South Carolina
Commission on Higher Education
Accessibility | Excellence | Accountability

Advisory Committee on Academic Programs (ACAP)
Meeting Minutes
September 11, 2025

Attendees:
Clemson University: Rob Essaf
Coastal Carolina University: Teresa Burns, Gibbs Knotts, Chistopher Gunn, Catherine Scott
College of Charleston: Mark Del Mastro
Francis Marion University: Allison Steadman
Lander University: James Colbert, Jr.
Medical University of South Carolina: Suzanne Thomas, Nancy Carson
Piedmont Technical College: Keli Fewox
SC State University:
SC Technical College System: Rosline Sumpter
The Citadel: Karin Roof
Tri-County Technical College:
Trident Technical College: Laurie Boeding
University of South Carolina Aiken: Philip Bridgmon, Katie Kaplin Smith, Andrew Hatchett, David Buckman
University of Soth Carolina Beaufort: Kim Dudas
University of South Carolina Columbia: Trena Houp, Bret Kloos, Kevin LeBlanc, Alexey Petrov, Varsha Kulkarni, Enrique Lopez Rodriguez, Christeen Stephens, Steven Harrod, Alice Churukian
University of South Carolina Palmetto College: Walter Collins
University of South Carolina Upstate: Pam Steinke, Jeannie Chapman, Ben Montgomery
Winthrop University: Tim Drueke, Melissa McCartney

Commission Staff

Angela Peters	Karen Woodfaulk
Jessica Berry	Mark Swart
Melissa Price	Christopher Robinson
Darnell Holland	Leslie Williams
Kenita Pitts	Bret Mills
Endé Clark	Christopher Glenn
Mariana Manic	Tracy Solet

All attended in-person or via Zoom

1. Welcome
   Dr. Peters welcomed everyone to the meeting at 10:00 a.m.

2. Introductions, Quorum, and Freedom of Information Act
   Ms. Solet announced attendance, established quorum, and confirmed the meeting was being held in accordance with the Freedom of Information Act.

3. Approval of Agenda
   Dr. Peters called for a motion to approve the meeting agenda. A motion was made and seconded. Dr. Peters called for a vote. **The motion passed unopposed**.

4. Approval of Minutes
   Dr. Peters called for a motion to approve the June 12, 2025 meeting minutes. A motion was made and seconded. Dr. Peters called for a vote. **The motion passed unopposed**.

5. New Program Proposals
   a. University of South Carolina Aiken, M.S. in Exercise and Sports Science
      The institution representative moved approval of agenda item 5.a., which was seconded. The program was presented, and the floor opened to questions. Hearing none, Dr. Berry called for a vote to recommend the program to CAAL for review. **The motion passed unopposed**.

   b. University of South Carolina Columbia, M.A. in Psychology
   c. University of South Carolina Columbia, Ph.D. in Psychology
      The institution representative moved approval of agenda items 5.b. and 5.c., which was seconded. The programs were presented, and the floor opened to questions. Hearing none, Dr. Berry called for a vote to recommend the programs to CAAL for review. **The motion passed unopposed.**

6. Program Modification Proposals
   a. University of South Carolina Columbia, D.N.A.P. in Nurse Anesthesia Practice
      The institution representative moved approval of agenda item 6.a., which was seconded. The program modification was presented, and the floor opened to questions. Hearing none, Dr. Berry called for a vote to recommend the program modification to CAAL for review. **The motion passed unopposed.**

   b. University of South Carolina Columbia, B.S. in Physics
      The institution representative moved approval of agenda item 6.b., which was seconded. The program modification was presented, and the floor opened to questions. Hearing none, Dr. Berry called for a vote to recommend the program modification to CAAL for review. **The motion passed unopposed.**

   c. Medical University of South Carolina, M.S. in Cardiovascular Perfusion
      The institution representative moved approval of agenda item 6.c., which was seconded. The program modification was presented, and the floor opened to questions. Hearing none, Dr. Berry called for a vote to recommend the program modification to CAAL for review. **The motion passed unopposed.**

   d. University of South Carolina Upstate, B.A. in Computer Information Systems
      The institution representative moved approval of agenda item 6.d., which was seconded. The program modification was presented, and the floor opened to questions. Hearing none, Dr. Berry called for a vote to recommend the program modification to CAAL for review. **The motion passed unopposed.**

   e. University of South Carolina Aiken, B.S. in Exercise and Sports Science
      The institution representative moved approval of agenda item 6.e., which was seconded. The program modification was presented, and the floor opened to questions. Hearing none, Dr. Berry called for a vote to recommend the program modification to CAAL for review. **The motion passed unopposed.**

   f. University of South Carolina Aiken, B.A.E.D. in Middle Level Education
   g. University of South Carolina Aiken, B.S.E.D/B.A.E.D. in Secondary Education
      The institution representative moved approval of agenda items 6.f and 6.g., which was seconded. The program modifications were presented, and the floor opened to questions. The representative from Francis Marion University (FMU) noted FMU no longer offers Middle Level Education programs so those could be removed from the institution's

modification proposal. Hearing no further discussion, Dr. Berry called for a vote to recommend the program modifications to CAAL for review. **The motion passed unopposed.**

h. Coastal Carolina University, B.A. in Social Studies 9-12
The institution representative moved approval of agenda item 6.h., which was seconded. The program modification was presented, and the floor opened to questions. Hearing none, Dr. Berry called for a vote to recommend the program modification to CAAL for review. **The motion passed unopposed.**

7. For Information / Discussion

a. Non-Degree Credentials
Ms. Manic did a brief presentation regarding shorter term non-credit education and non-degree credentials in South Carolina, noting The Coordinating Council for Workforce Development (CCWD) has developed metrics for the Unified State Plan for Education and Workforce Development (USP), such as work-based learning and high-value credentials. These data are being collected from the institutions as non-degree credentials are increasingly viewed as alternative pathways, but are vast and varied in content, length and level of instruction, delivery method, credit awarded, if any, as well as professional or occupational focus. This combined with inconsistent data availability makes reporting challenging so CHE will be creating a working group with specialists from several agencies. A survey will be sent to the institutions requesting more information regarding non-degree credentialling programs offered. Discussion was had regarding the various types of programs offered and which would qualify. Ms. Manic explained because this initiative is just beginning, the first step will be to have a detailed discussion with the provosts. After which a survey will be sent to the institutions to capture the relevant information.

b. Ad hoc working group to review Academic Affairs policies
Dr. Peters stated as part of CHE's mission and strategic plan initiative, the Office of Academic Affairs and Licensing will be reviewing its policies and has asked for volunteers from ACAP to assist with the review. Dr. Peters thanked those who assisted in a previous review group in 2022-2023: Tim Drueke, Trena Houp, and Mark Del Mastro, and also those in the current 2025-2026 working group: James Colbert, Allison Steadman, Tim Drueke, and Trena Houp. Dr. Peters indicated anyone still interested in joining the group may do so and advised a draft of revisions will be circulated to ACAP for comment. The timeline to begin is October/November, with a draft provided to ACAP well in advance of the March 12, 2026 meeting.

c. Academic Forecasting
In an effort to expand and build upon the academic portfolio in South Carolina, Dr. Peters stated she wants to engage in critical conversation regarding new and similar programs for the state. Dr. Peters noted CHE would like to expand academic forecasting and planning from just an institutional level to a statewide level, which aligns with CHE's strategic plan. Based on feedback received from the initial forecasting document sent to ACAP members, a revised form will be sent out with a requested return date of June 2026, with the understanding CHE will be flexible as workforce, labor market, accreditation, and institutional initiatives are changing. Discussion was had regarding if program modifications should be included. Based on the possible forthcoming policy revisions, it was agreed only new programs should be included for now. Concerns were raised regarding forecasting information being made public or shared with ACAP members as one institution may be able to pull together a similar program faster. One member commented sharing such information could allow for collaboration among the institutions. An additional concern was raised noting the institution may not inform its Board of Trustees when an idea is just being discussed and would not want CHE to prematurely

announce a new program. Dr. Peters assured the members this would never happen and stated this information is for prioritizing and for staff planning.

d. Fall / Spring Academic Insight Forum
Dr. Peters announced the plan to change the Academic Insight Forum held in February by making it a bi-annual event and including topics of interest from ACAP members. Dr. Peters stated a survey would be sent requesting topics as well as presenters, which would allow institutions to showcase successful new programs and possibly allow for colleagues from private institutions or other states to attend and present information.

8. Adjournment
With no further discussion, Dr. Peters called for a motion to adjourn, which was seconded. The meeting adjourned at 10:48 a.m.