Search** **Allison Dean Love**
- 7. Interim Executive Director's Report** **Gary Glenn**
- 8. Legislative Report** **Julie Carullo**
- 9. Committee Reports**
 - 9.01 Report of the Executive Committee** **Tim Hofferth**
 - 9.02 Report of the Committee on Academic Affairs and Licensing** **Terrye Seckinger**
 - A. New Federal Improving Teacher Quality Competitive Grants Awards, FY 2015-16**
(For Information, No Action Required)
 - 9.03 Report of Committee on Access & Equity and Student Services** **Jennifer Settlemyer**
(no report)
 - 9.04 Report of Committee on Governmental and Administrative Affairs** **Dianne Kuhl**
 - A. Consideration of Revision to CHE Bylaws, Rules and Procedures Section V, Item 2**
(Inclusion pending review by counsel)
 - 9.05 Report of Committee on Finance and Facilities** **Hood Temple**

CONSENT AGENDA

A. Interim Capital Project

- 1. Coastal Carolina University- Brooks Stadium Addition**

- | | | |
|--------------------------|---|---|
| 2. College of Charleston | - | Avery Envelope Renovation and Mechanical System Replacement |
| | - | McConnell Residence Hall HVAC System Replacement and Renovation |

- | | | |
|-----------------|---|--|
| B. Lease | - | MUSC Fishburne Street Parking Lot (Hagood Lot) |
|-----------------|---|--|

B. Other Business (For Information Only, No Action Required)

1. FY 2015-16 CHE Quarterly Budget Report
2. List of Capital Projects & Leases Processed by Staff for December 2015 and January 2016

10. Other Business

A. Executive Session, if needed, to Receive Legal Advice on Active Litigation and/or to Discuss Personnel and/or Contractual Matters

B. Public Session: Action on Executive Session Matters, if needed

- | | |
|--|--------------------------|
| 11. Update on Commission Action Items | Allison Dean Love |
|--|--------------------------|

- 12. Adjournment of Business Meeting**

Standing Committee Meeting(s) on February 4:

Committee on Finance and Facilities, CHE Main Conference Room, 9:00 a.m.

Committee on Governmental and Administrative Affairs, CHE Main Conference Room, 1:00 p.m. or immediately following adjournment of CHE meeting

CHE Action Items

Executive Commitee, Att. 3., 01-26-16

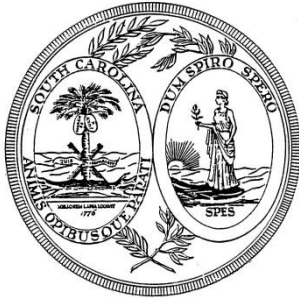
					Updated January 22, 2016			
				Commission Actions Items				
Committee	Date Assigned	Action	Assigned to	Due Date	Results/Actions	Interim Action Dates	Status Update	Completion or Deletion Date
Chairman	Updated January 19, 2016	Prepare Feb '16 Comission meeting agenda	Hofferth	January 2016 Executive Committee Meeting	Receive input from committee chairs and administration NLT January 21 for Jan 26 meeting			
	Updated January 4, 2016	Discussion of legislative strategy	Hofferth	Feb '16 meeting	Allocate time at the Feb '16 Commission meeting to continue discussion re: legislative approach			
	Updated January 4, 2016	Communication Strategy	Hofferth	ongoing	Meeting with Grant Jackson to serve as communications consultant	1/6/2016		
	Updated January 5, 2016	Staff Hiring of CFO, Deputy CFO	Gary Glenn	ASAP				
	Updated January 5, 2016	Boardroom Technology	Gary Glenn	ASAP				
Vice Chair	Updated January 19, 2016	Action Item List Tracking	Love, Lane	Ongoing	Update items for tracking as necessary			
	Updated January 4, 2016	Strategy Teleconference	Love, G. Glenn, J.Lane	12/16/2015	1. Discussion of Governor's State of the State address preparation with Tom Layzell and Rich Rhoda. 2. Discussion about the Executive Director Search with T. Layzell and R. Rhoda.	12-16-15; 12-17-2015; 12-29-15; 1-5-2016	Love provides drafts to T. Hofferth created in collaboration with T. Layzell and R. Rhoda.	State of the State - completed 12-16-15; ED Search ongoing
	Updated January 19, 2016	Communications assistance for Grant Jackson	Love	Ongoing	Introduction of Mr. Jackson at 1-7-2016 CHE meeting and request for communications assistance	1/8/2016, met again 1/13, ongoing communication		
	Updated January 14, 2016	Action Item list distribution to Commissioners	Love and John Lane	Include list with monthly distribution of CHE meeting materials	1. Update list; 2. Discussion with CHE IT staff about SharePoint	1. 1-8-2016; 2. 1-7-2016	1. Updated list (1-18-2016) under review' 2. CHE IT reviewing Microsoft OneDrive, Sharepoint is incompatible	Ongoing
	Updated January 19, 2016	Coordination for temporary employees; Dr. Tom Layzell and Dr. Rich Rhoda	Love et al as necessary	Ongoing	Prep for February 4 Commission Meeting, research projects as necessary	Ongoing	Prepping for 30 minute presentation on updating our 2003 and 2009 plans for the public agenda	
	Updated January 19, 2016	New Commissioner orientation materials	Love for GAAC	NLT 1/19/16	Make recommendations for new Commissioner orientation	Completed 1/14/16		
Ad Hoc Committee for House Higher Ed Governance Committee issues	Updated January 22, 2016	Response of Statute Analysis to Ms. Lil Hayes, House Education and Public Works Committee	Hofferth, Glenn	2/15/2016?	Discussion of Analysis with House Staff - Revisions Underway	1/22/2016; 2/4/2016 - immediately following CHE meeting	Discussion during House Ways and Means hearing; Return meeting to House Ad Hoc Education Governance Subcommittee	
House Ways and Means Commttee	Updated January 8, 2016	Budget request revision and preparation for House Ways and Means Committee	Hofferth, Glenn	ASAP TBD	Completion of statute analysis and subsequent budget revision.	1/12/2016	Discussion during House Ways and Means hearing	
	Updated January 18, 2016	House Ways and Means Committee Presentation	Hofferth, Glenn, Love, Temple and directors	1/12/2016	House committee members request follow-up presentation, statute analysis, and proviso strategies for statutes		Planning for Presentation II in progress	
	Updated January 13, 2016	Response of Statute Analysis	Hofferth, Glenn	2/15/2016	Recommendations for statutes amendment and deletion	1/12/2016	Discussion during House Ways and Means hearing	
	Updated January 13, 2016	Presentation Part II to House Ways and Means Committee	Hofferth, Glenn	TBD	Follow-up to 1-12-2016	1/12/2016	Discussion during House Ways and Means hearing	
	Updated January 4, 2016	Commission member development	Hofferth	Ongoing	Update Commission on Commissioner orientation/development issues as necessary at each Commission meeting			
	Updated January 4, 2016	Commitment to Excellence	Love and Executive Committee	Jan '16 Exec Comm meeting	Merge original intent of Commitment to Excellence with Kuhl's recommendations for final proposal at Dec 15 Executive Committee meeting	12/15/2015		
	Updated January 4, 2016	Development of Master Calendar	Love and John Lane	Jan '16 Exec. Comm. Meeting	Compilation of all Commission meetings, Committee meetings, report due dates, budget updates, etc.	1. 12-15-15; 2. Wk of 1-4-16	1. GG & JL review plans for Master Calendar; 2. JL mtg w/ IT to plan to post Master Calendar; 3. Sharepoint	
	Updated January 19, 2016	Organize Commission '16 strategic planning retreat	Hofferth, Glenn (with input from Committee Chairs)	Ongoing and NLT February '16 meeting	Schedule offsite for August 2016;subject matter and agenda to be determined.			
	Updated January 19, 2016	Purpose and Responsibilities	Hofferth/Love	In advance of Jan 26 meeting	Discuss and propose purpose and responsibilities for Executive Committee	Proposal completed 1/14/16	Up for review by Executive Committee January 26	
GAAC	Updated January 4, 2016	Developent of policies and procedures to include communication policy, etc.	Kuhl and GAAC	Ongoing/NLT Feb '16 meeting	Update status of GAAC Committee progress at each Commission meeting			
	Updated January 4, 2016	Governance Model recommendations	Kuhl and GAAC	Ongoing	Update status of GAAC Committee progress at each Commission meeting			
	Updated January 4, 2016	Commission agenda topics	Kuhl and GAAC	Jan '16 Executive Committee meeting	Provide recommendations for Jan '16 agenda topics to Commission Chair. (In addition to those already included on Commission rhythm calendar.)			
	Updated January 4, 2016	Purpose and Responsibilities	Kuhl and GAAC	Next GAAC meeting/NLT Feb '16 meeting	Discuss and propose purpose and responsibilities for GAAC Committee			
CAAL	Updated January 4, 2016	Commission agenda topics	Seckinger	Jan '16 Meeting	Provide recommendations forJan '16 agenda topics to Commission Chair. (In addition to those already included on Commission rhythm calendar.)			
	Updated January 4, 2016	Purpose and Responsibilities	Seckinger and CAAL	Next CAAL meeting/NLT Feb '16 meeting	Discuss and propose purpose and responsibilities for CAAL Committee	1. 12-5-2015; 2.12-31-2015; 3. 1-4-2016	1. First review of Acad. Affairs responsibilities JL to TS; 2. TS responses and questions; 3. Discussion continues	
	Updated January 4, 2016	Commission agenda topics	Seckinger	Jan '16 Meeting	Provide recommendations forJan '16 agenda topics to Commission Chair. (In addition to those already included on Commission rhythm calendar.)			
	Updated January 4, 2016	Transfer policy among in-state institutions	Seckinger and CAAL	NLT Feb '16 Meeting	Provide recommendations re: transfer policy for SC			
Finance	Updated January 4, 2016	Directors and Officers' Liability Insurance	Gary Glenn	ASAP, Report due at Dec '15 meeting	Based on direction and vote of Commission, secure D&O coverage for Commission			
					Updated January 4, 2015			

CHE Action Items

Executive Committee, Att. 3., 01-26-16

[illegible]

(rev.)



South Carolina Commission on Higher Education

Mr. Tim M. Hofferth, Chair
Ms. Allison Dean Love, Vice Chair
Mr. Paul O. Batson, III
Dr. Bettie Rose Horne
Ms. Dianne C. Kuhl
Dr. Louis B. Lynn
Vice Admiral Charles Munns, USN (ret.)
Mr. Clark B. Parker
Mr. Kim F. Phillips
Ms. Terrye C. Seckinger
Dr. Jennifer B. Settlemeyer
Mr. Hood Temple
Dr. Evans Whitaker

Mr. Gary S. Glenn
Interim Executive Director

TO: Chair Hofferth and Members of the Executive Committee

FROM: Commissioner Dianne Kuhl, Chair, Committee on Governmental and Administrative Affairs

DATE: January 22, 2016

RE: Item for consideration of the Executive Committee

The Committee on Governmental & Administrative Affairs met on January 19, 2016, and is pleased to forward to the Executive Committee the attached compilation of potential agenda topics and speakers.

Prior to our meeting, commissioners and division directors were invited to suggest topics for upcoming Commission meetings that a) offer opportunities for discussion or b) provide educational value to the Commission and/or our stakeholders. Commission Munns and Ms. Carullo compiled and organized the submissions.

The Committee recommends this list to the Executive Committee for review and prioritization.

Enclosure

Agenda Topics for Commission Meetings

The following are suggestions received by Commissioners for topics and speakers for upcoming committee meetings. The suggestions have been arranged by category and are not presented in any particular order.

The Committee on Governmental and Administrative Affairs reviewed the information at its January 19, 2016 meeting and is forwarding the information to the Executive Committee for its review and prioritization.

Presidents of SC Colleges and Universities:

- Suggested that a regular, systematic way be used to bring presidents to talk to the Commission. Purpose would be to provide 15-20 minutes to discuss their financial situation, strategic plans, “hot” issues... Suggested that later their Academic Provosts and/or Vice Presidents of Finance, etc. could be invited
- Specific suggestions and topics relating to the presidents
 - New president of Lander University, Dr. Richard Cosentino, since he has such a wealth of knowledge coming from the UNC higher education system (among other places)
 - Dr. Fred Carter (Francis Marion) always provides excellent insight as well as so many others.
 - President Glenn McConnell (College of Charleston) - to discuss reciprocal credit programs

Workforce and Economic Development

- Invite state business community and economic development leaders to discuss emerging trends and higher education needs of their members or constituents:
 - SC Chamber of Commerce (President and CEO, Ted Pitts)
 - SC Department of Commerce (Secretary of Commerce, Bobby Hitt)
 - Mary Graham of the Charleston Metro Chamber of Commerce to discuss their Avalanche Consulting study conducted for the Lowcountry
 - SC Department of Employment and Workforce (Executive Director Cheryl Stanton)
- Invite leaders of major corporations to discuss their emerging needs and trends they see coming up in 5-10 years such as: Boeing, Santee Cooper, Michelin, BMW, Volvo, etc.
- SmartState Program:
 - Invite researchers to discuss their work and progress, particularly some of the new areas. One example noted: Clemson, for example, is working closely with both the Greenwood Genetics Center and Project Hope (entity working with autistic individuals) to research possible causes (which would lead eventually, hopefully, to how to prevent that condition -- very timely, citing today, 1 in every 48 newborn boys are autistic. It’s an epidemic of an idiopathic condition.)
 - Update on growth of the “incubation program” where new business ventures are spun off the research.

Other State and National Speakers:

- Higher Education Legislative Leaders and other key members in the General Assembly who might give us the benefit of their thinking about where they'd like to see higher education move? (individually or possibly as a panel), e.g.,
 - Rep. Rita Allison (Chair, House Education and Public Works)
 - Rep. Bill Taylor (Chair, House Education and Public Works Higher Education Subcommittee)
 - Rep. Jim Merrill (Chair, House Ways and Means Higher Education Budget Subcommittee)
 - Senator John Courson (Chair, Senate Education. Also Chairs Senate Finance Higher Education Budget Subcommittee)
 - Senator Nikki Setzler (Chair Senate Education Higher Education Subcommittee)
- National higher education system experts to discuss effective governance issues and national best practices – such as SHEEO, NCHEMS, SREB etc. (Dr. Tom Layzell and Dr. Rich Rhoda are scheduled for February but could always have others at another time)
- Paula Harper Bethea, Executive Director, SC Education Lottery Commission
- Students (to include technical colleges and four-year colleges/universities in a variety of programs). Purpose to discuss “success” stories and provide testimonials
- Superintendent Molly Spearman, SC Department of Education. Suggested topic to discuss the “pipeline”
- Invite TransformSC leaders, Pam Lackey and/or Mike Brennan, to discuss this initiative relating to innovating K-12 schools and education and implications for higher education programming

Academic and Other Student Program Related:

- SACS and/or Sandra Jordan (Chancellor, USC Aiken) - to receive information about SACS reporting tools and matrix, specifically financials as they relate to accreditation and probation. *(Commissioner Allison Dean Love, will be talking with Dr. Jordan and should have more information to share at the GAA committee meeting.)*
- Campus security (suggested as a workshop including our institutions)
- On-line education - Why it costs so much, and how to make it more affordable
- Remedial education on college campuses - Why is this necessary? What can we do to mitigate the need?
- Cross campus standards for general education classes – outcome-based
- Higher education trends such as competency-based education and policy implications
- For-profit institutions
- Up-to-date information on federal regulations that will affect the for-profit schools like Phoenix

- Briefing on a new program called “The College Experience” and how it is working at our five participating universities (College of Charleston, Winthrop, USC, Coastal, and Clemson.)
- Are we educating students or simply providing them with credentials? Life skills? (Noted: Furman's Cultural Life Program (CLP)) requirements, TSMU's history/language reqs.)

Higher Education Funding and Finance:

- Financial terminology: requiring clear and uniform terminology from institutions requesting funding
- Costs of varying degree programs and their corresponding value to the state
- A report from the student affairs area to inform us about what kinds of amenities “required” in dormitory living that are driving the huge costs of new residences. What, exactly, do students demand and . . . get?

Student Financial Aid:

- How the two-year colleges’ proposal for free tuition is likely to affect the various other funding sources (i.e., Pell? Lottery scholarships, local initiatives like the Greenwood Promise wherein private citizens, businesses, and corporations fund specific groups of students (several similar initiatives around the state))
- Any new information on progress to help alleviate the pressure of student loans?