

**Minutes of the SC Commission on Higher  
Education Executive Committee Meeting  
August 25, 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

**Other Commissioners Present**

Ms. Terry Seckinger  
Ms. Linda Dolny

**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 10:02 a.m. It was confirmed that the meeting was being held in accordance with the Freedom of Information Act.

**1. Approval of Minutes (July 13, 2020)**

**Wes Hayes**

Chair Hayes called for a motion to approve the minutes of the Executive Committee's meeting on July 13, 2020. Commissioner Horne motioned and Commissioner Batson seconded to approve the minutes. Chair Hayes called for the vote and the minutes were approved unanimously.

**2. Review of the September 3, 2020 CHE Draft Meeting Agenda**

**Wes Hayes**

Chair Hayes initiated the discussion of the draft agenda for the Commission's upcoming CHE meeting on September 3, 2020 and shared that during his Chair's report he would address the CHE vice chair election as stipulated in the CHE Bylaws.

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 Institutions of Higher Education (IHE) fall enrollment numbers and plans.

Chair Hayes asked Ms. Ward to provide a preview of the legislative report update. Ms. Ward shared that the following matters will be addressed; an update on the September 15 budget and priorities shared by IHE regarding utilizing COVID funding.

Then Committee Chairs reviewed their committee reports for the CHE meeting. Chair Hayes stated there will not be a report from the Executive Committee.

Commissioner Munns shared the Committee on Academic Affairs and Licensing will have three items on the agenda to include; the CERRA FY 2019-2020 Annual Report, a presentation on Annual Report on Admission Standards for First-Time Entering Freshmen and a presentation on Annual Evaluation of

Associate Degree Programs for FY 2017-2018. He stated that the two presentations will be informational items that were omitted during the last CHE Meeting due to limited time.

Commissioner Batson said the Committee on Access & Equity and Student Services would not have a report. He shared that the Committee would meet immediately following the CHE Meeting.

Commissioner Dalton shared that the Committee currently has three permanent improvement projects for consideration. He stated the Committee will also formally present to the full Commission as information only, the draft policy for reviewing projects submitted to the Committee on Finance and Facilities.

### **3. Discuss Annual Bylaws Actions**

**Wes Hayes**

President Monhollon inquired regarding the annual process of reviewing the Commission's Bylaws. Commissioner Munns shared that in the previous year, he along with the Executive Committee, reviewed the Bylaws. Chair Hayes requested that Commissioner Horne lead efforts in reviewing the CHE Bylaws. He then discussed the process for appointing members to the CHE's standing committees. He explained that each Commissioner will be given the opportunity to express their first and second preference of serving on a committee. Commissioner Munns added that each Committee would then elect their own chair and vice chair once assignments have been confirmed.

### **4. Review Draft Finance and Facilities Policy**

Chair Hayes called on Commissioner Dalton to discuss the Committee's draft policy. Commissioner Dalton shared that Commissioner Dolny along with a task force created a policy that sets forth standards and guidelines for the Committee to follow when considering projects for approval. Commissioner Dolny then shared background on the process of creating the policy and allowed Mr. Tippens to walk through the policy in depth and discussed revisions made to the document. Commissioner Munns suggested adding language to the priorities section that addresses statewide need for the project and that the project is in line with the mission of the institution, which the task force will take into consideration. Chair Hayes commended the Committee for their work.

### **5. Other Business**

Chair Hayes asked if there was any other business to consider and requested that President Monhollon provided an update on the CHE lease. Dr. Monhollon shared that the lease was approved by the State Fiscal Accountability Authority (SFAA) unanimously, so the Commission will proceed with plans to move to the fourth floor after the first of the year. He shared that the Commission has vacated the second floor.

President Monhollon also mentioned that he would like the Commission to consider reducing the frequency of Commission meetings and possibly altering the structure. He stated that Commission staff would put together a few proposals for consideration. He then stated that reducing the number of meetings would allow more time for staff to prepare for meetings and reduce cost associated with travel to meetings. Commissioners shared their support of the proposal but wanted to ensure that there will be enough meetings to adequately address time sensitive projects and meetings will align well with the needs of institutions.

### **6. Adjourn**

The Executive Committee adjourned the meeting at 10:58 a.m.