

MINUTES OF MEETING  
OF  
SOUTH CAROLINA COMMISSION ON HIGHER EDUCATION  
May 2, 1996  
10:30 a.m.

MEMBERS PRESENT

Mr. Fred L. Day, Chairman  
Mr. J. Randolph Ayers  
Dr. Colgate W. Darden, III  
Mr. R. Austin Gilbert, Jr.  
Mr. Kenneth E. Goad  
Ms. Reba Anne Kinon  
Dr. W. David Maxwell  
Mr. Willard A. Metcalf  
Mr. Lewis Phillips  
Mr. Bill H. Stern  
Mr. Edwin E. Tolbert, Sr.  
Ms. Debbie N. Whittle  
Ms. Mildred R. Williams

MEMBERS ABSENT

Mr. Fred C. Fore  
Mr. Ray D. Lathan  
Gen. Thomas R. Olsen  
Dr. Raymond C. Ramage

STAFF

Mr. Michael L. Brown  
Ms. Renea Eshleman  
Mr. Charlie FitzSimons  
Mr. Ivan F. Guinn  
Ms. Maggie Hicks  
Mr. Douglas I. Holleman  
Dr. R. Lynn Kelley  
Mr. Raghu Korrapati  
Mr. Alan S. Krech  
Mr. Nelson Lindsay  
Dr. David Loope  
Dr. Gail M. Morrison  
Dr. Robert K. Poch  
Mr. Fred R. Sheheen  
Mr. John E. Smalls

Ms. Yolanda Solone  
Ms. Janet K. Stewart  
Dr. Aileen C. Trainer  
Dr. Karen Woodfaulk

GUESTS

Dr. Margaret Amick  
Mr. Todd E. Barnette  
Mr. Arthur M. Bjontegard  
Mr. Leigh Bolick  
Dr. Dianne Brandstadter  
Mr. Charlie Brock  
Dr. Pat Calkins  
Mr. James T. Clark  
Ms. Donna Collins  
Ms. Elaine Craft  
Dr. Nancy C. Dunlap  
Mr. John L. Finan  
Mr. David Fleming  
Dr. Rick Garrett  
Mr. Ron Garrett  
Dr. Carol Z. Garrison  
Dr. Kay Grastie  
Dr. H. McLean Holderfield  
Dr. Sally Horner  
Dr. James L. Hudgins  
Mr. David Hunter  
Ms. Ollis B. Jayroe  
Dr. Frankie Keels  
Ms. Gwen Kuhns  
Mr. Scott A. Ludlow  
Dr. Val Lumens  
Dr. Harry G. Matthews  
Mr. Gary McCombs  
Dr. Hiram McDade  
Dr. Jean Mehaffey  
Dr. Charles Muse

Mr. John Newton  
Mr. William T. Putnam  
Ms. Joan Sallinger  
Col. Donald Tomasik  
Mr. W. E. Troublefield, Jr.  
Dr. Jim Vincent  
Dr. Marcia Welsh  
Mr. Mark Wright

### MEMBERS OF THE PRESS

Mr. Bill Robinson

For the record, notification of the meeting was made to the media as required by the Freedom of Information Act.

Dr. Poch introduced Mr. Nelson Lindsay who has been hired recently at the Commission as a grant writer. Mr. Sheheen recognized Mr. Scott Ludlow, the new vice president for Business and Finance at Clemson University.

#### I. Approval of Minutes of Meeting of April 4, 1996

It was moved (Williams), seconded (Metcalf), and voted that the minutes of the meeting of April 4, 1996 be approved as written.

#### II. Special Presentation

Mr. Sheheen stated that a Memorandum of Understanding between the South Carolina Department of Social Services and the South Carolina Commission on Higher Education has been entered into as mandated by the South Carolina Family Independence Act of 1995. Mr. Sheheen introduced Mr. Jim Clark, State Director of the Department of Social Services, who presented the objectives and the roles and responsibilities set forth in the Memorandum.

#### III. Committee Reports

##### 3.02 Report of the Committee on Academic Affairs

Ms. Williams, chairman of the Committee on Academic Affairs, reported on the following matters:

A. Consideration of Revised Bylaws for the Hilton Head College Center

The Hilton Head College Center (HHCC) was established on July 1, 1990 by action of the Commission on Higher Education as a mechanism to bring about better cooperation for the delivery of higher education services among USC-Beaufort, Technical College of the Lowcountry and USC-Columbia. In 1995, it was decided that the current members of the Center would remain as members of the HHCC and that the by-laws which had been operative since 1990 would be revised to address more effectively the continuing issues and new conditions which had arisen since the HHCC's founding.

The Committee recommended that the Commission approve the new by-laws of the Hilton Head College Center as revised on January 24, 1996 provided that the word "biannual" be changed in Article 4.F and in Article 5.F to "biennial."

It was moved (Williams), seconded (Ayers) and voted that the recommendation be approved with the proviso that the Center's Board be requested to reconsider the provision in the bylaws (Article 4.C.1.e.) which excludes membership on the Board for a community member who is an alumnus or alumna of any institution which is a regular member of the College Center and report back to the Commission.

B. Consideration of New Program Proposals

1. A.E.T., Electro-Mechanical Engineering Technology - Florence-Darlington Technical College

The Committee recommended that the Commission approve the proposed program leading to the Associate in Engineering Technology degree with a major in Electro-Mechanical Engineering Technology for implementation in Fall 1996, provided that no unique cost or other special State funding be required or requested.

It was moved (Williams), seconded (Phillips) and voted that the recommendation be approved.

2. A.H.S., Health Information Management - Greenville Technical College

The Committee recommended that the Commission approve the proposed program leading to the Associate in Health Sciences with a major in Health Information Management for implementation in Fall 1996, provided that:

- a. No unique cost or other special State funding are required or requested.
- b. A pre-Health Information Management certificate is established by Greenville Technical College and the three "feeder" institutions.
- c. Articulation agreements with the three participating regional institutions are signed between Greenville Technical College and each of the three "feeder" technical colleges prior to the initial offering of the degree program or the pre-Health Information Management certificate.
- d. Catalog descriptions and all information sheets about this program at Greenville Technical College and the three participating regional institutions clearly inform students that their admission to the pre-Health Information Management certificate program does not guarantee their admission to the Health Information Management degree program; and that beginning the occupationally-related courses in the degree program may require a year's wait even after successful completion of the pre-Health Information Management certificate and other admission requirements for the degree.

It was moved (Williams), seconded (Goad), and voted that the recommendation be approved.

3. A.H.S., Occupational Therapy Assistant - Greenville Technical College

The Committee recommended that the Commission approve the proposed program leading to the Associate in Health Sciences, major in Occupational Therapy Assistant, for implementation at the Greer campus of Greenville Technical College in Fall 1996, provided that:

- a. No unique cost or other special State funding is required or requested.
- b. A pre-Occupational Therapy Assistant certificate is established by Greenville Technical College and the three "feeder" institutions.
- c. Articulation agreements with the three participating regional institutions are signed between Greenville Technical College and each of the three "feeder" technical colleges prior to the initial offering of the degree program or the pre-Occupational Therapy Assistant certificate.
- d. Catalog descriptions and all information sheets about this program at Greenville Technical College and the three participating regional institutions clearly inform students that their admission to the pre-

Occupational Therapy Assistant certificate program does not guarantee their admission to the Occupational Therapy Assistant degree program; and that beginning the occupationally-related courses in the degree program may require a year's wait even after successful completion of the pre-Occupational Therapy Assistant certificate and other admission requirements for the degree.

It was moved (Williams), seconded (Goad), and voted that the recommendation be approved.

4. A.P.S., Human Services - Greenville Technical College

The Committee recommended that the Commission approve the proposed program leading to the Associate in Public Service degree, with a major in Human Services, for implementation in Fall 1996 at the Greenville campus, provided that no unique cost or other special State funding be required or requested.

It was moved (Williams), seconded (Goad), and voted that the recommendation be approved.

5. A.H.S., Dental Hygiene Technology - Horry-Georgetown Technical College

The Committee recommended that the Commission approve the proposed program leading to the Associate in Health Science degree with a major in Dental Hygiene for implementation in Fall 1996, provided that no unique cost or other special State funding be required or requested.

It was moved (Williams), seconded (Goad), and voted that the recommendation be approved.

6. M.C.D., Speech-Language Pathology - USC-Columbia by Distance Education to Multiple Sites

The Committee recommended that the Commission approve the proposed program leading to the M.C.D. in Speech-Language Pathology for implementation in September 1996, provided that no unique cost or other special State funding be required or requested.

It was moved (Williams), seconded (Whittle), and voted that the recommendation be approved.

7. D.H.A., Executive Doctoral Program in Health Administration and Leadership, MUSC

The Committee recommended that the Commission approve the proposed program leading to a D.H.A. degree in Health Administration and Leadership for implementation in Summer 1996, provided that no unique cost or other special State funding is required or requested, and provided further that an advisory committee composed of members of the faculties from both MUSC and USC be established to identify ways that the two institutions can collaborate in the teaching of the executive doctoral program, including assisting in research supervision and teaching program courses.

It was moved (Williams), seconded (Whittle), and voted that the recommendation be approved.

8. S.C. Center for Advanced Technological Education in Engineering Technology, SBTCE

The Committee recommended that the Commission approve the proposed South Carolina Center for Advanced Technological Education for implementation in Summer 1996, provided that no unique cost or other special funds be required or requested and provided that the National Science Foundation grant or other suitable external funding be awarded. In keeping with customary procedure, the staff also recommended that the Center be terminated by June 15, 2003, unless specifically reauthorized by the Committee on Academic Affairs following submission of a report by June 15, 2002, detailing the achievements, accomplishments, and funding support for the Center.

It was moved (Williams), seconded (Goad), and voted that the recommendations be approved.

C. Follow-up to 1993 Annual Program Evaluation of Associate Degree Programs

In 1995, the Commission on Higher Education requested as part of the annual evaluation of associate degree programs in public institutions that the State Board for Technical and Comprehensive Education respond with a report by March 1, 1996, concerning three items that related to the annual evaluation of associate degree programs in the technical colleges. The report has been submitted.

This report is for information only.

D. Consideration of Recommendations for Transfer Education as Mandated by Act 137

Transfer regulations and procedures began in 1989 after passage of Act 629, the Cutting Edge legislation. The process was re-initiated in 1991-93 and entered its most recent phase of development with the passage of the School-to-Work legislation in 1994 and Act 137 of 1995. Act 137 directs the Commission to adopt procedures for the transfer of courses from all two-year public to all four-year public institutions of higher education in South Carolina to be fully implemented by September 1, 1997.

The Committee recommended that the Commission approve the proposed regulations and procedures as presented in the document entitled "Regulations and Procedures for Transfer in Public Two-Year and Public Four-Year Institutions in South Carolina as Mandated by Act 137 of 1995.

It was moved (Williams), seconded (Whittle) and voted that the recommendation be approved with the amendment that the transfer material be disseminated to all public and private institutions in the State.

E. Informational Report on Awards Made Under the Dwight D. Eisenhower Professional Development Program Project Year 1996-97

Since 1984, the Commission on Higher Education has been responsible for administering federal funds under a Title II program of the Elementary and Secondary Education Act (ESEA).

Acting on behalf of the Commission, the Committee approved a review panel's funding recommendations, except that funding requests for year three for two projects including three years of funding will be re-negotiated in light of funds available for that year and accomplishments in years one and two. In keeping with the procedure from previous years, the Committee authorized the staff to negotiate the final budgets with the project director in accord with the Guidelines. Funding will be contingent upon the amount of the Federal award to the State.

This report is for information only.

F. Informational Report on Admissions Standards for First-Time Entering Freshmen, Fall 1995

The annual report on 1995 admissions standards for first-time entering freshmen at South Carolina public senior colleges and universities was submitted. This document summarizes the results of four different reports related to admissions

standards and measures of achievement of first-time entering freshmen for the Fall of 1995.

This report is for information only.

G. Informational Report on Bachelor's Degrees Awarded in Engineering and Engineering Technology

A statistical report on bachelor's degrees awarded in engineering and engineering technology was prepared in response to requests for additional information on engineering degrees. The report includes data from South Carolina institutions compared with national data over the eleven year period from 1985 and 1995.

This report is for information only.

H. Informational Report on Staff Approvals for Program Modifications - Calendar Year 1995

As a part of the recent revision in December 1994 by the Commission of the Policy and Procedures Concerning New Programs Manual, the Commission granted to the staff the authority to approve certain modifications to existing programs. This authority was granted in an effort to streamline the approval process but still retain the Commission's oversight of program duplication and ensure to the extent possible collaboration rather than competition among institutions. Program modifications can be approved within eight months of submission of the intent to plan document if review by the Advisory Committee for Academic Affairs and CHE staff approval are favorable.

This report is for information only.

I. Informational Report on Institutional Offerings Via SCETV for Summer 1996

Dr. Ruth Marshall of SCETV prepared a schedule of higher education courses on the SCETV Network for Summer 1996. The Advisory Committee on Academic Programs has agreed to function as a Committee of the Whole in the event that it has to make decisions among competing courses to establish priorities.

This report is for information only.

3.05 Report of Committee on Facilities

Ms. Kinon, chairman of the Committee on Facilities, reported on the following matters:

A. Lander University - Off-Campus Student Housing, Greenwood High Apartments Lease Renewal

Lander University is seeking authorization to renew its lease of the Greenwood High Apartments for off-campus student housing. The annual rent is \$230,000. The source of funds is student housing operating revenues.

The Committee recommended approval of this lease renewal as proposed.

It was moved (Kinon), seconded (Darden) and voted that the recommendation be approved.

B. Medical University of South Carolina - Relocation of Anatomic Pathology Services, Children's Hospital

MUSC is seeking authorization to renovate space in order to consolidate the University's Pathology and Laboratory Medicine personnel. The estimated total project cost is \$696,875. The source of funds is Medical Center revenues. No formula funding impact will result from this project.

The Committee recommended approval of the project as proposed.

It was moved (Kinon), seconded (Goad) and voted that the recommendation be approved.

C. USC-Columbia

1. McMaster Renovation/New Construction

USC-Columbia is seeking authorization to increase the budget and revise the scope of this previously approved project. The requested increase of \$1 million will result in a revised estimated total budget of \$8.1 million. The revised sources of funds include \$3.7 million institution bonds, \$700,000 appropriated state, and \$3.7 million institutional capital project fund. No student fee increase will result from this project.

The Committee recommended approval of the project as proposed.

It was moved (Kinon), seconded (Darden) and voted that the recommendation be approved.

## 2. East Energy Facility Maintenance and Enhancements

USC-Columbia is seeking authorization to purchase and install a 1,600 ton chiller and cooling tower system and replace an existing cooling tower. The estimated total project cost is \$1,473,000, and the source of funds is institution bonds. No student fee increase and no formula funding impact will result from this project.

The Committee recommended approval of the project as proposed.

It was moved (Kinon), seconded (Ayers) and voted that the recommendation be approved.

### D. Routine Repair, Replacement, and Maintenance Projects for April 1996

At its September 1995 meeting, the Commission on Higher Education adopted a Routine Repair, Replacement, and Maintenance Policy in order to expedite the approval process for such facilities requests that meet the Policy criteria. This Policy allows for staff approval of certain routine repair, renovation, and maintenance projects of facilities up to \$500,000.

The following two projects were considered during April 1996:

#### Clemson University

1. Martin Hall - Renovate Classrooms - Establish Project
2. Filter Plant - Renovate/Reroof - Establish Project

An opportunity was provided during the May Commission meeting for members to ask questions regarding these projects. Since there were no objections, the projects will be forwarded by staff to the Budget and Control Board with a favorable recommendation.

### E. Facility Utilization Policy

The Committee proposed the use of certain facilities indicators that will assist in ensuring a careful and appropriate balance between capital expenditures and funds available for operating costs.

Mr. FitzSimons provided a summary presentation which discussed the history and relative Commission action regarding facilities data usage. The Commission staff and institutional representatives have worked together over the years to determine

what measures should be used and are most meaningful. The presentation also included examples of how the indicators are calculated and how the resulting information can be utilized.

The Committee recommended the following:

- Data for all institutions relating to the following indicators be published and considered by the Commission in future reviews of capital improvement projects:

**Room Usage**

Average Weekly Room Hours of Instruction in Classrooms  
Average Weekly Room Hours of Instruction in Laboratories

**Station Usage**

Average Weekly Use of Student Stations in Classrooms  
Average Weekly Use of Student Stations in Laboratories  
Percent Student Station Utilization for Classrooms  
Percent Student Station Utilization for Laboratories

- Consideration of these indicators will be effective beginning July 1, 1996, and will be based on the most recently submitted fall data.

It was moved (Kinon), seconded (Stern), and voted that the recommendation be approved.

4. Report of the Commissioner

Mr. Sheheen reported that the Senate Committee on Medical Affairs approved the lease of the Medical University and Columbia/HCA with a long series of provisos which will be included in the legislation.

Dr. Morrison noted that the State has entered into a partnership with the National Council for the Accreditation of Teacher Education (NCATE). The agreement represents one of only three such three-way partnerships in the country between a state's K-12 department of education, its higher education agency, and NCATE. Given its commitment to high quality teacher education programs, the Commission has adopted the policy that all public colleges and universities which offer teacher education programs will be required to obtain NCATE accreditation by the Fall of 1999.

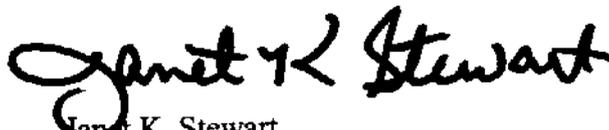
Mr. Goad reported that the Council on Vocational and Technical Education had a public hearing teleconference broadcast to all 16 technical college sites in the State. He noted

that this was very beneficial, and hoped the Commission would consider using such a process in the future.

Mr. Goad thanked everyone for their thoughtfulness in the recent passing of his wife.

There being no further business, the meeting was adjourned at 12:45 p. m.

Respectfully submitted,

A handwritten signature in black ink that reads "Janet K. Stewart". The signature is written in a cursive style with a large, stylized initial "J".

Janet K. Stewart  
Recording Secretary